



Nova Scotia/Nunavut Command
The Royal Canadian Legion

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All Branch Mail Out #14 - 2019

Date: February 28, 2019

To: NS/NU Command Branches
NS/NU Zone Commanders
NS/NU Executive Council
NS/NU Past Presidents
NS/NU Command Staff

From: Marion Fryday-Cook, Chairman
Constitution & By-Laws Committee
NS/NU Command, RCL

Subject: Constitution & By-Laws Committee Meeting

Message: Comrades, the next Constitution & By-Laws Committee meeting will be Friday March 29th. The cut off date for submissions will be Friday March 22nd. Please see attached By-Laws Amendment/Change Form and Sample Form. When submitting Amendment/Change Forms please ensure that they are filled out in their entirety and that they are reviewed and signed by a District or Zone Commander.

**NOVA SCOTIA/NUNAVUT COMMAND
BY-LAWS AMENDMENTS/CHANGES**

BRANCH # _____ **NAME** _____ **VOTING MEMBERSHIP** _____

The following format is the **only one** to be used by all Branches when requesting amendments/changes to their Branch By-Laws. Changes/Amendments to Ladies Auxiliary By-Laws must be approved by the Branch Executive/President and submitted by the Branch Secretary/President to Nova Scotia/Nunavut Command. **(ONLY ONE (1) AMENDMENT PER PAGE.)**

NOTE: A copy of the Branch existing by-laws must accompany your amendments/changes submission.

EXISTING BY-LAW

PROPOSED CHANGE/AMENDMENT

EXISTING BY-LAW	PROPOSED CHANGE/AMENDMENT

The amendments/changes to these by-laws were approved at the Branch General Meeting held: _____

It was Moved by Comrade _____ Seconded by Comrade _____

Branch President _____ District or Zone Commander's Signature _____

NS/NU Command By-Law Chairman: _____ Date: _____

NOVA SCOTIA/NUNAVUT COMMAND BY-LAW AMENDMENTS/CHANGES

BRANCH # _____ NAME _____ VOTING MEMBERSHIP _____

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NOTE: A copy of the Branch existing by-laws must accompany your amendments/changes submission.

EXISTING BY-LAW

PROPOSED CHANGE/AMENDMENT

In this column, please type/write the existing Branch By-Law that is to be changed/amended or added.

In this column, please type by-law in its entirety that includes the change/amendment. You could highlight in **bold or italics or underline** the words that changed if you wish to do so.

ONLY ONE BY-LAW PER PAGE

Please include, if applicable, the # or letter of the Article, Item, Sentence, etc., of the By-Law {i.e., ARTICLE II, Item (a)}. Without these references, the by-law is difficult to locate in your by-law book and could result in the by-law not being amended.

If hand-written by-laws, you could underline the changes, etc.

SAMPLE BY-LAW ONLY (BELOW:)

EXAMPLE:

ARTICLE II

a. The following format is the only one to be used by all Branches when requesting amendments or changes to their Branch By-Laws.

EXAMPLE OF SAME BY-LAW WITH CHANGES:

ARTICLE II

b. **This** format is the only one to be used by all Branches when requesting amendments **and/or** changes to their Branch By-Laws.

NOTE: *As per NS/NU Command By-Laws, the following applies when doing Branch By-Law amendments:*

1004 B Before Branch By-Law changes can be accepted for review, Branches are to ensure that the Command has on file, at all times, an up-to-date copy of the Branch By-Laws, or the proposed By-Law changes will not be considered.

The amendments/changes to these by-laws were approved at the Branch General Meeting held: _____

It was Moved by Comrade _____ Seconded by Comrade _____

Branch President _____ District or Zone Commander's Signature _____

NS/NU Command By-Law Chairman: _____ Date: _____