

## I N D E X

	Page
Section A: The Branch	1
Corporation Number	2
Use of Trademarks / Poppy	3
Qualification to vote or hold office	5
Land Acknowledgements	8
Branch Officers:	10
President	10
Immediate Past President	11
Vice-Presidents	11
Executive Committee	12
Secretary	14
Treasurer	15
Sergeant-At-Arms	18
Branch Meetings	19
Branch Regulations	22
Clubhouse Rules	24
Guide to Nomination and Elections	25
Organization – New Branches	30
Branch Amalgamation/Co-Locating	31
Resolutions	36
Procedure to Surrender a Charter of a Branch	40
Procedure to Change a Branch Name	42
Branch Construction/Renovation	42
No borrowing	43
Borrowing Required	44
Selling Property	50
Short Term Loans	51
Property Committee Approval	52
Frequently Asked Questions	53
Retention of Records	54
Finance	55
Notice of Motion – Generic	57
Section B: Cadet/Junior Canadian Ranger Medal of Excellence	1
Section C: Charitable Foundation	1

Section D:	Committees	
	Bursary	1
	Honours and Awards	10
	Leadership Development	16
	Membership	19
	Ontario Correspondent	23
	Poppy	27
	Property	34
	Public Relations	36
	Sports	41
	Track and Field	51
	Veterans Services/Seniors	61
	Youth Education Committee	67
	Literary Composition and Poster Contest	73
	Public Speaking Contest	79
	Video Contest	90
	Pilgrimage of Remembrance	93
Section E:	Complaint Procedure	1
	Complaint Procedure Line Logic	17
	Sample Letters	18
Section F:	Districts and Zones	1
Section G:	PEC Expense Account Policy	1
Section H:	Employment Standards Act	1
Section I:	Income Tax Act – Non Profit Organizations	1
Section J:	Ladies’ Auxiliary	1
Section K:	Liquor Licence Regulations	1
Section L:	Lottery	1
Section M:	Good to Know	1
Section N:	Organization & Structure of Dominion & Ontario Command	1
Section O:	Visitation Policy and Protocol	1
Section P:	Provincial Executive and Administrative Councils	1
Section Q:	Service Bureau	1

Section R:	Supply System/Legion Manuals	1
Section S:	Communication	1
Section T:	National Legion Policies	1