

American Legion Auxiliary Department of WI / PO Box 140 Portage WI 53901

Questions? Please contact us at 608-745-0124 / alawi@amlegionauxwi.org

2019 - 2022 MEMBERSHIP TRANSMITTAL FORM

****A PAST DUES Transmittal form MUST be used for any year prior to and including 2018****

Keep a copy of completed Transmittal Form for your records

Unit City Location _____

Unit # _____

Date _____

Dist # _____



DEPARTMENT AUDITOR REQUIREMENT - ALL members must be listed on this form to have their dues paid. This includes new and paying transferring members.



DO NOT LIST MEMBERS THAT HAVE PAID online, directly to HQ, PUFL's, deceased, or PAID transfers.



Names must be listed in ALPHABETICAL order by last name. *(do not separate new or junior members)*. Use additional sheets as needed.



A year of birth (YOB) is REQUIRED FOR EVERY JUNIOR. For 2022 members born in 2003 ARE SENIORS. Members born in 2004 ARE JUNIORS. *The dues amount owed is NOT based on the actual date they turn 18.*

Members 18 years of age as of January 1, 2022 will owe senior dues YOB (2003)

Members 17 years of age as of January 1, 2022 will owe junior dues YOB (2004)

New Members must have a **CURRENT, LEGIBLE, AND COMPLETED** application enclosed.



INCOMPLETE APPLICATIONS CANNOT BE PROCESSED AND WILL BE RETURNED.

ONLY one YEAR PER FORM. Each YEAR must be listed on a separate transmittal

PLEASE CHECK WHICH MEMBERSHIP CARD YEAR TO BE PAID

2019

2020

2021

2022

DO NOT ALTER THE AMOUNTS. Department collects \$28/Sr and \$5.25/Jr

Total SENIORS listed _____ X \$28.00 \$ _____

Total JUNIORS listed _____ X \$5.25 \$ _____

Total number of names listed _____ Check Total \$ _____

Enclosed is check # _____ Enclose a separate check for each transmittal.

A 25.00 charge will be issued for any bank returned checks.

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

Person completing the Unit Membership Transmittal Form _____

Address/City/Zip _____

Daytime Phone # _____ E-Mail _____

Department Use Only \$ _____ (#4550)

INSTRUCTIONS

- 1) List ALL members you want paid, INCLUDING NEW– DO NOT LIST PUFL's, Deceased or PAID members!
- 2) List ALL members ALPHABETICALLY by last name on this sheet. Use multiple pages if paying for more than 30.
Do not separate new or juniors.
- 3) A Member ID# is required for everyone. (except new members – leave their ID # BLANK)
- 4) REQUIRED ALL Junior DOB's MUST BE listed. Members born in 2003 are Seniors. Members born in 2004 are Juniors. The dues amount owed is NOT based on the actual date they turn 18.

MEMBER ID # (if new, leave blank)	NAME list in alphabetical order by last name DO NOT SEPARATE new or juniors	SR.	JR.	JR. DOB REQUIRED	NEW	TRANSFER
1.						
2.						
3.						
4.						
5.						
6.						
7.						
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26.						
27.						
28.						
29.						
30.						

Total Sr's this page _____

Total Jr's this page _____