

**AMERICAN LEGION RIDERS**

**POST 60**

**LAUREL, MARYLAND**



**STANDARD OPERATING  
PROCEDURES (SOP)**



**This Standard Operating Procedure was voted on and passed by the membership of American Legion Riders (ALR), Laurel MD Post 60, on 14 December 2016. This document supersedes all previous existing ALR Laurel MD Post 60 governing documents, which are hereby cancelled.**

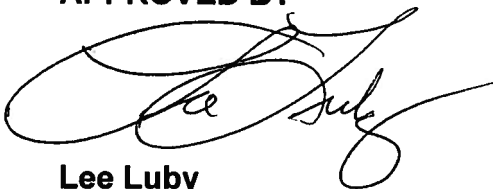
**SUBMITTED BY**



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**APPROVED BY**



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This is the Standard Operating Procedure for THE AMERICAN LEGION RIDERS of MARYLAND, LAUREL POST 60 (Hereafter referred to as "The Chapter").

1. **Purpose:** This Chapter of the American Legion Riders is formed to promote the aims and purposes of The American Legion as a family oriented motorcycling activity for members of The American Legion, The American Legion Auxiliary, and The Sons of The American Legion.
2. **Background and Founding Principles:**
  - a. The American Legion Riders (ALR) is a program for members of The American Legion (TAL), The American Legion Auxiliary (ALA), and The Sons of The American Legion (SAL) members, collectively "The Legion Family," who share an interest in motorcycling.
  - b. As a program of American Legion Post 60, the Post Commander has final say over all Chapter affairs and may override this SOP.
  - c. The Chapter upholds the declared principles of The American Legion as well as conforms to and abides by the regulations and decisions of The American Legion Post 60, Laurel MD.
  - d. The Chapter shall maintain and protects the image of The American Legion at all times through appropriate wearing of the emblems of the TAL, ALA and SAL, and the American Legion Riders as specified by National instructions and regulations.
  - e. Members of The Chapter shall avoid any perception of being a motorcycle or "biker" club or gang. Rather, the focus of membership is for the enjoyment of motorcycles and comradeship and furthering Legion programs in the community.
  - f. The Chapter will improve the public's perception of the motorcycling community by promoting the honorable nature of service to one's community, state and nation through the sport of motorcycling.
3. **Membership**
  - a. **Eligibility:**
    - (1) To be eligible for Chapter membership, and individual must:
      - (a) Be a current member in good standing of the TAL, ALA or SAL. The member may belong to any Legion Post, Auxiliary Unit or SAL Squadron. This membership must be maintained in order to remain a member of the Chapter.
      - (b) Be the legally registered owner of a motorcycle.
      - (c) Be a properly licensed and insured motorcyclist by the laws of the individual's state issuing the license.
      - (d) As an alternative to (b) and (c), be the spouse of a current ALR member.
      - (e) Members in good standing who can no longer ride due to physical infirmity may continue to hold membership in the Chapter, even if no longer a motorcycle owner. If there has been a break in membership, the member may only rejoin if approved by the Executive Committee.
      - (f) Members in good standing whose membership was granted based on a spouse's motorcycle license and motorcycle ownership may continue to hold membership in the Chapter if their spouse can no longer ride due

to physical infirmity and sells their motorcycle, their spouse dies, or if they become divorced. If there has been a break in membership, the member may only rejoin if approved by the Executive Committee.

- b. Support Members. As an exception to the normal eligibility rules, the Chapter may accept current members in good standing of the TAL, ALA and SAL who do not meet the other eligibility requirements, but who wish to participate in and support the Chapter.
  - (1) Support Member classification does not constitute full membership in the Chapter, but is intended to provide recognition to those who show strong support to the ALR Chapter
  - (2) Support Members do not immediately have voting privileges in the Chapter but can provide input as to decisions affecting the Chapter.
  - (3) Support Members may not initially hold an Officer position in the Chapter but can serve on and Chair special committees within the Chapter.
  - (4) Support members must serve a probationary year, during which time they do not pay dues, cannot vote, and cannot wear American Legion Rider's insignia.
  - (5) After initial service of one year, Chapter Support members will be reviewed by the Chapter Executive Committee and, they may be granted voting rights in the general membership. Upon voting right approval, support members shall Obtain rights of a full member and be required to pay dues equal to that of a full member.
  - (6) Support members shall be held to the same standards of order, discipline, and conduct as full members.
- c. Application Procedures.
  - (1) A prospective member must fully fill out a membership application (see appendix 1), and attach payment for dues, along with proof of motorcycle ownership, registration, insurance and license, and TAL/ALA/SAL membership and turns the application and attachments in to the Membership Chairman.
  - (2) Once voted in by the Chapter Executive Committee, a prospective support member must fully out the same membership application and attach proof of TAL/ALA/SAL membership and dues. The Membership Chairman will review the application, and if correct, issue the individual an appropriate membership card and forward the dues to the Treasurer.
  - (3) In either case, the Membership Chairman will assign the new member a membership number and issue a Chapter ID Card (in an Executive Committee approved design). The membership number will be reserved exclusively for that member and never reused for another member.
- d. Membership Renewal Procedures. Procedures are identical to initial application procedures.
- e. Membership Termination Procedures. See Paragraph 14 (Disciplinary Action).

#### **4. Officers**

- a. The Elected Post officers are the Director, Assistant Director, Treasurer and Secretary. These officers, plus the immediately previous Director, form the voting portion of the Executive Committee. In a situation where the previous

Director will not fill their seat on the Committee (for example, if the previous director is elected to a different officer position, or leaves the area), the Post will also elect the Sergeant-at-Arms to ensure the Executive Committee has five voting members.

- b. The Director will appoint the following officers: Sergeant-at-Arms (unless elected), Road Captain, Public Affairs Officer, Chaplain, Safety Officer, and Membership Chairmen. The Director may appoint the same person to more than one position, including appointing an elected officer to one or more of these appointed officer positions.
- c. All Officers must be approved by the American Legion Post 60 Commander. If not approved, the Chapter will hold another election to fill those positions not approved, and submit the new names to the Post 60 Commander for approval.
- d. A vacancy shall exist when a member or officer is absent from the Chapter due to resignation, loss of qualifications, incapacity from injury or illness, or for a continuous period of three unexcused absences considered detrimental to the interest of the Chapter by the remaining members of the Executive Committee. A majority vote of the Executive Committee is required to remove a person from office or committee chair, regardless of whether the person was elected or appointed to the position.
- e. All vacancies existing in any elected office of the Chapter from any cause other than the expiration of the term shall be filled by a majority vote of the remaining members of the Executive Committee. All vacancies in any appointed office from any cause other than the expiration of the term shall be filled by the Chapter Director. In either case a person so appointed shall hold office for the remainder of the term of the member of the committee or officer whose position was vacated.

## **5. Organization and Meetings**

- a. All members of the chapter may participate in the General Meeting.
  - (1) The General Meeting will be held monthly on a date determined by the Executive Committee and advertised in the Post newsletter.
  - (2) The director will set the agenda for the General Meeting. At the decision of the Executive Committee, some General Meetings may be used solely as social events.
  - (3) Five Members, one of which must be the Chapter Director or Deputy Director and a second must be another member of the Executive Committee, shall constitute a quorum of the General Meeting.
  - (4) The primary purpose of the General Meeting is to coordinate activities, inform members, and conduct any business required by this SOP (for example, elections).
- b. The administrative power of the Chapter shall be vested in the Chapter Executive Committee, whose voting members shall consist of all elected officers for the current year and the immediate Past Chapter Director. All other Past Chapter Directors and current year appointed officers and committee chairs shall be members of the Executive Committee with voice but no vote.
  - (1) The Chapter Executive Committee, based on a majority vote, shall hire such employees as may be necessary; shall authorize and approve all

- expenditures; shall hear the reports of chapter committee chairs; and generally, shall have charge of and be responsible for the management of the affairs of this chapter.
- (2) The Executive Committee shall meet for organizational matters within one month of the installation of new officers. After that, the committee meets at the discretion of the Director. Upon the written request of three members of the Executive Committee, a special meeting of the committee shall be held.
  - (3) Three members shall constitute a quorum of the Executive Committee, one of which must be the Director or Deputy Director.
  - (4) The Committee can conduct business by email. All members of the Executive Committee must be included in the email discussion. The results of any email business must be recorded in the minutes by the Secretary.
- c. Committees. The Executive Committee may appoint and dissolve standing committees or commissions for the furtherance of chapter programs.
- (1) Such standing committees shall consist of such persons, and the chair thereof, as designated by the Executive Committee.
  - (2) Committees shall meet and operate as determined by the Committee Chair.
- d. All proceedings of this Chapter shall be conducted under and pursuant to Roberts' Rules of Order (Newly Revised), except as herein otherwise provided.

## **6. Duties of Officers**

- a. Elected Officers.
- (1) Director. It shall be the duty of the Chapter Director to preside at all affairs of the Chapter, and such officer shall be the chief executive officer of the Chapter. The Director shall perform such other duties as directed by the Chapter or the American Legion Post 60 Commander.
  - (2) Assistant Director. The Assistant Director shall assume and discharge the duties of the office of Director in the absence or disability of, or when called upon by the Chapter Director.
  - (3) Secretary.
    - (a) The Secretary shall have charge of and keep a full and correct record of all proceedings of all meetings, keep such records as the Post and Department organizations may require, and under direction of the Director handle all correspondence of the Chapter.
    - (b) The Secretary shall ensure that all financial decisions are documented in appropriate meeting proceedings.
    - (c) The Secretary will maintain the Chapter records in accordance with paragraph 11 of this SOP (Records Management).
  - (4) Treasurer.
    - (a) The Treasurer shall have charge of all finances and see that they are safely deposited in the Chapter's Bank account and shall report once a month to the Chapter Executive Committee the condition of the finances of the Chapter, with such recommendations as he or she may deem expedient or necessary to carry on the financial activities of the Chapter.
    - (b) The Treasurer shall disburse funds as approved by vote of the Executive Committee or General Membership, or in sustenance of



preapproved treasurer activities and prepare the Chapter's monthly finance report for both the Chapter and the American Legion Post 60 Executive Committees.

- (c) The Treasurer shall coordinate with the Secretary for the maintenance of Chapter financial records, including bank statements, reports, receipts, and record of disbursement decisions.
  - (d) The Treasurer shall account for all Chapter property, and run the Chapter insignia store, ordering and selling patches and other insignia to members as directed by the Chapter Executive Committee.
- b. Appointed Officers
- (1) Public Affairs Officer. The Chapter Public Affairs Officer document the Chapter's activities, both in writing and with photographs, post photographs and event summaries on Chapter social media sites, and shall perform such other duties as may properly pertain to the office as may be determined by the Chapter or the Executive Committee.
  - (2) Chaplain. The Chapter Chaplain shall be charged with the spiritual welfare of the Chapter comrades and will offer divine but nonsectarian service in the event of dedications, funerals, public functions, etc., adhere to such ceremonial rituals as are recommended by the National or Department headquarters from time to time. The Chaplain will coordinate activities with the American Legion Post 60 Chaplain.
  - (3) Road Captain. The Road Captain organizes a safe and active riding program for the Chapter. The Road Captain shall plan all tours, runs, activities, and events; lead the chapter in formation riding or parades; advertise riding activities enforce all rules of safe motorcycle operation and group riding. Additionally, the Road Captain may select assistants to aid in special tasks (such as planning and leading individual rides) and may chair appropriate activities committee as directed by the chapter Director or Executive Committee.
  - (4) Sergeant-at-Arms. The Sergeant-at-Arms shall preserve order at meetings and gatherings, assist the Road Captain in enforcing all rules of safe riding during rides and runs; supports the Treasure by maintaining accountability and physical control of all Chapter property other than insignia and perform such other duties or chair such committees as may be from time to time assigned by the Director or Chapter Executive Committee.
  - (5) Safety Officer. The Safety Officer supports the Road Captain and Executive Committee by presenting motorcycle safety briefings at all normal General Meetings, advise members on safe operations on and off the motorcycles, and provide recommendations to the Executive Committee on how to improve Chapter safety.
  - (6) Membership Chairman.
    - (a) The Membership Chairman supports the Secretary by maintaining membership records.
    - (b) The Membership Chairman shall collect membership dues, and provide same to Treasurer on a regular basis.

- (c) The Membership Chairman is charged with the review and/or collection of eligibility documentation as required to demonstrate compliance with National membership requirements, and to demonstrate any additional requirements as may be defined by the sponsoring Post Executive Board, applicable Department rules; or State and Local laws.
- (d) The Membership Chairman shall render detailed membership reports annually or when called upon to do so at regular meetings of the Chapter.
- (e) Additionally, the Membership Chairman shall send renewal notification to members of record upon availability of TAL, ALA, and SAL membership cards for the following membership year and process renewals.
- (f) For renewals and new members, the Membership Chairman shall prepare and distribute new Chapter Membership Cards of an Executive Committee-approved design.

## **7. Finance**

- a. Membership dues are set at \$20 a year.
- b. The Executive Committee may authorize other fundraising efforts.
- c. The Executive Committee shall approve all fund expenditures (checks, cash, use of a debit card, or fund transfers) and document those decisions in meeting minutes. Under normal operations the Treasurer shall disburse the funds. In his absence, the Director may appoint another Executive Committee member to conduct the disbursement. A receipt must be obtained for all disbursements, and given to the Treasurer.
- d. The Chapter will provide a monthly financial report to the American Legion Post 60 executive committee.
- e. As part of the monthly Treasurer's Finance Report, the treasurer shall provide an itemized list of all disbursements, the recipient, and the purpose.
- f. The American Legion Post 60 Treasurer shall have full access to the Chapter Bank account, with the authority to review, disburse, and transfer funds as directed by the American Legion Post 60 Executive Committee.

## **8. Clothing and insignia**

- a. All full members are encouraged to wear a vest during all Chapter activities, upon which will be attached the following items (all of which will be sold by the Treasurer):
  - (1) The "1 Line Legion Rider's Back Patch", as copyrighted and sold by The American Legion's Emblem Sales division. The back patch must have the word "MARYLAND" embroidered in gold below the ALR emblem. No other words will be added to the back patch. (Exception – any American Legion Riders back patches will additional words purchased by Chapter Riders prior to 1 October 2016 may continue to be worn). No rocker or patch will physically touch The American Legion Riders back patch due to trademark laws.
  - (2) A separate Top Rocker embroidered in gold lettering with the words "LAUREL POST 60" shall be affixed above the ALR back patch.

- (3) A separate bottom rocker is optional. If worn, it will be embroidered with gold lettering as listed below:
  - (a) "VETERAN" – for all members of the American Legion, or for SAL members whose service would otherwise qualify them for TAL membership except that the dates of service do not cover a qualifying wartime period.
  - (b) "SQUADRON" – for all members of the Sons of the American Legion
  - (c) "AUXILIARY" – for all members of the American Legion Auxiliary
  - (d) "SUPPORT" – for all support members. (THIS ROCKER IS MANDATORY, AND MUST BE WORN BY ALL SUPPORT MEMBERS).
  - (e) A second top rocker embroidered in gold lettering with the words "CHARTER MEMBER" may be worn by any member who were Chapter members on or before September 7<sup>th</sup>, 2010. This rocker shall be worn above the "Laurel Post 60 Top Rocker.
- (4) An American Flag patch, worn high on the left breast with no patches above it.
- (5) As an alternative to (1) through (3) above, the single "Three Line Legion Rider's Back Patch", 12 inches high, as copyrighted and sold by The American Legion's Emblem Sales division. This is not sold by the Treasurer, but must be purchased by the member. If this option is chosen, the member will ensure that the following information is embroidered on the patch: Line 1 (above emblem) – "LAUREL POST 60", Line 2 (below emblem) – "MARYLAND", Line 3 (below emblem) – "VETERAN", "SQUADRON", "AUXILIARY" or "SUPPORT" as outlined in (3) above.
- b. Other recommended, but not required patches include the official ALR name tag (worn on the right chest), Maryland state flag, the POW/MIA patch, a breast patch designating the member's unit (TAL, ALA or SAL), and patches designating officer positions.
- c. No patch or item of clothing containing sexually explicit, vulgar or incendiary language, or anything that would bring discredit up the American Legion's public image and reputation should be worn whenever a member could be identified as an American Legion Rider.

## **9. Activities**

- a. During Chapter activities, members will comply at all times with the motor vehicle safety, licensing, and insurance laws or regulations of the state in which operating.
- b. No alcohol will be consumed before or during Chapter organized rides. If a member chooses to consume alcohol during such an ride, they cannot continue to ride in formation with the group on that ride. This rule applies only to rides, and not to non-riding activities or activities after the conclusion of a day's ride.
- c. For each Chapter Activity, the Director (for all activities) or Road Captain (for riding activities) will designate a leader. The leader shall plan, organize and advertise the activity. After the activity, the leader shall submit a short report to the executive committee listing who attended and what occurred. This will be

used by the Director for monthly newsletter articles and the Public Affairs Officer for social media posts and the unit history.

- d. All activities will begin with the Pledge of Allegiance, and, if the Chaplain is present, a prayer.
- e. The ride leader will ensure all non-Chapter members sign the waiver form (see Appendix). After the event, the ride leader will submit the form to the Secretary for filing.
- f. The leader of any riding activity will conduct a pre-ride safety brief, covering:
  - (1) Designation of ride lead and tail
  - (2) No Alcohol. If they drink, they cannot continue with the group
  - (3) Full tank...or enough gas for the ride
  - (4) Brief description of destination / route / any potential trouble spots
  - (5) Formation Explanation (i.e. staggered, single file, two abreast)
  - (6) Following Distance (e.g. 1 Second / 2 Second Minimum)
  - (7) No large gaps in group
  - (8) Cornering – every rider has the whole lane for corners
  - (9) Basic Hand Signals: Left / Right Turns, Slow, Stop, Single File, Resume Stagger, point out Road Hazards
  - (10) Follow all traffic laws. No lane blocking/splitting. No riding on the shoulder or between cars. Obey stop signs; traffic lights. Do not take off from a stop sign just because the rider in front of you went. Make sure the road is clear.
  - (11) Buddy system; bread-crumbs method. Should the group get separated, the last rider of the group able to continue, needs to pull over if there is a decision point (traffic circle, the road forks, the group turns off the road being traveled, etc). When the group catches up to the rider who stopped to wait, all riders will follow that rider to the next rider who is waiting at a decision point.
  - (12) Cars are bigger – always expect them to enter into the formation
  - (13) Stay with Group even if a Rider drops out. The Rear RC will stay w/the rider
  - (14) Changing Lanes – Group moves over from Rear...wait for Tail to secure
  - (15) Running lights off except for Rear Road Captain, when necessary (Lead RC decision)

**10. Notices.** All critical announcement to the membership required by this SOP will be sent via email. Every member shall furnish the Chapter Secretary with a valid email address. The Executive Committee may waive this requirement. If waived the Secretary will send critical announcements to the waived member through the postal system.

**11. Records Management.** The Secretary is responsible for the Chapter files, which will be kept on site at the Post. Documents provided as part of membership application and renewal, except for the membership form itself, will be stored for one calendar year. Financial documents will be stored for three years. All other records will be stored for 7 years. The Secretary will destroy records at the end of these time periods, using a method that ensures the safety of any personal or financial information (shredding, burning, etc.).

**12. Amendments**

- a. This SOP is subject to the provisions of the National American Legion, Maryland Department, and Laurel Post 60 Constitution and Bylaws. Any amendment to the National, Department, or Post Constitution that is in conflict with part of this SOP shall take precedence.
- b. This SOP may be amended at any regular Chapter meeting by a vote of two-thirds of the membership attending such regular meeting provided that the proposed amendment shall have been submitted in writing, and read at the immediate preceding Chapter meeting. Further, that traditional mail or electronic mail notice shall have been sent to all members' addresses of record at least 5 days in advance of the date which such amendment is to be voted upon, notifying said members that at such meeting there will be a proposal to amend the SOP.

**13. Resolutions.** All resolutions of state or national scope presented to this Chapter by a member or reported to this Chapter by a committee shall merely embody the opinion of this Chapter on the subject and copy of same shall be forwarded to the Post/Department headquarters for its approval before any publicity is given or action other than mere passage by the Chapter is taken.

**14. Elections:**

- a. Elected Officers of this Chapter shall be elected annually in the same month as elections for Post officers and take office at the meeting next following that of the election.
- b. The current Chapter Secretary shall run the election.
- c. The Chapter Secretary shall notify all chapter members (using their provided contact data) at least two weeks before the annual election.
- d. Only those present at the election meeting can vote or run for office. (Exception, if a member provides written notice to the Secretary that they wish to be considered for a specific position but could not attend the meeting, his candidacy will be considered.
- e. At the election meeting, members must be nominated and seconded by present members to be considered candidates. The Election shall be by ballot and the candidate receiving the highest number of votes shall be elected to the respective office which they are candidates. If there is only one candidate for an office, no votes need be cast. If there are no candidates for an office, that office will be considered vacant and will filled by the executive committee using the vacancy rules.
- f. The election of the Sergeant-at-Arms, if required as described in paragraph 5, "Officers," may be held along with the other elections or at the following General Meeting, as determined by the Secretary.

**15. Disciplinary Action**

- a. All disciplinary actions will be handled by the Executive Committee, upon receipt of a written complaint by a member of the Chapter or the American Legion 60 Post Commander. The complaint must allege violation of some aspect of this SOP or any action that could be considered detrimental to the good order and discipline of the Chapter.
- b. The accused member will be made aware of the contents of the complaint by the Director, who will invite the member to a special executive committee session.

- The accused member may bring any written statements, witnesses or other evidence to defend themselves from the complaint.
- c. The Director may appoint one or more executive committee members to gather and present evidence against the accused member.
  - d. The Executive Committee will hear all evidence from both sides, and then render a decision and, if necessary, punishment
  - e. Punishments may include restriction from Chapter Activities for a period of time (or until restitution is made), removal from elected or appointed officer position, revocation of the individual's Chapter membership, or forwarding of charges to the American Legion Post 60 Commander for dispensation in accordance with the Post Constitution and Bylaws.
  - f. If an individual's Chapter membership is revoked, the Treasurer will return a partial year, pro-rated share of the individual's dues to that person

**APPENDIX:**

**CHAPTER  
FORMS**



# The American Legion Riders

Post 60, Laurel, Maryland

## Member Information Form/Application for Membership

**ABOUT YOU:** Complete this section in its entirety.

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Nickname/Rider Name: \_\_\_\_\_

Home Address: \_\_\_\_\_ Apt: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Wife/Husband: \_\_\_\_\_

Birth Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ email address: \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

This is who we will contact should something happen to you.

### Check One:

Member of:  Legion  SAL  Auxiliary at Post # \_\_\_\_\_ Member#: \_\_\_\_\_

ALR Member Number (for renewals): \_\_\_\_\_ (for new members, this will be assigned by the Chapter)

**ABOUT YOUR BIKE:** Complete this section if you will be riding a motorcycle with the ALR. Cross it out if you will be a passenger

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Displacement: \_\_\_\_\_

**FOR THE LAWYERS:** Check the box alongside the appropriate statement below, draw a large "X" through the statement that does not apply to you, and sign and date BOTH sections. If you do not own a motorcycle, also put a large "X" through the "About your bike" section.

"I, the undersigned, certify that the motorcycle listed above is registered in my name and in accordance with state, city, and/or local licensing and registration requirements. I further certify that I carry property and liability insurance for myself, my passengers, and my motorcycle which meets at least the minimum state, city, and/or local insurance requirements. I also certify that I carry a valid driver's license with either a cycle endorsement or a valid Motorcyclist Temporary Instruction Permit in accordance with state, city, and/or local laws. If my status changes, I will request, complete, and submit a new Member Information Form."

"I am joining as a passenger of the following Rider: \_\_\_\_\_ or as a Support Member who has been voted in by the Chapter membership. I will not be operating a motorcycle as an American Legion Rider, but may be participating in American Legion Rider events as a passenger. If my status changes, I will request, complete, and submit a new Member Information Form."

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

All members must signify their understanding and certification of the relative section above by signing and dating here.

"I, the undersigned, agree that the American Legion, and the American Legion Motorcycle Association (henceforth referred to as 'The American Legion Riders' or simply as 'Riders'), shall not be liable or responsible for damage to property or injury to persons including myself during any Riders activities, even where the damage or injury is caused by negligence (except willful neglect). I understand and agree that all Riders members and their guests participate voluntarily, and at their own risk in all Riders activities. I release and hold the Riders officers and the American Legion harmless for any injury loss to my person or property that may result through my participation in the Riders and/or their activities. I understand that this means that I agree not to sue the Riders officers, whether local, state or national, nor the American Legion for any injury resulting to myself or my property in connection with and Riders activities."

"Furthermore, I agree to abide by the Bylaws set forth by the American Legion Riders (National Organization) and any additional rules set forth by the local Chapter Laurel Post 60."

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

All members must signify their understanding of and agreement with the above by signing and dating





## SPECIAL EVENT & LIABILITY RELEASE AGREEMENT

**PLEASE READ CAREFULLY BEFORE SIGNING**



I expressly consent to participation in this event (hereafter referred to as "EVENT") :

Held on: \_\_\_\_\_

I understand that any and all recreational activities involve inherent and other risks of **INJURY and DEATH**. In consideration for being permitted to participate in the EVENT, the event being The EVENT I **voluntarily agree to expressly assume all risks of injury or death** that may result from participation in the EVENT, or any other activity at The American Legion, Laurel Post 60 or at any location while participating in EVENT.

Furthermore, I hold all sponsors or contributors for the EVENT, all employees, volunteer workers, agents, representatives, successors-in-interest, and assigns (collectively "Providers") **from all liability for injury, death, property loss and/or damage that results from participation in EVENT, or is related to any other activity for the EVENT, including all liability which results from the NEGLIGENCE of PROVIDERS, or any other person or cause.**

I further agree to defend and indemnify PROVIDERS for any loss or damage arising from claims or lawsuits for personal injury, death, and property loss and damage related to participation in the EVENT or any related activity of the EVENT.

I agree to drive safely always, to conduct myself in a responsible manner, to comply with all applicable safety and DOT laws, to carry insurance for my vehicle as required by The State law of Maryland or the District of Columbia, as appropriate, as well as the rules and policies of the EVENT and any participating facilities.

I authorize any person connected with PROVIDERS or the EVENT to administer first aid to me, as they deem necessary. I authorize medical and surgical care and transportation to a medical facility or hospital for treatment necessary for my well-being, at my expense.

I agree that any and all photographs, videos, motion pictures, movies, or television coverage of me taken or made at any time during, by, or in connection with the EVENT, or any reproduction, likeness, or resemblance of the same, in any and every form, style, size, or color, as well as my name, may in any manner be used, published, displayed, dealt in, and copyrighted by PROVIDERS and/or their successors and assigns, or by any other person or business entity authorized by PROVIDERS, without any restriction or limitation whatsoever, for the marketing and promotion of future events and PROVIDERS.

This agreement is binding upon my heirs, executors, administrators, and assigns. I acknowledge this agreement is governed by the applicable laws of the State of Maryland.

If any provision of this agreement is held in whole or in part to be unenforceable for any reason, the remainder of that provision and of the entire agreement will be severable and remain in effect.

**I HAVE READ, UNDERSTAND, AND VOLUNTARILY AGREE TO THIS AGREEMENT AND RELEASE OF LIABILITY.**

**Parent/guardian:** If participant is a minor, I verify that I am the parent or guardian of the minor, and I have authority to enter into this agreement on behalf of the participant.

Participant/Parent/Guardian's: \_\_\_\_\_ Date: \_\_\_\_\_

Participant/Parent/Guardian's: \_\_\_\_\_ Date: \_\_\_\_\_

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Participant/Parent/Guardian's: \_\_\_\_\_ Date: \_\_\_\_\_