

## Payment

- Visa, Mastercard, Discover, American Express, checks, or money orders are accepted.
- Payment for phone or fax orders must be made by Visa, Mastercard, Discover, or American Express.
- Credit cards will be charged at the time your order is received. (This includes orders for Uniform Caps and all custom-lettered items.)
- In the event a regularly-stocked item is backordered, your credit card will not be charged for the item until the backorder is shipped.
- Checks or money orders must be drawn to be payable at banks, or their branches, within the United States. If not, only the net amount collected will be credited towards your purchase.
- Personal charge accounts or C.O.D. shipments are prohibited.

## State Tax

- Orders from states where a Sales Tax Withholding prevails must send the tax with your payment. At the present time, these states include Alaska, Arizona, Arkansas, California, Colorado, Connecticut, District of Columbia, Florida, Georgia, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Nevada, Nebraska, New Jersey, New York, North Carolina, North Dakota, Ohio, Oklahoma, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming.
- Prior to the next published catalog, additional states may require Emblem Sales to collect tax. Items subject to state tax will have this tax collected by Emblem Sales as required by state law.
- Organizations exempt from paying sales tax in the above states must provide a state sales tax exemption certificate for the exemption to be applied.
- Credit for tax charged after the order has been processed is prohibited.

## Packaging & Shipping

- Non-refundable.
- Charged per single shipping address.
- Charges are based on the total value of your order.

### Packaging & Shipping

Up to \$5.00 .....	\$ 3.95	\$100.01 to \$200.00 .....	\$15.95
\$5.01 to \$10.00 .....	\$ 4.95	\$200.01 to \$300.00 .....	\$29.95
\$10.01 to \$20.00 .....	\$ 6.95	\$300.01 to \$400.00 .....	\$34.95
\$20.01 to \$30.00 .....	\$ 7.95	\$400.01 to \$500.00 .....	\$39.95
\$30.01 to \$50.00 .....	\$ 8.95	\$500.01 & Over .....	\$69.95
\$50.01 to \$100.00 .....	\$10.95		

## Shipment Damage

- Examine your merchandise immediately upon receipt.
- If your shipment has been damaged, please call us immediately at 1-888-453-4466. We will give you instructions on how to proceed.

## Guarantee

- If for any reason you are not completely satisfied with your purchase, please call us immediately at 1-888-453-4466.
- All claims of any nature must be made within 90 days of date of invoice or shipment, whichever is later.

## Exchange / Returns Policy

- We'll gladly provide an exchange, or refund your purchase price (excluding discounts, and any shipping and handling charges) for items returned in their original condition within 90 days after you receive them. To return or exchange an item, please contact us at 1-888-453-4466 or [Emblem.Legion.org/returns](http://Emblem.Legion.org/returns) to receive a RMA (Return Merchandise Authorization) number, and instructions on returning the item to us. Please do not return an item without an RMA number.

## Merchandise

- We are constantly upgrading our merchandise in an effort to give you a better quality item, and more value for your money.
- We will, on occasion, make reasonable substitutions of equal or greater value without notice.
- Merchandise shipped may vary slightly in appearance from catalog illustrations.
- In all cases, if merchandise shipped to you is not satisfactory, please call us immediately at 1-888-453-4466.

## Visit Us

- Visit our showroom at the American Legion's "Geiger Operations Center", 5745 Lee Road, Indianapolis, IN 46216. Normal store hours are 8:00am – 4:00pm Monday – Friday (excluding holidays).

## Order Forms

- Physical order forms can be downloaded and printed from our web site: [Emblem.Legion.org](http://Emblem.Legion.org)

E-Mail Address: [emblem@legion.org](mailto:emblem@legion.org)

## Emblem Catalog Gift Certificates

Need to buy a gift, award, or prize? Not sure what to buy? How about a gift certificate from the American Legion Emblem Catalog! You choose the amount... we send you the certificate. It's that easy! So stop worrying about what to buy, and let someone else do the shopping!

41000 ..... Specify the amount

## Engraved Name Tags

Price includes engraving. We will edit and abbreviate when needed.

**Small tags:** up to 3 lines of lettering

**Regular tags:** up to 4 lines of lettering

**Large tag:** up to 5 lines of lettering  
Specify color (blue, white, or red).

### Small Tags

**\$9.99** (790.100) safety pin back  
(790.101) clutch back  
(790.102) magnetic back

### Regular Tags

**\$9.99** (790.110) safety pin back  
(790.111) clutch back  
(790.112) magnetic back  
(790.113) pocket slip-on

### Large Tag

**\$14.99** (790.123) pocket slip-on



Recommended colors for Engraved name tags:

Level	Colors
Post	Blue
County	Blue
District	Blue
Department	White
National	Red



## American Legion Pocket Badge

Name plate may be engraved with one line of up to 15 letters and spaces.

**\$11.99** (790.300A) Engraved  
**\$ 8.99** (790.300) Plain



## Printed Name Tags

Easy-to-read lettering, full-color emblems, more color choices, and less expensive!

Price includes:

- The Legion emblem
- Your name
- Up to 3 lines of lettering (limit 25 letters per line).

Name tags are permanently printed on credit-card-size plastic. Please specify color. Choose from 4 types of attachments.

**\$4.99** (790.200) Safety Pin Back

(790.201) Clutch Back

(790.202) Magnetic Back

(790.203) Clip-on

Recommended colors for Printed name tags:

Level	Colors
Post	Blue
County	Blue over White
District	White over Blue
Department	White
National	Red



# Ordering Your Uniform Cap Is Easy!

Simply Answer Each Of The Following Questions!

## 1. What style cap do you need?

That's easy. Simply choose your cap from those listed below:

**Post "State" Cap:** Solid blue cap with your State name spelled out in full.

**Post "City" Cap:** Solid blue cap with your City name in full, and your State name abbreviated.

**County Cap:** Solid blue with white piping and white letters. Your County name is in full, and your State is abbreviated.

**District Cap:** Blue cap with white crown. Your District name in full, and your State is abbreviated.

**Department Cap:** Solid white cap with your State name in full.

**National Cap:** Solid red cap with your State name in full.

\* Note: Past Officers may only wear Post Caps.

\*\* County, District, Department & National cap orders must be sent to your Department Headquarters for approval if your state is listed here: AL, KS, LA, MA, MD, NC, NE, NM, NY, PA, PR, SC, SD, TN, TX



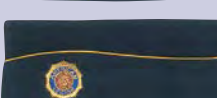
## 2. Do you want your cap lined or unlined?

- Lined caps** have a smooth gold nylon interior lining that will give your cap an extra level of comfort. All County, District, Department and National caps, as well as all Women's caps, automatically come with lining. It is optional for Post caps.

- Unlined caps** are available for Post caps only.

## 3. What type of crown do you want on your cap?

- Regular crown**  
The traditional Legion style.
- Fort Knox crown**  
Often worn with the crown pushed down in the center, leaving the cap pointing up at both the front and back ends.
- Women's crown**  
Modified style for Lady Legionnaires.



## 4. What should my Left-side Lettering be?

That depends on which Cap Style you chose in your first step. Here's your guide:

Cap Style	Left-Side Lettering
Post "State" Cap	State name in full
Post "City" Cap	City name in full, State abbreviated
County Cap	County name in full, State abbreviated
District Cap	District name in full, State abbreviated
Department Cap	State name in full
National Cap	State name in full

## 5. What do you want for your Right-side Lettering?

Your Post number goes here — free of charge. After that, it's up to you! Additional lettering may be added to your cap @ \$1.50 per letter for standard gold letters. (White or red letters may be added @ \$2.00 per letter.) All lettering will be in a straight line. (Curved lettering is an additional \$1.50 per letter.)

## 6. What size cap do you need?

Simply refer to the chart below.

Cap Size Scale

Cap Size	Head Size	Cap Size	Head Size
5 3/4.....	18 1/4"	7 1/8.....	22 3/8"
5 7/8.....	18 5/8"	7 1/4.....	22 3/4"
6.....	19"	7 3/8.....	23 1/8"
6 1/8.....	19 3/8"	7 1/2.....	23 1/2"
6 1/4.....	19 3/4"	7 5/8.....	23 7/8"
6 3/8.....	20 1/8"	7 3/4.....	24 1/4"
6 1/2.....	20 1/2"	7 7/8.....	24 5/8"
6 5/8.....	20 7/8"	8.....	25"
6 3/4.....	21 1/4"	8 1/8.....	25 3/8"
6 7/8.....	21 5/8"	8 1/4.....	25 3/4"
7.....	22"	8 1/2.....	26 1/2"

## 7. Does your state have a Mandatory State Insignia?

If so, you must buy the insignia with your cap. It has been made mandatory by your Department Convention or Executive Committee. Refer to the chart below.

## 8. What is the price of my cap?

Simply add up three numbers:

- 1) The price of the cap you chose to buy
- 2) The price of any Right-side Lettering you chose to add.

### Legion Cap Prices

\$39.99 (Post "State" Caps)

\$48.99 (All other caps: Post "City", County, District, Department, National)

- 3) The price of your State's Mandatory Insignia (if listed).

### Mandatory State Insignia

Alabama Heart of Dixie .....	\$ 7.00	Montana Buffalo Skull .....	\$11.00
Arizona Cactus.....	\$ 6.00	Nebraska Covered Wagon & Large State Name...Style 1 only.....	\$ 8.00
California Bear.....	\$ 9.00	Nevada Battle Born .....	\$10.00
Connecticut Buff Top.....	\$ 7.00	New Mexico Zia .....	\$12.00
Connecticut Charter Oak.....	\$12.00	New Hampshire Old Man of Mountain.....	\$ 8.00
DC Capitol Dome.....	\$ 8.00	New York Statue of Liberty.....	\$ 8.00
Florida Orange.....	\$ 6.00	North Carolina Dogwood.....	\$ 8.00
France Eiffel Tower .....	\$ 6.00	North Dakota Prairie Rose .....	\$ 8.00
Georgia Peach .....	\$ 8.00	Ohio Burgee .....	\$ 9.00
Hawaii Rainbow .....	\$ 8.00	Oklahoma Indian .....	\$13.00
Illinois Abe Lincoln .....	\$ 7.00	Pennsylvania Keystone .....	\$ 8.00
Indiana Soldiers & Sailors Monument .....	\$10.00	Puerto Rico El Morro Castle .....	\$ 7.00
Kansas Sunflower .....	\$ 8.00	Rhode Island Red Rooster .....	\$ 8.00
Louisiana Red USA...Style 1 only...\$ 5.00		South Carolina Palmetto .....	\$ 7.00
Louisiana Pelican.....	\$ 8.00	Tennessee Old Hickory .....	\$11.00
Maine Pine Tree.....	\$ 7.00	Texas Star & Steer.....	\$10.00
Maryland Shield.....	\$ 8.00	Utah Beehive.....	\$ 7.00
Massachusetts Minuteman .....	\$ 7.00	Virginia Cardinal.....	\$ 9.00
Minnesota Gopher.....	\$ 7.00	West Virginia Mountaineer .....	\$ 8.00
Mississippi Magnolia.....	\$ 7.00	Wisconsin Badger.....	\$ 9.00
Missouri Mule.....	\$11.00	Wyoming Let-R-Buck...Style 1.....	\$14.00

Minimum 8 weeks for delivery (longer times possible during peak season).

The total of these three numbers is your total cap price (not including Shipping & Handling or applicable sales tax).



## Recommended Lettering

Additional lettering may be added to the right side of your cap. Unless otherwise specified, additional lettering will be aligned in the following manner:

### Post Caps:

1 line for **current Post officers**

Example:  
COMMANDER

2 lines for **past Post officers**

Example:  
PAST  
COMMANDER

2 lines for **past County officers**

Example:  
PAST COUNTY  
COMMANDER

2 lines for **past District officers**

Example:  
PAST DISTRICT  
COMMANDER

2 lines for **past Department officers**

Example:  
PAST DEPARTMENT  
COMMANDER

2 lines for **past National officers**

Example:  
PAST NATIONAL  
EXECUTIVE COMMITTEE

Example:  
PAST NATIONAL  
COMMANDER

### County Caps:

2 lines for **current officers**

Example:  
COUNTY  
COMMANDER

### District Caps:

2 lines for **current officers**

Example:  
DISTRICT  
COMMANDER

### Department Caps:

2 lines for **current officers**

Example:  
DEPARTMENT  
COMMANDER

### National Caps:

2 lines for **current officers**

Example:  
NATIONAL  
EXECUTIVE COMMITTEE

Example:  
ALTERNATE NATIONAL  
EXECUTIVE COMMITTEE



## Cap Etiquette

- The left side (emblem side) of the cap is reserved only for the Legion emblem, city, county, district, or state lettering.
- If desired, the following items must be placed on the right side of the cap:
  - A) additional lettering, restricted to either the name of a Post, or to an officer title (such as “Past Commander”),
  - B) cap insignias or badges (for Past or Present officers),
  - C) consecutive membership insignia, membership stars, and/or authorized Legion or military services decorations.
- Names or nicknames of individual members cannot be used on caps.
- The Legion Uniform Cap should be worn by its members only when in attendance at official Legion meetings or ceremonies, or as official guests at patriotic or other civil functions, or by individuals when officially representing The American Legion on public occasions.
- A member is considered to be in uniform if wearing an official Legion Uniform Cap. Therefore, it is not proper to wear the cap while eating a meal at an official Legion or civic luncheon or dinner.
- The cap should be worn in a place of worship only by the Guard of Honor, Color Guard and Commander of same while in marching order or standing guard. When returned to and seated in pews, the cap should be removed.
- Legion posts marching in formation into a place of worship should uncover, at the door, hold the cap with the right hand over the heart until the arrival in the pews and commanded to take seats, remaining uncovered during the entire service. At the close of the service, upon command, the post shall arise, the members holding the cap with the right hand over the heart will march out of the place of worship, and recover after marching through the door.
- Legion members not in formation will uncover upon entering the place of worship and remain uncovered during the entire service, and will recover after leaving the place of worship.
- When at a funeral, the cap should be held over the heart as one approaches the casket, and is not at any time worn in a place of worship (except by the Guard of Honor, Color Guard or Commander of same while in marching order or standing guard). At the graveside, the cap should be held in the right hand over the heart during the entire service. In cold and inclement weather, the cap should not be worn.
- In Legion meetings, the cap should be worn except during moments of the Pledge of Allegiance, prayer, and when standing in silent reverence in memory of departed comrades, when the cap should be held with the right hand over the heart.
- Female members of the Legion should wear their caps in the manner prescribed for female personnel of the armed services.

