

**UNIT PUBLIC RELATIONS REPORT FORM
2023-2024**

Reporting Dates: **November 1, 2023** **April 1, 2024**

UNIT NAME & NUMBER _____

Name of Person Reporting _____

Address _____

E-Mail _____ Home# _____ Cell# _____

_____ **Unit does not have a Public Relations Chairman**

Total Minutes of Radio Time _____ Total Minutes of Television Time _____

Total Minutes of Social Network (Twitter, Instagram, Internet, etc.) _____

Grand Total _____

Please describe activities/projects carried out in your unit.

_____ # Interviews	_____ # Print Advertising
_____ # Pictures	_____ # Letters
_____ # Articles	_____ # Editorial Letters
_____ # Dept. President Project Articles	

Does your Unit have a website _____
Does your Unit publish a Newsletter _____
E-Bulletin _____

Facebook Page _____
Post Family Newsletter _____
E-Newsletter _____

Reminder: attach 2 copies of print media.

As part of your Narrative Report, please include the answers to the following questions:

How did your unit spread the word about the American Legion Auxiliary community of volunteers serving Veterans, military, and their families? How did Auxiliary volunteers make themselves visible while volunteering in the community? _____

**** No activities, hours, expenses, donations, or dollars spent for this committee are to be included in the Impact Report ****

**SEND THIS REPORT TO YOUR COUNTY PUBLIC RELATIONS CHAIRMAN
Keep a copy for your records**