

AMERICAN LEGION AUXILIARY – DEPARTMENT OF WISCONSIN
PO Box 140 – Portage WI 53901
608-745-0124 – Toll free 866-664-3863

Unit city location _____ Unit # _____

Date _____ Dist # _____

NEW MEMBER PACKET

Please allow 2 weeks for delivery
Postage rates subject to change

Each packet is made up of the following items:

- Auxiliary Emergency Fund Brochure
- American Legion Auxiliary Brochure & Membership Application
- American Legion Auxiliary Junior Brochure & Membership Application
- Education Brochure
- Fact Sheet
- Getting Started in Public Relations Brochure
- Girls State Brochure
- Member Benefit Opportunities Sheet
- Poppy Brochure
- Sons of The American Legion Brochure & Application
- Spirit of Youth Brochure
- VA & R Rehabilitation Guide
- The American Legion Brochure & Membership Application

You will need to purchase folders and organize your own packets

of packets needed _____ X \$1.00 each (*includes postage*) Enclosed is \$ _____

Send to _____

Complete mailing address _____

City/State/Zip _____

Phone # () _____

The purpose of this packet is to share with your new member(s) some basic information about our organization and the American Legion Auxiliary Family; to make them feel welcome and comfortable, but not overwhelmed. The following list of items is only a suggestion; please include any materials specific to your Unit that will help new members. Let them know there are many program brochures available and they can get more information by attending a meeting or calling the contact person.

Suggested Items To Be Inserted By Unit:

1. Welcome Letter including meeting times and places.
2. Unit newsletter/Department newspaper/District or County newsletter.
3. Copy of your Unit Constitution & By-laws and Unit Standing Rules.
4. A list of your Unit Officers and Chairmen with phone numbers if available.
5. List of District Officers/Chairmen/Contact Numbers.
6. List of Volunteer Opportunities/Yearly Projects taken on by the Unit.
Volunteer Hours Record Sheet.
7. Other as determined by the Unit.

Examples:

V.A. Hospital Needs List

Camp American Legion Needs List

Copy of National News

Copy of Wisconsin

Copy of Dispatch

Copy of American Legion Emblem Sales Catalog

List of Email/Web sites.