

**(DATE)**

MEMORANDUM FOR 366 FSS/FSR

FROM: **(Unofficial Activity Name)**

SUBJECT: **(Year)** Elected Officials

The following is a current listing of all elected officials for the year **(Year)**.

PRESIDENT:	<b>(Name)</b>	<b>(Email)</b>	<b>(Phone)</b>
VICE PRESIDENT:	<b>(Name)</b>	<b>(Email)</b>	<b>(Phone)</b>
SECRETARY:	<b>(Name)</b>	<b>(Email)</b>	<b>(Phone)</b>
TREASURER:	<b>(Name)</b>	<b>(Email)</b>	<b>(Phone)</b>

These positions are effective as of **(Effective Date)**. These positions expire on **(Date of current official expiration)**.

X

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Name:

Private Organization Position:

**NOTE:**

Any time there is a change in the elected officials due to deployment, PCS, etc. a new elected officials form is required to be submitted to 366 FSS/FSR