

APPLICATION FOR WARRANT

1. Auxiliary Officers shall be installed at a regular or special meeting held not less than twenty(20)days nor more than sixty (60) days prior to the convening of Department Convention, but shall not assume their duties until the Department President is installed. **(June 26)** The Auxiliary President – elect will select the Installing Officer **Section 806A**.
2. The Installation “**warrant**” shall be mailed to the **current Auxiliary Secretary** and it shall be read by the Secretary at the time of installation as set out in the Ritual. If, for any reason, the installation is not held on the date originally stated, the Department Secretary must be notified **immediately**.
3. The Office of Treasurer must be Bonded and all Audits received. **Section 806A**
4. The warrant is released by the Department Secretary **upon receipt of application.** **(Below)**
5. **NO AUXILIARY IS PERMITTED TO INSTALL OFFICERS WITHOUT THE PROPER WARRANT.**

PLEASE COMPLETE AND MAIL IMMEDIATELY TO THE DEPARTMENT SECRETARY
PO BOX 15285, AUSTIN, TX 78761

Auxiliary Name _____ Auxiliary # _____ District # _____

Auxiliary Secretary Name _____

Address _____

Date of Installation _____ Location _____

Name of Installing Officer _____

Title of Installing Officer’s Highest Office _____
(At least Past Auxiliary President or one who has held a higher elective office)

NOTE: All Applications **Must be in the Department Office by May 3, 2010.**

DO NOT WRITE IN THIS SPACE.....FOR DEPARTMENT USE ONLY

Date Application was received: _____

Date Warrant Mailed to Auxiliary Secretary: _____