

NEW MEMBER APPLICATION INSTRUCTIONS

Fillable forms are on the Department website www.amlegionauxwi.org / Programs / Membership.

Applications may be duplicated or ordered using the Membership Supplies form.

Every person applying for membership in the American Legion Auxiliary must complete a membership application to establish eligibility for membership.

Review the application to ensure it is complete.

Incomplete applications cannot be processed and will be returned for correction.

Membership Eligibility

Membership in the American Legion Auxiliary is open to **grandmothers, grandfathers, mothers, fathers, sisters, brothers, spouses (male or female), stepchildren (male or female), adopted children (male or female), and grandchildren (male or female)** of veterans, living or deceased, who served in the Armed Forces of the United States during one of the following eligible service periods and received an honorable discharge:

- April 6, 1917 – November 11, 1918
- December 7, 1941 – Present

Ineligible family relationships: Ex-spouses, nieces, nephews, cousins, and Great-granddaughters, great-great-granddaughters, (per IRS regulations regarding auxiliaries to veteran service organizations).

- **Living veteran:** Must be a current member of The American Legion.
- **Deceased veteran:** Prior membership in The American Legion is **not** required.
- **Women veterans:** Women eligible to join The American Legion based on their own military service may become members of the American Legion Auxiliary without joining The American Legion.

Completing the Membership Application

Applicant Information: Verify the applicant information is **complete, legible and signed** by the applicant (or legal guardian for all minors).

- **Unit # and Location:** Enter the Auxiliary Unit number and location the applicant wishes to join.
- **Previously a member?** This refers to the **applicant**, not the veteran. If **yes**, the applicant is **not** a new member. Contact Department Headquarters for rejoining requirements.

Eligibility Information: List **one** qualifying veteran.

- **Living Veteran** – Must be a current member of The American Legion. The veteran does not have to belong to the same Post as the applicant.
 - **Required:** Veteran's American Legion Member ID#, Post#, City, and State.
- **Deceased Veteran** – Check the **Deceased** box and leave ID#, Post# and Post City blank.

Required for Living and Deceased Veterans:

- **Veteran Served:** Select the appropriate War Era. If not listed, select **Other Conflicts**.
- **Applicant's Relationship to the Veteran:** Select one of the preprinted relationships only. **Write-ins are not permitted.**

Review and Submission

- Unit or Post officer **must** review qualifying documentation before signing the application. See attached for authorized signatures and qualifying documentation procedures.
- **DO NOT SEND** qualifying documents to Department Headquarters.
- Submit a **Members' Dues Payment Form**, completed application, and membership dues to: **ALA Dept. of WI • PO Box 140 • Portage, WI 53901**

Department Headquarters does **not** issue membership cards or contact units or new members. The **Unit** is responsible for:

- Obtaining the member ID through ALA MIS.
- Issuing the membership card.
- Providing a New Member Packet.
- Providing any additional information requested by the member.

Questions? Andrea Stoltz • (608) 745-0124 • alawi@amlegionauxwi.org