



Nova Scotia/Nunavut Command  
The Royal Canadian Legion

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## **All Branch Mail Out #36 - 2018**

**Date:** June 13, 2018

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

**From:** Jay Tofflemire, 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 July 18<sup>th</sup>. The cut off date for submissions will be July 11<sup>th</sup>. 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

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### 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.

#### **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.**

#### **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.

**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.

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.

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

##### **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.

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: \_\_\_\_\_