



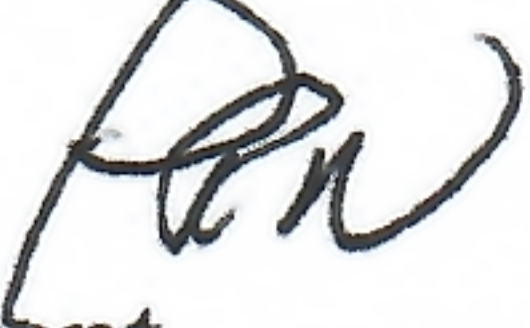
DEPARTMENT OF NEW MEXICO
1215 Mountain Road, NE
Albuquerque, New Mexico 87102
Telephone 247-0400

M E M O R A N D U M

July 8, 2026

To: Department Officers/Post Commanders/Adjutants

Subject: 30-Day Executive Committee Meeting/Annual School of Instruction July 25-26, 2026

From: Tony Navarrete 
Department Adjutant

This years Annual School of Instruction will be held in conjunction with the 30-Day Executive Committee Meeting at The Mesa Hotel located at 2020 Menaul NE Albuquerque NM 87107. We will be featuring instruction on Membership (MyLegion.org), Conducting Post and District level meetings, Post Service Officer instruction, IRS issues and Chaplain responsibilities to name a few. The school will begin at 10:00 am on Saturday July 25, with registration starting at 8:00 am and conclude on Sunday morning.

The Executive Committee Meeting is scheduled to start at 8:00 am on Saturday July 25. The Mesa Hotel has set aside a block of rooms for us and the rates are as stated on the Pre-Registration form.

There will be a \$15.00 registration fee for the School of Instruction.

Enclosed with this memorandum is a registration form for the School. Hoping to see all of you there, and for those of you coming from out of town, have a safe trip.

Deadline for room reservations – None

Deadline for School pre-registration – July 22, 2026

REHABILITATION
OF
DISABLED VETERANS

CHILD
WELFARE

POSITIVE
AMERICANISM

NATIONAL
SECURITY

SERVICE TO
COMUNITY, STATE
AND NATION

**AMERICAN LEGION
DEPARTMENT OF NEW MEXICO
30 DAY EXECUTIVE COMMITTEE MEETING
SCHOOL OF INSTRUCTION**

PRE-REGISTRATION

JULY 25 – 26, 2026

**TO BE HELD AT THE MESA HOTEL (Formally Ramada Plaza Hotel)
2020 MENAUL NE, ALBUQUERQUE, NM 87107**

NAME: _____ **POST #** _____

ADDRESS: _____

CITY: _____ **ZIP:** _____

POSITION OR TITLE: _____

REGISTRATION \$15.00 **CHECK #** _____

**MAIL CHECK TO: AMERICAN LEGION
DEPARTMENT OF NEW MEXICO
1215 MOUNTAIN RD. NE
ALBUQUERQUE, NM 87102**

MESA HOTEL – 2020 MENAUL NE, ALBUQUERQUE, NM 87107

Call in – Vanessa Ruiz 505-884-2511 Ext. 605

**All rates include breakfast: (1) Guest - \$79.00 plus tax (2) Guests – \$79.00 plus tax
If not staying at hotel can purchase breakfast for \$8.00**

DEADLINE FOR ROOM RESERVATIONS – NONE

DEADLINE FOR SCHOOL PRE-REGISTRATION – JULY 22