

This form is available on line
www.amlegionauxwi.org

Dept use only
Trans # _____

UNIT MEMBERSHIP TRANSMITTAL FORM

Please duplicate this form for future use

Unit city location _____

Unit # _____

Date _____

Dist # _____

IMPORTANT

LIST ONLY THE MEMBERS YOU ARE PAYING FOR.

DO NOT list PUFL's or paid up transferring members.

- Submit a separate Unit Membership Transmittal Form *for each membership year*.
- List Seniors first and then Juniors. Please make sure they are in alphabetical order.
- Check if they are Senior (Junior to Senior are Seniors), Junior, New, Renewal (transfers are renewals), Transfers.
- A Member ID# is required for everyone **but** new members **leave their ID # blank**.
- A Date of Birth is **required for EVERY** Junior.
- **Everything will be returned to the person named below if any of the following have occurred – Names not listed on the back of this form - Incomplete applications – Incorrect transmittal form - Wrong dollar amount sent – or if information is missing (member ID#'s / Jr. D.OB.)**

If you have any questions, please refer to the manual that accompanied the membership cards.

Make a copy of completed Transmittal Form for your records

AMERICAN LEGION AUXILIARY – DEPARTMENT OF WISCONSIN
PO Box 140 – Portage WI 53901
608-745-0124 – Fax 608-745-1947 - Toll free 866-664-3863

Membership card year _____

Total **SENIORS** (new & renewals) _____ @ 16.00 \$ _____

Total **JUNIORS** (new & renewals) _____ @ 3.00 \$ _____

Total Sr & Jr names listed sent _____ Total Amt \$ _____

Enclosed is check # _____

DO NOT send members individual checks.

A check from the unit made payable to ALA must be sent in with the transmittal form.

PLEASE PRINT LEGIBLY

Make sure enough postage is put on the envelope

Person completing the Unit Membership Transmittal Form _____

Address _____

City/Zip _____

Phone # () _____ Work/
Cell # () _____

List ALL members you are paying for **ALPHABETICALLY** on this sheet – List Seniors first then Juniors.

List only the members you are paying for – DO NOT LIST VIM'S/PUFL's!
Make sure all ID#'s (except new members) and Junior D.O.B are listed

MEMBER ID #	NAME	SR.	JR.	NEW	RENEWAL	TRANSFER	D.O.B
1.							
2.							
3.							
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