

PATRIOT'S PEN POST COMMANDER / CHAIRMAN

It is imperative that the student entries are properly submitted in order for consideration. Please use the below checklist to be sure you are sending a complete package to your Department Chairman.

FIRST - Did your student complete all necessary portions on the front of the form?

If your student failed to complete all portions of the entry form, contact them and have it corrected prior to submitting the entry.

- Completed entry form
 - To include "Post Commander's/Chairman's Signature // Post#"
 - To include "Post Address // City, State, Zip"
 - To include "No. of students participating"
 - This is the number of entries received at your Post
 - To include "Amt. of Post/Aux. scholarship awards \$"
 - This includes all monetary awards from your Post
 - To include "Amt. of Post/Aux. additional expenses (banquet, pins, etc.)\$"
- Neatly typed essay, attached to entry form.

****NOTE** In no way may the contestants identify themselves within their essay, or on their essay. The entry form serves as a coversheet. Be sure it is securely fastened to the essay, prior to submission.**

All entries must be to the Department Chairman by December 1st.