



Missouri American Legion Riders

Chapter Startup Errata Sheet

The American Legion Riders is an American Legion Program. As such, the ALR Chapter is a Post Program and you must have the support of the Post to startup an ALR Chapter. Although ALR Chapters are self-sustaining in many ways, we (the Legion) cannot forget why they were formed. Listed below are the steps necessary to charter an ALR chapter in Missouri.

- 1 – Appoint an advisor for the Post. He/she should be energetic and enthusiastic about the opportunity.
- 2 – Contact as many potential members as possible. A minimum of five are required for an ALR Charter Application. The requirements for ALR membership are: be a member of the American Legion family (The American Legion, Auxiliary or Sons of The American Legion), be the owner of a legally registered, licensed and insured motorcycle, and must have a valid license to operate a motorcycle.
- 3 – Hold a meeting with the Post ALR Advisor and discuss dues. Currently, the per capita is \$4 per member. Adjust your dues accordingly. You will eventually need a gavel, bell, POW/MIA flag and a set of colors. A fundraiser may be needed to purchase them. For your officers, they will need to be in uniform for business meetings (wear a vest and have a cover).
- 4 - Have your advisor review the American Legion Riders of Missouri Constitution and By-laws to draw up your own set of By-laws or Operating Procedures. When you're better informed, discuss the possibility with the legion membership, and have the body (Post members) approve your By-laws or Operating Procedures.
- 5 – Hold a membership drive, prepare membership applications, collect dues, prepare the charter application and appoint/elect your officers. Monies collected should be kept in a separate account from the Legion, with at least two signatures for disbursement of funds. One authorized signature should be the Post Finance Office if he/she is not a member of the ALR Chapter. It is recommended that you have a minimum of four on the signature card. As a reminder, your ALR Chapter is a Post Program, just like your baseball program (if you sponsor a baseball team). The applicants are NOT American Legion Riders until the Chapter is Chartered by Department, however, there is no reason not to start your individual programs so as not to let the fizzle die.
- 6 – FORWARD THE **COMPLETED** ALR CHAPTER REQUEST TO DEPARTMENT.
- 7 – Conduct your first business session; your Director can appoint any other officers as necessary. Prepare your annual agenda and budget. Discuss and prepare for various projects and individual programs.
- 8 – Lesson Learned – be cautious when ordering back patches. We recommend you stay away from “rockers” Contact someone from the American Legion Riders of Missouri before placing your order from Emblem Sales.

Good Luck – we're pulling for you.