



Carroll County Veterans Assistance Commission

301 North Main Street - Mount Carroll, Illinois 61053

Date: _____

Memorandum for: Carroll County Veterans Assistance Commission (CCVAC).

Subject: Appointment of Delegate and Alternate Representative for the CCVAC Board Meetings.

1. The Below Delegate and Alternate Delegate are authorized to represent Post # _____ of the VFW / American Legion at any CCVAC Board meetings in Carroll County, Illinois.
 - a. Delegate: _____ Member #: _____
 - b. Alternate Delegate: _____ Member #: _____
2. In the event that the Delegate or Alternate Delegate are unable to attend a CCVAC Board meeting. This memorandum can be used as authorization for the Post Member named below to attend the CCVAC Board meeting vested with all voting rights on a temporary basis for a specific Board meeting only.
 - a. Member's Name: _____ Member # _____
Meeting Date: _____
3. This memorandum is in accordance with Illinois Statue 330 ILCS 45/9 and Public Act SB2532. This also serves as the annual requirement set forth by the above mentioned Illinois Statue.
4. Any questions regarding this memorandum can be addressed to the CCVAC Board President or the Post Commander authorizing this document.

Post Commander's Name: _____ Post #: _____

Post Commander's Signature: _____