



HEADQUARTERS NEW JERSEY WING
CIVIL AIR PATROL
UNITED STATES AIR FORCE AUXILIARY
PO Box 16099
Joint Base MDL NJ 08641-6099



13 May 2022

MEMORANDUM FOR SQUADRON COMMANDERS

FROM: NJ-001 Recruiting and Retention

SUBJECT: New Materials Available for Open Houses and Events

1. The Wing has acquired new materials to support you in your recruiting and retention efforts.
 - a. Two new table covers for standard eight-foot tables:



- b. Three new retractable pop-ups for indoor use with NEW graphics:



c. Two NEW stand-alone 24" x 36" foam mounted posters:



2. The QR codes on the retractable pop-ups and posters direct users to NJWG.CAP.GOV, so you will want to check and make sure your squadron's information on the [National Squadron Locator](#) is correct and up to date. Please email me if you need assistance here.

3. We also have a set of six beautiful pop-up banners that reflect the history of Civil Air Patrol; these are best used as a full set as together they tell the full story of CAP.

4. Please email me (robert.mcclellan@njwg.cap.gov) if you would like to use any of these materials. I will keep track of who has what items, and please be mindful that for the time being we are all sharing these things.

5. As ever, please email me if I can assist with your open houses or events or if you have any questions or concerns.

ROBERT MCCLELLAN, Captain, CAP
Recruiting and Retention Officer