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**TO: BRANCH SECRETARY**

In accordance with the General By-Laws of Ontario Command, the Term of Office commences June 1<sup>st</sup> at the Branch. As it is extremely important that we have up to date Contact Information we ask that this document be completed in full and returned to Ontario Command no later than June 30<sup>th</sup>, 2019. All previous Contact Information for your Branch will be *destroyed*.

Regards,

Pamela Sweeny  
Executive Director

**Branch Name & No.** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Shipping Address:** \_\_\_\_\_  
(If different from mailing address)

**Postal Code:** \_\_\_\_\_ **Tel:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Branch Email Address:** \_\_\_\_\_

**Branch Email Contact:** \_\_\_\_\_ **Branch Website:** \_\_\_\_\_

**Secretary:** \_\_\_\_\_ **Home Phone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**President:** \_\_\_\_\_ **Home Phone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Past President:** \_\_\_\_\_ **Home Phone:** \_\_\_\_\_

**1<sup>st</sup> Vice-President:** \_\_\_\_\_ **Home Phone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**2<sup>nd</sup> Vice-President:** \_\_\_\_\_ **Home Phone:** \_\_\_\_\_

**Poppy Chairman:** \_\_\_\_\_ **Home Phone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Veterans Service Officer:** \_\_\_\_\_ **Home Phone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Treasurer:** \_\_\_\_\_ **Home Phone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_