



THE AMERICAN LEGION
Department of Maryland, Inc.

The War Memorial, Baltimore, Maryland 21202
(410) 752-3104

MEMORANDUM

To : Department Officers
District Commanders
County/Area Commanders
Post Commanders/Adjutants
Past Department Commanders

From : Russell W. Myers, Jr., Department Adjutant *RM*

Subject: Department Convention Shirts

Date : February 1, 2016

The shirts for Department Convention this year are **RUST COLORED POLO SHIRT, USA MADE; WITH POCKET; 96% POLYESTER, 4% SPANDEX** with the Maryland Crest on the left hand side and Maryland printed below the crest and The American Legion Emblem on the right hand side of the shirt. Shirts are available in sizes Small – 4X (MEN). Ladies shirts are available without the pocket (ladies cut) in sizes Small – 4X.

PLEASE NOTE THAT ALL ORDER FORMS SHOULD BE SENT TO AND ALL CHECKS PAYABLE TO MARTIN EMBROIDERY.

**MARTIN EMBROIDERY
PO BOX 10248
PARKVILLE, MD 21234
410-665-8885
410-665-0123 FAX
EMAIL: martinembroidery@verizon.net**

Cutoff for ordering shirts is **Friday, May 6, 2016**. The shirts will be available for pick up at the Convention on **Tuesday, July 12, 2016**. Orders received after the deadline will not be guaranteed for deliver at Department Convention.

If you are not attending the convention but would like to order a shirt please **add \$6.00 PER SHIRT** to your total for postage. Shirts will be mailed after Department Convention.

2016 DEPARTMENT CONVENTION SHIRT ORDER FORM

NAME _____

ADDRESS _____
 STREET CITY STATE ZIP CODE

PHONE _____ POST# _____

SIZE	MEN	PRICE	LADIES NO POCKET	PRICE	TOTAL COST
SMALL		40.00		40.00	
MEDIUM		40.00		40.00	
LARGE		40.00		40.00	
X-LARGE		40.00		40.00	
2XL		42.00		42.00	
3XL		43.00		43.00	
4XL		46.00		46.00	
POSTAGE***		6.00 <small>PER SHIRT</small>		6.00 <small>PER SHIRT</small>	
CUSTOM SHIRTS		6.00 <small>PER SHIRT</small>		6.00 <small>PER SHIRT</small>	
TOTAL					

1. DEPARTMENT CONVENTION SHIRTS ARE RUST COLORED POLO SHIRT, USA MADE; WITH POCKET; LADIES NO POCKET; 96% POLYESTER, 4 % SPANDEX; WITH THE MARYLAND CREST ON THE LEFT HAND SIDE AND MARYLAND PRINTED BELOW IT IN GOLD AND THE AMERICAN LEGION EMBLEM ON THE RIGHT HAND SIDE OF THE SHIRT.
2. COST OF SHIRTS ARE LISTED ABOVE. CUSTOM EMBROIDERED SHIRTS ADD \$6.00 PER SHIRT FOR UP TO THREE (3) LINES
3. PAYMENT FOR SHIRTS MUST BE INCLUDED WITH ORDER FORM, MAKE CHECKS PAYABLE TO MARTIN EMBROIDERY AND MAILED TO:
PO BOX 10248, PARKVILLE, MD 21234
4. ALL ORDERS MUST BE RECEIVED BY MARTIN EMBROIDERY NO LATER THAN FRIDAY, MAY 6, 2016.
5. SHIRTS CAN BE PICKED UP AT DEPARTMENT CONVENTION ON TUESDAY, JULY 12, 2016.
6. ***IF YOU ARE NOT ATTENDING THE CONVENTION BUT WOULD LIKE TO ORDER A SHIRT PLEASE ADD \$6.00 PER SHIRT TO YOUR TOTAL FOR POSTAGE. SHIRTS WILL BE MAILED AFTER WE RETURN FROM DEPARTMENT CONVENTION. ***