

ALRDOC POC (POINT OF CONTACT) REPORT

CHAPTER _____ AREA _____ YEAR _____

Duties for a chapter Points of Contact include, but are not limited to, keeping the online roster updated, forwarding information from the Department, Area and Chapter to all chapter members in a timely manner, generating the Certification of Officers (COO) report, the Delegate report and the Points of Contact (POC) report from the online roster, ordering from the Quartermaster store, paying the Chapter Per Capita and Delegate fees by PayPal, etc.

Each chapter is allowed up to 3 Points of Contact

PLEASE PRINT

1. Name _____	Email _____
2. Name _____	Email _____
3. Name _____	Email _____

Chapter Director name

Chapter Director signature

Date