



DEPARTMENT OF THE CHESAPEAKE
SONS OF UNION VETERANS OF THE CIVIL WAR
INCORPORATED BY ACT OF CONGRESS



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DEPARTMENT ADVISORY 2018-2019 #3

TO: All Camp Commanders and Secretaries
DATE: March 26, 2019
FROM: W. Faron Taylor, Department Commander *W. Faron Taylor*
SUBJECT: Camp Activity Summary for upcoming Department Encampment Program

In advance of the upcoming Department Encampment, all Camps are requested to submit a report of Camp activity for the period of May 1, 2018 to date. Please note: This summary **is not** the Camp Annual Report – Form 27. **This summary is a review of Camp activity** that outlines events and other accomplishments of note occurring since our last Department encampment. This summary shall be submitted to the Department Secretary/Treasurer Michael Beard via email: deptchsec@gmail.com **no later than Friday, April 19, 2019.**

All summaries will be included in the Department encampment program and thus, **must be submitted in the following format:**

- Summaries shall be in narrative (**paragraph form**) that outline the above-mentioned activities, events &c. No photos please.
- A single type of activity that may be held numerous times throughout the year such as grave markings, award presentations, living history participation, etc. **are not to be listed one-by-one**, but each activity type described collectively with the total number included. e.g., 2018-2019 Eagle Scout Awards in our service area – 15 total presentations.
- Summaries are to be submitted in Times New Roman font 12 pt. and please, no more than one full page (header and footer excluded). Submissions may be edited for length.
- **Late submissions are not guaranteed inclusion in the printed program.**

The Camp Activity Summary affords Camps an opportunity to showcase their work and accomplishments, but more importantly, gives other Camps fresh ideas to help spur involvement and participation within their ranks and ultimately, make a greater impact on the communities they serve.

Thank you in advance for your submissions. Should you have any questions regarding the above do not hesitate to contact me or Brother Beard at your earliest convenience.