



**Patricia W Marsh & John C Marsh, Sr
Department of Florida Marine Corps League
2018 DOF Convention Chairmen**

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TO: Commandant George LaMont
FROM: John & Trisha Marsh
**RE: Quarterly Report – DECEMBER 2017,
JANUARY, FEBRUARY 2018**
DATE: 22 FEBRUARY 2018

Overview of Activities

Worked with	MCLA Representatives, MODD Representative, Leadership School Representative to secure and finalize meeting times, set-up requirements, etc for June Convention
Worked with	MCLA Representatives, Leadership School Representative, Program Book Captain, to finalize various Registration and Program Book Ad Forms
Working with	Hotel Sales/Catering Manager on Banquet Event Orders
Created	2018 Convention Packet consisting of: Letter from DOF Commandant LaMont; Hotel information flyer; MCL Registration Form; MCLA Registration Form; Banquet Reservation Form; Program Book Ad Form; Leadership School Registration Form; Event Schedule and "Suggested Uniform" Page
Attended	Department of Florida MCL BOT Meeting Cocoa Beach, FL -- February 10, 2018
Attended	YMRC Meeting/Convention Planners Seminars Myrtle Beach, SC – February 18...23, 2018

Respectfully Submitted,

John & Trisha Marsh

**John C Marsh, Sr
Patricia W Marsh
DoF MCL Co-Chairmen for 2018 DoF Convention**

**CC: Adjutant, DoF MCL: John Marsh, Sr – jcm2149@yahoo.com
Web Sgt, DoF MCL: Lorelei Kaiser – lorikaiser@bighthouse.com**