

**PUBLIC RELATIONS
2009-2010
UNIT ANNUAL REPORT**

Unit Name _____ Unit No. _____ District _____
 Unit Chairman _____ Total Unit Members _____
 Chairman's Address _____ Chairman's Phone _____
 City, State, ZIP _____

4. PLEASE REPORT NUMBERS WHERE APPLICABLE

1. Interviews with reporters _____
2. Articles published _____
3. Letters to the Editor/Op-Eds _____
4. Aired programs/interviews/event coverage _____
5. Public television announcements _____
6. Public Service Announcements (PSAs) _____
7. Print advertisements _____
8. Letters of appreciation sent _____
9. Unit entries for Unit Program Emphasis Award _____
10. Unit entries in Community Display Award _____
11. Other PR print material used _____
(please list various forms on back)
12. Did your Unit create a Unit fact sheet? _____ Yes _____ No
13. Did your Unit create a Public Relations plan? _____ Yes _____ No
14. Does your Unit have a Web site? _____ Yes _____ No
List the Unit Web site address _____
15. Does your Unit have a Unit newsletter? _____ Yes _____ No
16. As Unit Chairman, did you complete a Press Book? _____ Yes _____ No
17. Did you submit the Unit Press Book for the Press Book Award? _____ Yes _____ No
18. Do you belong to MALPA? _____ Yes _____ No
19. How did your Unit work toward building the image of the American Legion Auxiliary in your Community? _____

Signature of Committee Chairman or Unit President _____

Please submit additional details regarding other Public Relations projects or activities on the back of this form or a separate sheet of paper.

SEND TWO COPIES OF THIS COMPLETED FORM, ANY ADDITIONAL SHEETS OF INFORMATION ALONG WITH ANY CONTEST ENTRIES (EACH ENTRY WITH A COMPLETED GREEN SHEET ATTACHED TO IT) TO THE DISTRICT CHAIRMAN POSTMARKED NO LATER THAN MARCH 31, 2010.