

Rules for History Book  
2014- 2015

Book Due May 5<sup>th</sup>, 2015

Mail to: Patsy Tompkins, 1229 May Pond Road, Barton, Vt. 05822

INTRODUCTION ( 10 scoring points) \_\_\_\_\_ points

- 1)Title Page: a) History of Unit \_\_\_\_\_  
b) Name of Unit Historian for 2014-2015 \_\_\_\_\_  
c) Date: \_\_\_\_\_

2)Forward or Dedication

3)Photograph of Unit President

4)Prayer

5)Pledge of Allegiance to the Flag of the United States of America

6)First Verse of "The Star Spangled Banner"

7)Preamble to the Constitution of the American Legion Auxiliary

HISTORICAL CONTENT (70 scoring points) \_\_\_\_\_ points

- 1)List of Unit Officers
- 2)List of Unit Chairmen
- 3)List of elected Department Officers from or unit for 2014-2015
- 4)List of Department Chairmen from your unit for 2014-2015
- 5)List of National Officers and Committee appointment from your unit for 2014-2015

- 6) List of awards your unit received at the 2014 Department Convention
- 7) List of awards your unit received at the 2014 National Convention
- 8) The history shall be written as a factual narrative
- 9) The signature of the Unit Historian is to immediately follow the final paragraph

APPEARANCE (10 scoring points) \_\_\_\_\_ points

- 1) Cover: Blue Binder for loose-leaf paper, with 2 ½ inch gold foil American Legion Auxiliary seal centered on the cover or a regulation binder with imprinted seal.
- 2) Paper: Plain white bond
- 3) Page numbers should begin on the first page of the Historical Content. They should be centered at the bottom of the page.
- 4) All spacing shall be double-spaced, with the exception of the introductory pages (Title Page through Preamble of the Constitution), which shall be centered in the middle of the page.
- 5) Typing: Black ribbon only. Erasures are permissible. Standard typewriters, word processors or computers may be used.

ARRANGEMENT (10 points) \_\_\_\_\_ points

- 1) Written in third person
- 2) Clear, concise and correct spelling
- 3) No decorations, special effects with typed method, or newspaper