



AMERICAN LEGION AUXILIARY – DEPARTMENT OF WISCONSIN  
 PO Box 140, Portage WI 53901  
 608-745-0124 ♦ www.amlegionauxwi.org

Unit City Location \_\_\_\_\_

Unit # \_\_\_\_\_

Date \_\_\_\_\_

Dist # \_\_\_\_\_

## 2023 - 2024 Unit Supplies

This form may be duplicated and is available online

Quantity	Item	Price	TOTAL
	2023-2024 Red Book - Available after 9/23 (DO NOT ADD POSTAGE) (4610)	\$ 6.00	
	Current Dept Presidents pin (4616)	\$ 2.00	
/pack(s)	Promotional ALA Rack Cards – sold in packs of 10 (4611)	\$ 1.00	
	New Member Packet (see backside for contents) (4611)	\$ 1.00	
	Poppy Promotional Kit (see backside for contents) (4611)	\$ 5.00	
	Unit Revitalization Kit (see backside for contents)	\$ 25.00	
	BLANK Membership Cards - 8 cards/sheet (DO NOT ADD POSTAGE) (4611)	\$ 1.00	
	Public Relations Guide and Tips for Volunteer Recruitment (4611)	\$1.00	

Sub-Total \$ \_\_\_\_\_

Postage (see chart) \$ \_\_\_\_\_ (4611)

TOTAL REMITTED \$ \_\_\_\_\_

Postage Chart (Use the total quantity of items from above)	
1-5	\$5.00
6-10	\$7.00
11-20	\$13.65
21-50	\$18.90

Make check payable to – ALA (There is a 25.00 fee on all bank returned checks)

Mail to: ALA Dept. of WI, PO Box 140, Portage WI 53901

Send to \_\_\_\_\_

Complete mailing address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone # \_\_\_\_\_

Email: \_\_\_\_\_

Don't see what you're looking for?

**EMBLEM SALES** [www.emblem.legion.org](http://www.emblem.legion.org) / 888-453-4466 is an EXCELLENT source for Unit supplies.

# OVER



## **NEW MEMBER PACKET**

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.

**Each packet is made up of the following items / You will need to purchase folders and organize your own packets**

Auxiliary Emergency Fund Brochure	Youth Programs Brochure
ALA At A Glance Brochure & Membership Application	ALA Statistics flyer
American Legion Family Brochure (TAL, ALA, SAL Applications)	Fostering the Spirit of Americanism flyer
Badger Girls State Brochure	I'm a member. Now what?
Poppy Preview Brochure	Member Benefit Opportunities Sheet flyer
Sons of The American Legion Brochure & Application	The Value Of 1 Member flyer
The American Legion Brochure & Membership Application	

The following list of items are 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, calling the contact person, visiting the National Website [www.alaforveterans.org](http://www.alaforveterans.org) or the Department Website [www.amlegionauxwi.org](http://www.amlegionauxwi.org).

### **Other Suggested Items To Be Inserted By Unit:**

- Welcome Letter including meeting times and places.
- Unit newsletter/Department newspaper/District or County newsletter.
- Copy of your Unit Constitution & By-laws and Unit Standing Rules.
- A list of your Unit Officers and Chairmen with phone numbers if available.
- List of District Officers/Chairmen/Contact Numbers.

List of Volunteer Opportunities/Yearly Projects taken on by the Unit. Volunteer Hours Record Sheet.

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.

## **POPPY PROMOTIONAL KIT**

The purpose of this packet is to share with the public the meaning behind the Poppy and to increase the community's knowledge of The American Legion and the American Legion Auxiliary.

**Each packet is made up of the following items:**

ALA At A Glance Brochure with application	Poppy Donation Can Cover
ALA Poppy Program Media Fact Sheet	Poppy Preview brochure
ALA Rack Card	Poppy Program Bookmarks (4 to a card stock sheet)
ALA Statistics	Poppy Program Thank You Certificate printed on cardstock
Maximize Your Contributions for Poppies!	Public Service Announcement template

## **UNIT REVITALIZATION PACKET**

The purpose of this packet is to provide you with basic Unit operation guidelines and helpful tips/ideas to help get your Unit back on track.

**Each packet is made up of the following items:**

ALA Unit Handbook – National's guidelines for Units	Fostering the Spirit of Americanism
ALA Redbook	Unit Supplies Order Form
Unit Revitalization Guide	5 ALA Rack Cards
Unit Officer Form	Current Membership Roster
Renewal Notice Form	Sample New Member Packet
49 Ways To Keep Your Members	Membership Processing Packet
Membership Recruitment Ideas	Copy of the Unit's most recent Constitution & ByLaws
10 Tips To Increase Membership	Emblem Sales Catalog
What Is The Value Of One Member?	I'm a member. Now what?
ALA Statistics	