

**Sons of Union Veterans of the Civil War  
Pennsylvania Department  
Howard F. Wolfe  
Commander**

**Headquarters  
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**May 12, 2011**

**Department Order No. 4  
Series 2010-2011**

(To be read in the Camps and retained in Camp files)

1. The 131<sup>st</sup> Pennsylvania Department Encampment will be held on June 23, 24, and 25, 2011 at the Hilton Scranton & Conference Center, 100 Adams Avenue, Scranton, Pennsylvania 18503-1826. (Exit 185 off I-81, Central Scranton Expressway) Phone (570-343-3000).
2. All Brothers of the Pennsylvania Department are invited and strongly encouraged to attend at least some portion of the Encampment. This is an opportunity to learn how your Department functions and be part of making the decisions that will shape its future.
3. Room reservations at the hotel must be made no later than **June 2<sup>nd</sup> 2011** and should be made under Allied Orders of the Grand Army of the Republic. For more information see the “Battle Cry of Freedom or the Department website.
4. All Brothers must obtain a credential card from their Camp Secretary in order to be admitted to the meetings.
5. Pre-registration forms are available in the Department Newsletter, “Battle Cry of Freedom” and on the Department Newsletter website – <http://www.pasuvcw.org>. Please send your pre-registration form and check (payable to PA.Dept. SUVCW) by **June 18<sup>th</sup> 2011** to Department Secretary/Treasurer **Charles E. Kuhn Jr. PCinC** 464 Lake Meade Drive, East Berlin, PA. 17316.
6. Reservations and payments for the Banquet and Luncheon Buffets must be made to Encampment Committee c/o Joseph Long Jr. PDC. 505 Marcy Street, Duryea, PA. 18642, no later than **June 9th, 2011**. Forms are available in the “Battle Cry of Freedom” and the Department website.
7. Some additional activities which will take place in the Scranton area are being planned for those who wish to participate. These will be listed in your Encampment Booklet.

8. Camps and Brothers are asked to support the Encampment by taking out an ad in the Encampment Program Book. The income from the ads is necessary to help defray the many Encampment costs, including the striking of the Encampment badge. Ads should be sent to Brother Joseph Long Jr. PDC. 505 Marcy Street, Duryea, PA. 18642 no later than **May 21<sup>st</sup> 2011**. Forms are in the “Battle Cry of Freedom” and the Department website.
9. The combined Opening Ceremony and Memorial Service will begin at **9:00 a.m. sharp** on Friday, June 23<sup>rd</sup>. **All Brothers** are requested to be at the Opening Ceremony location **by 8:40 a.m.** to facilitate the organization necessary for the presentation of the floral tributes to our departed Brothers and Sisters.  
**All Department Officers who are participants in the Officers’ March** to begin the Opening Ceremony are required to be at the Opening Ceremony location at **8:40 a.m.**
10. All Department Officers and Chairmen of Department Committees are required to submit a report to the Department Encampment containing your activities, recommendations, etc. Reports do not have to be lengthy but the Department needs to know what has been accomplished during the year. If your committee has nothing to report please submit a report to that effect rather than neglecting to send a report. **All reports are to be submitted** no later than **June 1st 2011** to Department Chief of Staff, Craig Kelly 1089 Pine Ridge, Bushkill PA. 18324-9780. or kelly.craig@att.net . Electronic submission is preferred.
11. It is with sincere gratitude that I thank the Brothers who have contributed to making this a successful year for the Pennsylvania Department. I thank you for all of your help. It has been an honor and a privilege to serve as Commander this year.

By order of:

Howard F. Wolfe PCC.  
Commander  
Pennsylvania Department S.U.C.V.W.

Attest:

Charles E. Kuhn Jr. PCinC  
Secretary/Treasurer  
Pennsylvania Department S.U.V.C.W.