



Department of Arizona
Office of the Adjutant | CEO
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TO: Chapter Commanders and Adjutants
FROM: Dr. Carl Forkner, Department Adjutant
SUBJ: PREPARATIONS FOR NOMINATION & ELECTION AT DEPARTMENT CONVENTION
DATE: March 23, 2026

>> PLEASE SHARE THIS INFORMATION WIDELY WITHIN YOUR CHAPTERS <<

Chapter Commanders and Adjutants,

Since people are already inquiring about nominations and election of Department Officers for 2026-2027, I am putting this memo out early.

If you are considering running for a Department elected office, you will need to send a *Letter of Intent* to adjutant@az-dav.org (NO cc: or bcc:) by no later than 30 days prior to the opening of Department Convention. ***This year, that date is May 11th***. As Department Adjutant, I am responsible for putting together the nomination packages for the Nomination Committee, which is comprised of Past Department Commanders, who will review each candidate's nomination and interview them on June 12th. At the following morning's nominations and election meeting, the Nomination Committee Chair announces the nominees for each elected office as determined by the Nomination Committee. After the announcement, the meeting is opened for nominations from the floor, following the *Rules of the Convention* and *Roberts Rules of Order*.

A *Letter of Intent to run for Department Office* does not have to follow a set format. You may make it as simple as stating that you intend to run, or you may include notes or bullets about things that set you apart as a leader. You may designate the office for which you are running, or leave it to the Nomination Committee to determine what the optimum position is based on your credentials and interview.

The elected Department offices are nominated, voted on, and installed each year at Department Convention. These offices include:

Commander	Judge Advocate	Finance Committee Member (At-Lge)
Senior Vice Commander	Department Inspector	PHX Service Commissioner (North)
Junior Vice Commander	Northern District Liaison	
Department Treasurer	Southern District Liaison	

You may run for and be elected to office even if you hold an office in your Chapter (except DEC).

We are dedicated to a single purpose: empowering veterans to lead high-quality lives with respect and dignity. We accomplish this by ensuring that veterans and their families can access the full range of benefits available to them; fighting for the interests of America's injured heroes on Capitol Hill; and educating the public about the great sacrifices and needs of veterans transitioning back to civilian life.

To be eligible to run for and be elected to Department Office, you must be a member in good standing of DAV. The exclusion criteria are few: (1) if you are currently suspended; (2) if you are listed and verified as having “Disciplinary action pending,” (3) if you are making payments on your membership and your payments are not up to date; or (4) if you are indebted to the Chapter, Department, or National organization.

I encourage our Chapter leaders, committee members, and other interested members to run for Department office! Your experience and the knowledge you have of your area of the state are important to making us the best we can be as a Department.

Sincerely,



Carl B. Forkner

cc: Department Officers