ALRDOC POC (POINT OF CONTACT) REPORT

CHAPTER\_\_\_\_\_\_\_\_\_\_ AREA\_\_\_\_\_\_\_\_ YEAR\_\_\_\_\_\_\_

Duties for a chapter Points of Contact include, but are not limited to, keeping the online roster updated, forwarding information from the Department, Area and Chapter to all chapter members in a timely manner, generating the Certification of Officers (COO) report, the Delegate report and the Points of Contact (POC) report from the online roster, ordering from the Quartermaster store, paying the Chapter Per Capita and Delegate fees by PayPal, etc.

Each chapter is allowed up to 3 Points of Contact

PLEASE PRINT

1.Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2.Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3.Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Chapter Director name Chapter Director signature

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Date