

NATIONAL HEADQUARTERS SONS OF THE AMERICAN LEGION

August 16, 2019

TO: DETACHMENT COMMANDERS
FROM: ANTHONY W. WRIGHT, NATIONAL ADJUTANT
SUBJECT: DETACHMENT COMMANDERS CONFERENCE 2019

The twenty-fourth annual Detachment Commanders will be held in conjunction with the 2019 FALL National Executive Committee Meeting on Saturday, October 12, 2019, at the Sheraton Hotel downtown Indianapolis, IN. All NECmen, Commanders, Adjutants and guests will meet jointly on Saturday morning during the NEC opening and will split about an hour or shortly thereafter for a separate Detachment Commanders session. Agenda's will be provided during registration. This breakout session meeting will be conducted in the Meridian Ballroom (same as the opening (general session), lower level of the Sheraton Hotel on Saturday, October 12, 2019.

The Conference provides Detachment Commanders with valuable information on programs of the Sons of The American Legion as well as organizational structure and basic best practices. Those who attended benefited from the experience and get many of their questions answered.

A full travel call-in allowance is not authorized National will not cover travel expenses if only attending the Detachment Commanders Conference; however, a special per diem allowance of \$300.00 for each Detachment Commander will be paid (unless the individual is otherwise entitled by concurrently holding a separate National office) based on the names shown on the sign-in register. Only the Detachment Commander (officially certified) is entitled to the \$300.00 reimbursement. Reimbursement checks will be processed and mailed subsequent to the fall meetings.

Housing will be primarily at the Sheraton Indianapolis City Centre located at 31 W. Ohio Street in Downtown Indianapolis, IN. If you plan to attend the National Executive Committee Meetings, October 11-13, 2019, you must register on-line at <https://www.legion.org/salconference>. Registration will be open Monday, August 19, 2019 and closes Friday, September 20, 2019 and space is limited. We have a limited block of rooms and not all registrants will be housed at the Sheraton as other hotels will be needed to accommodate all attendees. **If you register for the event and request a room reservation, you will be responsible for the cost of the room unless you have been notified your lodging is covered by the national organization.** Be prepared with an acceptable payment option to present to your hotel upon check-in. Your reservation is guaranteed, however, if your plans change and you are unable to attend, it is your responsibility to inform National SAL Liaison Ken George at kgeorge@legion.org or 317-630-1376.

You may book your air travel to the meetings at your own expense through Joyce Hamilton at National Headquarters at jhamilton@legion.org or 317-630-1232 unless you are planning on driving your personal vehicle

There is no free hotel shuttle service to and from the Indianapolis airport. You must engage the use of ground transportation (Taxi, Limousine, Shuttle) yourself noting you will not be reimbursed.