

# BRANCH OFFICER UPDATE FORM

Thank you for keeping National COA current on local branch officer information. When elections are held or changes take place regarding contact information, it is important to complete this form and submit to COA promptly. This enables COA to provide current information on a regular basis and helps to best serve all COA members and potential members.

**(PLEASE complete all areas of this form prior to submission)**

**BRANCH NAME:**

**DATE OF SUBMISSION TO COA:**

**DATE OF ELECTION/TERM:**

**PRESIDENT**  
Rank, Name, Address,  
Phone & Email:

**VICE PRESIDENT**  
Rank, Name, Phone & Email:

**SECRETARY**  
Rank, Name, Phone & Email:

**TREASURER**  
Rank, Name, Phone & Email:

(Please note if the Secretary & Treasurer is a combined position.)