ADMIN & ORGAN

OFFICIAL CATALOGUE

OF

THE AMERICAN LEGION

EMBLEMS *and* SUPPLIES

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EMBLEM DIVISION, NATIONAL HEADQUARTERS
THE AMERICAN LEGION

INDIANAPOLIS INDIANA

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Foreword

This catalogue has been prepared by the Emblem Division to fulfill the need for a compact and complete list of Legion emblems and supplies that are available to the individual Legionnaire, Post and Department.

The Legion emblem is both copyrighted and patented and the manufacture and sale of all articles incorporating its use is controlled exclusively by National Headquarters.

The Emblem Division, which is primarily a service division, was organized solely to procure and offer for sale any and all material incorporating the emblem that might be desired by the field. It is YOUR division maintained solely for your convenience. The hearty support of each Legionnaire is vitally necessary in order that the utmost protection might be afforded the Emblem.

All supplies are purchased in large quantities by the competitive contract method and in this way the highest quality merchandise is secured at the lowest possible prices. The entire organization is given the benefit of the economy thus effected.

The profit from the sale of this material, which in every instance is a most fair one, reverts back entirely to National Headquarters to be expended along the lines most needed to produce the maximum benefit to the entire organization.

Preserve this copy for future use.

LEMUEL BOLLES,
National Adjutant.

Instructions for Ordering

Write plainly (typewrite if possible) especially in ordering Post Banners or Emblem Lamps. Be sure that your name and address is properly specified.

Post Banners, Emblem Lamps, Grave Markers and Seal Presses are made on special order only. THESE ARE NOT CARRIED IN STOCK, ten days to two weeks' time being necessary to accomplish delivery. Proper time allowance should therefore be made in ordering these items.

The Emblem Division operates on a strictly cash basis, accepting no charge orders. This is in compliance with a resolution passed by the second national convention. It is, therefore, necessary that REMITTANCE IN FULL ACCOMPANY ALL ORDERS. Membership buttons, card cases, jewelry, etc., and other items which are carried in stock can, if more convenient, be shipped C. O. D.

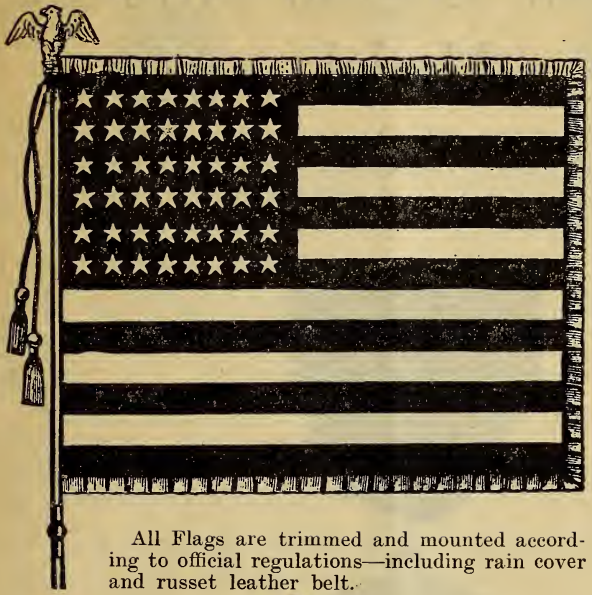
Absolute satisfaction both as to price and quality is guaranteed without any reservations.

A PROMPT REFUND WILL BE MADE ON ANY PURCHASES THAT MIGHT PROVE UNSATISFACTORY.

READ CAREFULLY BEFORE ORDERING

Official Stand of Colors

Each Post Should Have a Stand of Official Colors



All Flags are trimmed and mounted according to official regulations—including rain cover and russet leather belt.

Can you picture your Post participating in parades and other patriotic observances without a Post banner or at least an American Flag? Hardly! It would be like reveille without a bugler, or guardmount without a band!

PRICES

Silk, U. S., $45, delivered

Silk, Post, $90, delivered

Wool, U. S., $25, delivered

Wool, Post, $40, delivered

Remittance must accompany all orders.

Specifications

All Banners and Flags, size 4 1/3′x 5½′. Prices quoted include complete equipment.

All Silk Banners and Flags made of U. S. Government quality banner silk.

All Wool Banners and Flags made of best grade all-wool fast-color bunting.

The Post Banner

Made of double thickness material so that the wording reads correctly on both sides.

Each U. S. Flag is of single thickness material with sewed stripes, same size, and trimmed and mounted in the same manner.

Post Standards are lettered with name and number of Post and name of city in which Post is located.

THE OFFICIAL

American Legion Athletic Medal

A medal of standard design which has been approved and adopted by the National Athletic Commission to further its efforts to standardize Legion athletic activities.

A distinctive and unusually attractive medal.

The winged-foot of Mercury is symbolic of all branches of athletics, while the figure holding the laurel branch denotes victory. The Legion emblem is reproduced in splendid detail and in full colors.

This standard medal eliminates the necessity of individual medals for each event, as it is suitable for the 100-yard dash as well as the high jump, and other events. On the reverse side of the medal is ample space for engraving the "Event," "Time" and the contestant's name as well as any other data that might be desired.

Price

Bronze	$1.50	Gold Filled (20-year)	$ 7.00
Sterling Silver	3.75	10K Solid Gold	20.00
Gold Filled (10-year)	5.00	14K Solid Gold	25.00

Note: All medals, except Bronze, subject to 5% War Tax.

Athletic Emblems

Each emblem is an exact reproduction of the Legion Emblem in full colors.

Size 4 inches in diameter.

Just the thing for all athletic uniforms and swimming suits.

Prices

Printed Felt	$0.25
Cut and Sewed Felt	.50
Silk Embroidered	1.00

Legion Transfers

Each transfer is an exact reproduction of the Legion emblem in full colors, size 6 inches in diameter.

Just the thing for the windows and doors of Post headquarters.

Fine for auto windshields, too!

Price

Each	$0.25

10% discount in lots of 50 or more.

Prizes

A great number of Posts are offering special prizes in connection with membership drives.

This is a splendid idea and one that is getting big results.

Consult the Emblem Division in selecting suitable prizes. Any number of attractive prize combinations can be worked out involving just as much or little money as is desired by your Post.

Bronze Memorials

A splendid service is available to Posts and Departments desiring to purchase bronze memorials of a special design.

Special drawings, blue prints and sketches will be submitted upon receipt of a rough drawing setting forth the ideas to be carried out.

Because of the large volume of this material purchased each year the Emblem division is in a position to quote the most attractive prices.

OFFICIAL
American Legion Grave Marker

Emblem Patented December 9, 1919

An exact reproduction of the Legion emblem 7 inches in diameter, equipped with a solid brass rod 30 inches long.

The back is made with a raised plate effect for engraving or casting the name, rank, organization, etc. Lugs are provided, drilled with holes, to accommodate a small Flag.

Engraving name and rank three cents per letter extra. Casting name and rank can be done for a flat charge of seventy-five cents (75c).

A most dignified and fitting memorial symbolic of the tribute due those men who were members of your Post.

The grave of each deceased member of your Post should be marked with an Official Legion Grave Marker before next Memorial Day.

These markers are made of the highest quality of commercial bronze and will last indefinitely under all sorts of weather conditions without rusting.

Price $1.30 Each, F. O. B. Factory

Note: The above price represents actual cost plus "overhead" expense.

REMITTANCE MUST ACCOMPANY ALL ORDERS

Special Orders

The Emblem Division is constantly at your service! At your service to aid you and your Post in securing anything of a special nature incorporating the Legion Emblem.

It is YOUR division, maintained solely for your convenience.

Make use of this service at every opportunity.

Convention Badges

Special samples and appropriate color sketches of convention badges will be submitted upon request.

This applies to all special badges that might be required from time to time.

Help us to give all possible protection to the emblem and order all special and convention badges through the Emblem division.

Write for special Souvenirs and convention badge catalogue.

Pillow Tops and Pennants

A most attractive line of felt pillow tops and pennants has been provided incorporating the Legion emblem.

These make splendid decorations for Post headquarters as they are not only very attractive but very durable.

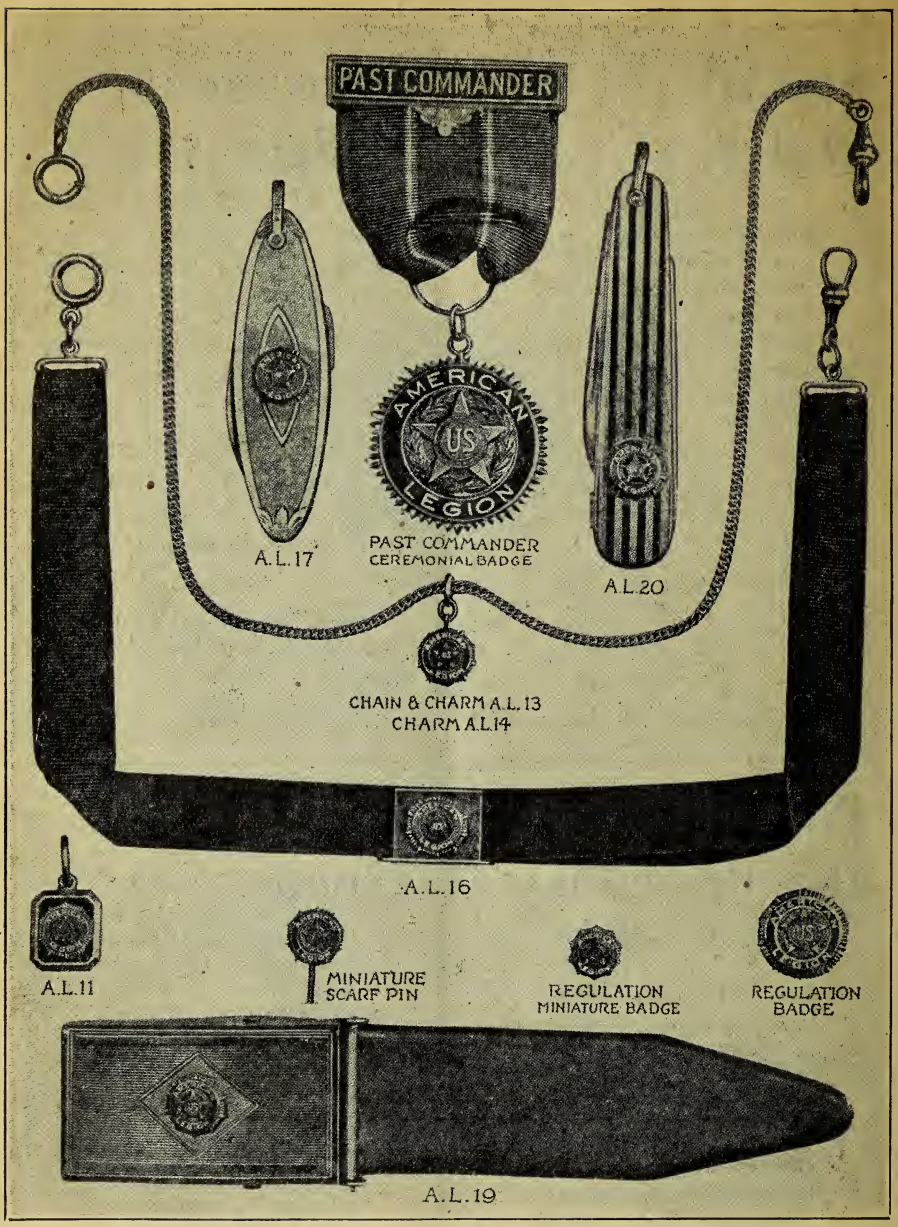
Write for the special catalogue of Post decorations and tone things up a bit.

Sporting Goods

A complete line of standard athletic equipment is now available to Legion Posts and individual Legionnaires in good standing at a substantial reduction.

The line is a most complete one and includes everything that might be desired in the way of sporting goods.

If you haven't a catalogue write for one at once.



A. L. 13	Gold Filled Chain, with Charm (Simmons Chain)						$ 3.75
A. L. 14	Gold Filled Charm, without Chain						1.50
A. L. 15	Gold Filled Chain, with Charm (extra heavy Simmons Boston Link Chain)						5.00
A. L. 20	Gold Filled Knife, with Gold Filled Emblem						3.50
A. L. 16	Waldemere Ribbon, with Gold Filled mounting and emblem						2.00
A. L. 11	Gold Filled Enameled Watch Charm, $2.00					10-K	5.00
Miniature Scarf Pin						10-K	1.50
Miniature Badge for Coat Lapel		Gold Plated	$0.25	10-K	1.50	14-K	2.00
Regulation Badge for Coat Lapel		Gold Plated	.25	10-K	2.50	14-K	3.50
Past Commander's Badge (Engraving 3c per letter additional)				10-K	15.00	14-K	20.00

Add 5 per cent to prices quoted to cover War tax.
Note: Remittance should accompany all orders.
NOTE: AL17 AND AL19 DISCONTINUED.

AMERICAN LEGION JEWELRY

A.L.25

A.L.7

A.L.23

A.L.26

A.L.10

A.L.5

A.L.1

A.L.9

A.L.3

A.L.24

A.L.8

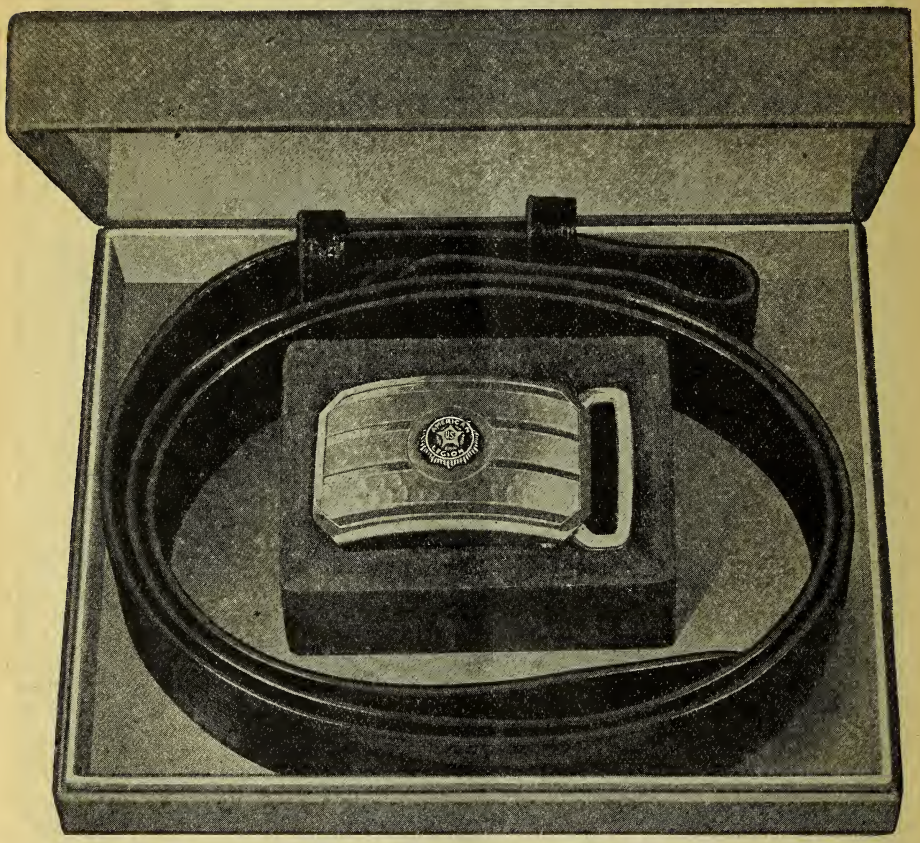
A.L.27

A. L. 25	Rose Gold Eagle Ring, with full size emblem	10-K	$12.50	14-K	$16.50
A. L. 26	Bright or Roman Gold Ring, with full size emblem	10-K	12.00	14-K	15.00
A. L. 1	Bright or Roman Gold Ring, with half size emblem	10-K	8.00	14-K	10.00
A. L. 24	Rose Gold Eagle Ring, with full size emblem	10-K	12.50	14-K	16.50
A. L. 23	Rose Gold Ring, with full size emblem	10-K	12.00	14-K	16.00
A. L. 5	Rose Gold Eagle Ring, with half size emblem	10-K	10.50	14-K	13.00
A. L. 3	Bright or Roman Gold Ring, with half size emblem	10-K	8.00	14-K	10.00
A. L. 27	Bright or Roman Gold Ring, with full size emblem	10-K	12.00	14-K	15.00
A. L. 7	Gold Filled Loose Links				3.50
A. L. 10	Dumb Bell Links	10-K	10.00	14-K	12.00
A. L. 9	Lever Links	10-K	10.00	14-K	12.00
A. L. 8	Gold Filled Lever Links				3.50

Add 5 per cent to prices quoted to cover War tax.

Note: Remittance should accompany all orders.

A Real Legion Belt



Each set consists of a genuine leather double thickness hand sewed belt and a silver buckle upon which the Legion emblem in full colors is mounted.

What better way of showing your Legion membership?

Prices

Silver Plated ----------$2.75 Complete
Sterling Silver ---------- 4.50 Complete
Plus 5% War Tax

Note: Each belt packed in a handsome gift box as illustrated.

"Tone Up the Old Bus"

With one of these Handsome
Auto Radiator Decorations!

An exact reproduction of the Legion emblem, beautifully enameled in full Legion colors. Size 2½ inches in diameter. Finished in rose gold.

A real radiator emblem that will set off the "Flivver" as well as the snappiest Pierce-Arrow that ever turned a wheel!

(Exact Size)

Equipped with a bolt and lock nut for fastening through the honeycomb of the radiator.

This is an especially well-made emblem that will withstand the constant vibration that it will be subjected to.

Can be fastened through the front of the radiator at any desired point.

Price $1.00 each delivered

Post Finance and Membership Records

These records, which are an absolute necessity to each Legion Post, were especially designed to meet the Post's individual requirements in maintaining a permanent and correct membership and finance record. Because of their simplicity, they require no special knowledge of bookkeeping or accounting and complete instructions are included in each set.

These records come in two different forms, one having a light press board binder while the other is bound in a heavy quality of binder cloth and equipped with genuine leather corners. Each set of records, however, is composed of two binders, one containing an individual member's record sheet and the other containing the necessary financial record sheets for the correct handling of your Post's finance problems.

The sets equipped with press board binders are furnished in the following sizes and at the prices indicated:

100 Members	$ 5.00
150 Members	6.50
200 Members	7.75
250 Members	9.00
300 Members	10.25

While this particular type of record could be compiled for a Post having a membership in excess of three hundred, and at a price directly in proportion to the above, we do not recommend it, as this would necessitate the use of additional binders. In explanation, three hundred ledger sheets is just about the maximum number that can be bound in this lighter type of binder.

For the larger Posts, we have had designed a heavier type of binder having genuine leather corners and index tabs, which is the last word in accounting forms. These can be furnished at the prices quoted below:

300 Members	$27.00
350 Members	28.25
400 Members	29.50
450 Members	30.75
500 Members	32.00

For Posts having a membership in excess of five hundred, one additional member's record sheet is required for each additional member. These sell for 2½c each. Because of the particular construction of the binders in these larger sets, extra filler sheets can be added from time to time which will more than adequately take care of the largest Post, and in this way provide a complete and permanent record, requiring but two binders. The filler sheets are identical in all of the above forms. These are described on the next two pages.

Cash Balance Sheet and Bank Statement

THE AMERICAN LEGION

CASH BALANCE SHEET AND BANK STATEMENT

FORM AUTHORIZED BY NATIONAL HEADQUARTERS — FORM 103

MONTH OF					MONTH OF				
DAY	MEMO.	DEPOSITS	CHECKS	BALANCE	DAY	MEMO.	DEPOSITS	CHECKS	BALANCE
	BALANCE BROUGHT FORWARD					BALANCE BROUGHT FORWARD			
1					1				
2					2				
3					3				
4					4				
5					5				
6					6				
7					7				
8					8				
9					9				
10					10				
11					11				
12					12				
13					13				
14					14				
15					15				

Form 103—Cash Balance Sheet and Bank Statement: This is a summary of your daily total deposits and checks drawn. The balance brought forward, plus the total checks drawn, will give the daily entry for balance. The total of the "Deposits" column should agree with the total of the "Amount Received" column on Form 101, and the total of "Check" column should agree with the total "amount of check" column on Form 102. Sheets 101 and 102 may be totaled and ruled off each month and "Balance" only be carried forward on Form 103 and totals not accumulated for the entire year's period.

Members' Ledger

THE AMERICAN LEGION

SERVICE ORGANIZATION _____ NAME _____

DATE ENTRY INTO SERVICE _____ ADDRESS _____

DATE DISCHARGED _____ CHANGE IN ADDRESS _____

BORN _____ WHERE _____

TRANSFERRED _____

REMARKS _____ PROFESSION _____

ACCOMPLISHMENT _____

DEPENDENTS _____

MADE BY BAKER-VAWTER CO. — FORM AUTHORIZED BY NATIONAL HEADQUARTERS — FORM 105

DATE	MEMO.	DUES	ASSESS-MENTS	MISCEL.	TOTAL CHARGE	CREDITS	BALANCE	DATE	MEMO.	DUES	ASSESS-MENTS	MISCEL.	TOTAL CHARGE	CREDITS	BALANCE

Form 105—Members' Ledger Is a Record of Each Member's Account—To start system use one full sheet for each member; this will prevent your carrying dead accounts and will make it possible for you to maintain the alphabetical feature of system. Post your balance from old records, using black ink to indicate a charge balance and red ink to indicate a credit balance.

Keep Your Old Records—When an assessment is voted or new dues fall due you should set up a charge against each member. Post credits from your cash receipts record. If a member gives you a check which the bank does not honor never fail to charge it back to member on his ledger account.

Play Safe—Record every penny of cash received—and make all disbursements by check. By all means see that your remarks are comprehensive enough to make future reference positive. Make all entries as transactions occur. Your books are a history of your business..

Record of Cash Receipts

THE AMERICAN LEGION SHEET NO._____

RECORD OF CASH RECEIPTS FOR THE MONTH OF

DATE	FROM WHOM RECEIVED	REMARKS	AMOUNT RECEIVED	FOR WHAT RECEIVED					
				POST DUES	STATE DUES	NAT'L DUES	OTHER DUES	ASSESSMENTS	MISCEL.

Instructions For Use of Official Post Accounting Records.

Instructions For Use of Official Post Accounting Records: Read instructions at bottom of Form 103. Make all entries correctly. Be sure your "remarks" are descriptive enough to tell the complete story.

Form 101—Record of Cash Receipts: Under "from whom received" enter the name of the individual from whom the money is received. Under "amount received" enter the total amount received. This is to be done regardless of the transaction. The "remarks" column and the six columns on the right are for the analysis of the transaction. Example: Dave Brown gives you $19.00, covering dues at $5.00 each of 2 new members and $9.00 that he realizes from the sale of dance tickets. The entry would be:

From whom recd.	Remarks	Amt. rec.	Post dues	State dues	Nat. dues	Misc.
Mar. 1st—Dave Brown;	Dues; J. B. Green_____	$19.00	$3.00	$1.00	$1.00	
	Dues; Geo. White _____		3.00	1.00	1.00	
	Dance proceeds _____					$9.00

Record of Checks Drawn

THE AMERICAN LEGION SHEET NO._____

RECORD OF CHECKS DRAWN ON _____ BANK FOR THE MONTH OF

DATE	PAYABLE TO	REMARKS	CHECK NO.	AMOUNT OF CHECK	FOR WHAT PAID			
					STATE DUES	NATIONAL DUES	OTHER DUES	MISCEL

Form 102—Record of Cash Disbursements: Observe all rules pertaining to cash receipts. If one check covers more than one class of expense, use additional lines for your analysis. If a check which you have deposited is not honored by the bank you should run it through your record of cash disbursements instead of deducting from cash receipts.

Past Commander's Badge

(Exact Size)

A gift that would long be remembered by your retiring Post Commander.

The top bar is equipped with a joint pin and safety catch. The medallion which is suspended from official Legion ribbon is beautifully enameled in full Legion colors.

Each top bar is enameled in blue for Post and white for Department.

All enameling is hand polished.

Prices

Bronze	$1.00
10K Solid Gold	15.75
14K Solid Gold	21.00

Above prices include War Tax.

Past Commander's Ring

A heavy masculine looking ring that would make a never-to-be-forgotten gift to your former Commander.

A most practical way of expressing your appreciation for services well done.

One of these rings presented to your retiring Commander would be a constant source of pleasure and a daily reminder of the old days when he "skippered" so well the old Post or Department.

Prices

10K Solid Gold	$21.00
14K Solid Gold	26.25

Above prices include War Tax.

Card Cases!

Your membership card is one of your most valuable assets.

PROTECT IT with one of the leather cases which have been designed especially for that purpose.

They are double thickness genuine leather, size 4½x3 in. when folded. One leather and one celluloid pocket with the emblem and name, The American Legion, stamped in gold.

Price

Each ----------$0.50

Special price in lots of 50 or more.

Here's a Keen One

That auto radiator decoration described on page 13 is the best looking thing we have seen in many a day.

Take another look at it!

It's small, neat and inconspicuous, yet it tells the world that you are a member of the greatest organization in existence!

Price

Each ----------$1.00

Official Jewelers

If your Post hasn't appointed an Official Jeweler by all means do so at once.

Official Jewelers carry a complete stock of Legion jewelry and membership buttons at all times.

Bring it up at your next meeting and decide on one of your local jewelers. Simply forward us his name requesting his appointment and the Emblem Division will do the rest.

The advantages are many to your Post.

Legion Rings

There is no better way of showing your Legion membership than with one of the good looking rings shown on page 11.

Each one is an example of the art of jewelry making. They are all heavy and massive and distinctly masculine.

Look 'em over again!

OFFICIAL SEALS

FOR

AMERICAN LEGION POSTS

Weight 4½ lbs.
With 2 inch Brass Die

EMBLEM
PAT. DEC. 9th, 1919
COPYRIGHT
1920

PRICE
$6.00

FAC-SIMILE IMPRESSION ACTUAL SIZE

The above Seal is especially constructed for the requirements of American Legion Posts in executing important documents and official papers.

The die is hand engraved and cut extra deep, affording a clear and perfect impression at all times.

This department in making a guarantee purchase, has been able to procure these seals at a price which, if ordered in single lots, could not be duplicated.

Price $6.00 delivered

Remittance Must Accompany Order.

When Ordering, Don't Fail to Advise Us Post Name and Number.

Official Members Badge of The American Legion

Manufactured and distributed only by National Headquarters of The American Legion.
Emblem Patented November 12, 1919. Copyright 1919. The American Legion.
Under authority of the War Department, this badge may be worn on all Service Uniforms.

POST OFFICER'S BADGE

Top bar also furnished lettered to indicate:

Post Vice-Commander
Post Adjutant
Post Treasurer
Post Chaplain
Post Sergeant-at-Arms

SERVICE BAR

Service Bar Furnished with Each Badge

MEMBER'S BADGE

Each Post and Department should provide its Officers with a complete set of these badges and they should be worn at all meetings and official Legion gatherings and functions.

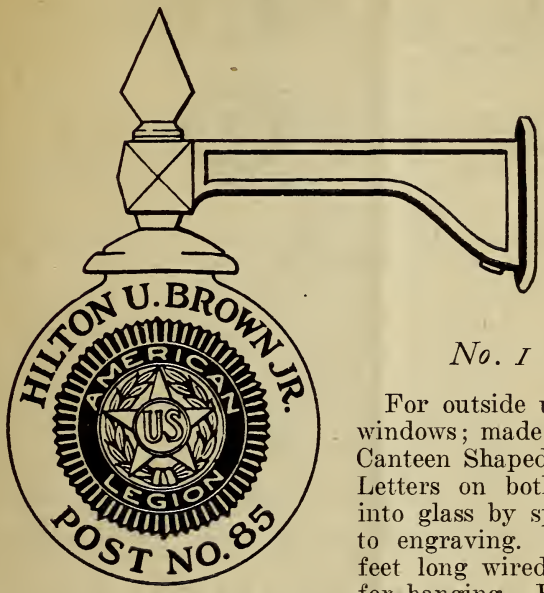
The wearing of this OFFICIAL BADGE at meetings will help the morale of your Post wonderfully. Try it!

Price $1.00 Each for Both Types

Note: In lots of 50 or more 5% discount. In lots of 100 or more 10% discount.

The Sign of the Legion

"Day or Night" it "Shows up Bright"



No. 1 Mono Type

For outside use over doorways or windows; made in 16-inch size Solar Canteen Shaped White Glass Globes. Letters on both sides. Letters cut into glass by special process similar to engraving. Special fixture 1½ feet long wired complete with bolts for hanging. Requires only one incandescent lamp. Sign complete, as illustrated, $27.00, F. O. B. Chicago. Flashing Socket, $1.50 extra.

(Incandescent lamp not furnished with this sign)

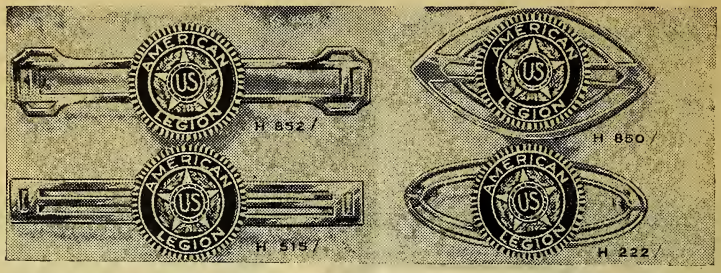
No. 2 Pedestal Type

For inside use. This is the official emblem lamp required in initiation work by the "Manual of Ceremonies." Globe same as described above but lettered on one side only. Each lamp equipped with 10 feet of cord, socket and plug. Price $20.00 F. O. B. Chicago. Flashing Socket, $1.50 extra.

(Incandescent lamp not furnished with this sign)

Remittance must accompany order.

LEGION BROOCHES



These brooches, which are distinctly feminine in their appeal, were designed especially for the women members of the Legion.

A gift that would delight most any of the fair sex.

No.	Sterling	10K Gold	14K Gold
H850	$0.85 ea.	$3.50 ea.	$4.75 ea.
H222	1.25 ea.	3.75 ea.	5.00 ea.
H852	1.25 ea.	3.75 ea.	5.00 ea.
H515	1.25 ea.	3.75 ea.	5.00 ea.

Note: Add 5% War Tax to above prices.

OFFICIAL MEMBERSHIP BUTTONS

GET A BUTTON FOR EVERY COAT!

The Legion membership button is made in two sizes—the Regulation and the Midget. The Regulation button is one-half inch in diameter, while the Midget is about three-eighths of an inch in size.

It is furnished with either a silver center for those wounded in action or a bronze one for all others. In ordering be sure to specify which of the two is desired.

Each button is beautifully enameled in full Legion colors (blue and gold) and is a real jewelry product.

Unless otherwise advised by your Department Headquarters, forward all orders direct to the Emblem Division, which will be filled at the following prices:

Prices	Regulation	Midget
Gold Plated	$0.25	$0.25
Solid Gold 10K	2.63	1.58
Solid Gold 14K	3.68	2.10

Note: Above prices include War Tax.

New Orleans Bound?

Post Officers Badge

Remember "Buddy"

that only Delegates and Alternates will be provided with Convention badges at New Orleans this year.

The Official Convention for the rest of us is the AMERICAN LEGION CEREMONIAL BADGE! Don't put this off a minute—order your badge today.

The Officers' badges are made with special top bars for Post Commander, Adjutant, Vice-Commander, Treasurer, Chaplain and Sergeant-at-Arms. The members' badge is identical except that it has no top bar.

Service Bar

Members Badge

Every One of Us

that sets sail for New Orleans this year should have one of these Ceremonial Badges.

Pin it on the minute you start and don't take it off till you get back home. It's the "mainest most" part of your convention requirements!

NUFF SAID!

Price $1.00 each
(either style)

In lots of 50 a discount of 5%.
In lots of 100 a discount of 10%.

Small American Flags

Are required in the new Manual of Ceremonies, in all initiation work. Available in silk and cotton at the following prices:

Printed silk, mounted on ebony staff with spearhead.

Size	2x3	inches	$0.60 per dozen
Size	4x6	inches	1.25 per dozen
Size	5x8	inches	2.00 per dozen
Size	7x10	inches	2.40 per dozen
Size	8x12	inches	2.75 per dozen
Size	10x15	inches	4.50 per dozen
Size	12x18	inches	5.00 per dozen
Size	16x24	inches	9.00 per dozen
Size	24x36	inches	17.50 per dozen

Fast color printed cotton, mounted on staff with spearhead.

Size	8x12	inches	$6.25 per gross
Size	10x15	inches	8.50 per gross
Size	12x18	inches	9.00 per gross
Size	15x24	inches	15.00 per gross
Size	18x30	inches	22.50 per gross
Size	24x36	inches	30.00 per gross

REMITTANCE MUST ACCOMPANY ORDER—NO C. O. D. SHIPMENTS

New Manual of Ceremonies

The new permanent Manual of Ceremonies is now available bound in an excellent imitation of leather.

Each Post and Department Officer should have one of these attractive and durable copies for personal use and reference.

Price 25c each