



Bill Jackson
President

California Nevada Moose Association, Inc.

PO Box 207

Port Hueneme, CA 93044-0207

Office: (805) 205-3278

Email: secretary@ca-nvmoose.org

Website: www.ca-nvmoose.org



Cheryl D Volden
Secretary

June 2026

Attention: Lodge Presidents and Administrators

Reference: Annual Convention and “Alternates for Attendance”

If you will be designating an alternate representative for the President or Administrator, please follow these guidelines when preparing the **required** letter:

1. The letter **must** be typed on Lodge letterhead
2. The letter **must** be dated
3. The letter **must** state that the Lodge Board of Officers has approved “Name and position in the lodge”, to represent the President or Administrator at the Annual Convention to be held September 10 to September 13, 2026
4. The letter **must** be sealed with the Lodge seal. In order for the seal to be visible a pencil must be run over it to bring out the seal.
5. The letter **must** be received by the convention services team **two (2)** weeks **prior** to the start of the Annual Convention. Deadline is **August 27, 2026**.
6. The letter is to be signed by both the Lodge Administrator and President. If either office is vacant an alternate officer **must** sign the letter.

When registering online the letter **must** be uploaded as an attachment to the online registration form of the alternate delegate. The completed letter can be email to conventionservices@ca-nvmoose.org.

If the registration form for the alternate delegate is mailed then the letter **must** be attached to the manual registration form of the alternate delegate or emailed to conventionservices@ca-nvmoose.org.

As provided in the California Nevada Moose Association (CNMA) Bylaws Article VI Section 2 the delegate letter **MUST** be received two (2) weeks prior to the Annual Convention which will be **August 27, 2026**.

Alternate delegate letters will **NO** longer be accepted on site. If they are not received in advance the member will **not** be recognized as an alternate delegate.

Thanks in advance,

Cheryl D Volden

CNMA Secretary