

How To RSVP For MGC Meetings

This information is used to:

- 1) Tell the Legion how many meals to prepare.
- 2) Aid the Secretary and President in conducting the meeting.
- 3) Add the attendance to the meeting minutes for future reference.

Having your **FULL** name and your wife's first name helps me get the spelling and the name correct. You **ONLY** need to complete the **TO:** and the **SUBJECT:** lines. The number is the number of meals required. If you will not eat, type **NO MEAL**.

Send the RSVP message NLT late Wednesday afternoon before the meeting Saturday, if at all possible. I need to inform the Legion so they can prepare for the meeting and breakfast. If the message is received, you will get an automatic Thank You reply.

I will use COM Ray Miller for my example(s). They always do it right, BTW.

If you are coming alone to the meeting:

TO: RSVP@mgcsar.org SUBJECT: Ray Miller 1

If your wife (or significant other) is coming with you:

TO: RSVP@mgcsar.org SUBJECT: Ray Miller & Ruth 2

If you are bringing another guest(s):

TO: RSVP@mgcsar.org
SUBJECT: Ray Miller & Ruth & Roy Rogers 3

If you USUALLY attend, but can't this time:

TO: RSVP@mgcsar.org SUBJECT: Ray Miller 0

If you will attend, but will not be eating:

TO: RSVP@mgcsar.org SUBJECT: Ray miller NO MEAL