

Palm Leaf (to the MSM/MSA) - Step by Step Guide and Checklist

References: [A. Ritual Awards and Protocol \(RAP\) Manual Section 217 - 223](#)
[B. The By-Laws of Nova Scotia/Nunavut \(NS/NU\) Command Article XI](#)
[C. Policies and Guidelines of NS/NU Command RAP Terms of Reference \(TOR\)](#)

Eligibility

Minimum of 20 years of continuous membership (in good standing) immediately prior to the nomination and those years do not have to be at the same Branch

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Approval

- Must be approved at an Executive or General meeting and a copy of the signed minutes must be included ☐
- The minutes must include the name of the nominee, mover and seconder along with the results (Carried) ☐
- If the wish is to keep the name confidential, an "In Camera" provision can be utilized at an Executive Meeting (or by electronic vote) and the results must be included ☐
- First and last names of the mover and seconder must be clearly shown ☐

Application

- #80028 (**Oct 2017**) must be completed in its entirety ☐
- Command **NS/NU Command 08** ☐
- Ensure information about Branch LA is complete (Name, Strength and Address) ☐
- Ensure information about Nominee is correct including age ☐
- Previous awards and dates including Life Membership Application (see attached citation) ☐
- Signed by two Senior Officers of the Branch, preferably the Secretary and President ☐
- Reviewed and signed by the Zone Commander (District Commander if Zone Commander not available). ☐

Citation

- Name and membership status of nominee ☐
- List in chronological order all Legion Offices and position ☐
- Information about outstanding Legion Service (with dates) since the last award ☐

Complete this checklist and submit with the application to NS/NU Command for approval of the Committee. Once approved provincially, NS/NU Command will forward to Dominion Command for their review and decision. Submissions can be emailed to admin@nsnulegion.ca

Signature

Date mm/dd/yyyy