

(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: **(Name)** **(Email)** **(Phone)**

VICE PRESIDENT: **(Name)** **(Email)** **(Phone)**

SECRETARY: **(Name)** **(Email)** **(Phone)**

TREASURER: **(Name)** **(Email)** **(Phone)**

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

X

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