

Unit City Location _____

Unit # _____

Date _____

Dist # _____

2024 - 2025 Unit Supplies

This form may be duplicated and is available online

Quantity	Item	Price	TOTAL
	2024-2025 Red Book - Available after 9/24 (DO NOT ADD POSTAGE) (4610)	\$6.00	
	Current Dept Presidents pin (4616)	\$2.00	
	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	
	ALA Branding Guide (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 / 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
- ALA At A Glance Brochure & Membership Application
- American Legion Family Brochure (TAL, ALA, SAL Applications)
- American Legion Auxiliary Badger Girls State Brochure
- Poppy Preview Brochure
- Youth Programs Brochure
- ALA Statistics flyer
- Fostering the Spirit of Americanism flyer
- I'm a member. Now what?
- Member Benefit Opportunities Sheet flyer
- The Value Of 1 Member flyer

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 or the Department Website 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
- ALA Poppy Program Media Fact Sheet
- ALA Statistics
- Maximize Your Contributions for Poppies!
- Poppy Donation Can Cover
- Poppy Preview brochure
- Poppy Program Bookmarks (4 to a card stock sheet)
- Poppy Program Thank You Certificate printed on cardstock
- 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
- ALA Redbook
- Unit Revitalization Guide
- Unit Officer Form
- Renewal Notice Form
- 49 Ways To Keep Your Members
- Membership Recruitment Ideas
- 10 Tips To Increase Membership
- What Is The Value Of One Member?
- Fostering the Spirit of Americanism
- Unit Supplies Order Form
- Current Membership Roster
- Sample New Member Packet
- Membership Processing Packet
- Copy of the Unit's most recent Constitution & ByLaws
- Member Benefit Opportunities Sheet flyer
- ALA Statistics
- I'm a member. Now what?