American Legion Auxiliary
Department of Georgia
Public Relations Unit Report
Form Due Date May 1

Unit Name _____ Number:# _____
Unit Chairman: _____ Home Address: _____
_____
Number of Members in Unit: _____

Please report numbers where applicable:
Media Form: List Number Of:

1. Interviews with reporters: _____
2. Articles Published: _____
3. Letters to Editors: _____
4. Interviews/Event coverage: _____
5. Public TV announcements: _____
6. Public Service Announcements: _____
7. Public Printed Advertisements: _____
8. Entries for Unit program emphasis award: _____
9. Entries in community display award: _____

Unit Communications:

10. Do you have a Unit web site: YES NO
11. Number of hits on web site during the year? _____
12. Name of person maintaining Web Site? _____
13. Did you complete a Unit Press Book? _____
14. Did your Unit create a Public Relations fact sheet? _____
15. How did your Unit work to build the image of the ALA in your community?
    _____
    _____
16. Did your Unit promote National President's visit? _____
17. Did you get information to your Unit members in a timely fashion and how? _____
    _____
    _____

Please submit additional details regarding other Public Relations projects or activities on a separate sheet.

Please send one copy of your Public Relations Report Form to your District Public Relations Chairman, and one copy to Department Public Relations Chairman, Judy Lively, address below. I also need copies of any newspaper articles, announcements, pictures, or anything you put in your local newspaper. Make sure it has the date and name of the newspaper. Mail Report to:

Judy Lively, 303 John Mason Court, Ball Ground, GA 30107, jlively@custard.com