

2024-2027 MEMBERS' DUES PAYMENT FORMS

Payment forms may be duplicated, ordered from department or printed off the Department website www.amlegionauxwi.org.

**EVERY member you are sending money in for MUST be listed on a members' dues payment form
this includes NEW members.**

(Do not list members that have paid online, directly to HQ, PUFL'S, deceased, or PAID transfers)

Membership is processed by YEAR.

- Each **YEAR** goes on a separate form. ALL members paying for the same YEAR go on the same form. Renewing, new, juniors, and transfers for the same year all go on the same form.
- 2019-2023 go on that Dues Payment form.
- 2018 and prior go on a Past Dues Payment form.
- List all members alphabetically by last name. **Do not separate juniors, new or transfers.** Use additional sheets as needed. Word and Excel pages with the required information may be stapled to the cover sheet.

Junior's year of birth (YOB) is required

Members 18 years of age as of January 1, 2027 will owe senior dues YOB (2008)

Members 17 years of age as of January 1, 2027 will owe junior dues YOB (2009)

The dues amount owed is NOT based on the actual date they turn 18.

Members 18 years of age as of 01/01/27 will owe senior dues YOB (2008) / Members 17 years of age as of 01/01/27 will owe junior dues YOB (2009)



DO NOT



- Send an application blank for a new member without a Dues Payment form.
- Send checks listing member's ID number on the memo line without a Members' Dues Payment form.
- Send a Member Change form with a check without a Members' Payment Dues form **IF** money is included for their dues.
- Alter the Members' Dues Payment form in ANY way.
- Make changes or corrections (use a Member Change form.) **This is ONLY for paying dues.**



- ✓ Make sure all required documents are complete and sent in together.
- ✓ Double check your math and the payment for accuracy. *Do not staple or tape the check.*
 - The words in the box must match the written words.
 - Checks cannot be dated beyond 90 days.
 - Checks should be made out @ \$34.00 /SR & \$5.25/JR. **Do not include your unit portion of dues.**
 - Make sure the check is signed.
- ✓ Make a copy of the payment form to keep in the unit's records.

Please review the instructions on the form CAREFULLY before submitting. If you still have questions, contact Department Headquarters @ Telephone: 608-745-0124 - Email: alawi@amlegionauxwi.org