



State Department of Missouri

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## MEMORANDUM

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**DATE:** February 4, 2014  
**TO:** All DAV Chapters  
**FROM:** Michael Elmore, State Adjutant and Richard Polk, State Commander  
**SUBJECT:** Adjutants and Commanders Briefing

The Commanders and Adjutants briefing will be held **Friday, May 30, 2014, 9 a.m.**, Capitol Plaza Hotel, Jefferson City, MO. We are requesting that the Commander and Adjutant for your Chapter make every effort to attend this briefing. It is very important to your Chapter that you are made aware of the latest information available to serve the needs of the veterans in your Chapter and in your area of the state. We in the State Department need your help in making sure all veterans know that we are here to serve them. We want to make sure they have all the information needed to secure the benefits they earned and to enhance their quality of life.

It cannot be stressed in strong enough terms how **important it is that your Commander and Adjutant from your Chapter be present** at the meetings that will be held at Convention. Your Chapter's Commander and Adjutant will receive vital information to help lead your Chapter. **In order to keep a strong and viable organization, it is of the utmost importance that all Chapters be present at Convention in June.**

If you need more information, or special accommodations contact the State Department office (660) 627-0328.

Make the voice of your Chapter heard.

Thank you.

A handwritten signature in black ink, appearing to read 'Richard W. Polk'.

Richard Polk  
State Commander

A handwritten signature in black ink, appearing to read 'Michael Elmore'.

Michael Elmore  
State Adjutant