

2013 / 2014 / 2015

Dept use only
Trans # _____

MEMBERSHIP TRANSMITTAL FORM

Use this form to pay 2013, 2014, or 2015 years' dues. Only 1 year per form.

Please duplicate this form for future use, also available online at www.amlegionauxwi.org

Keep a copy of completed Transmittal Form for your records

Unit City Location _____ Unit # _____

Date _____ Dist # _____

Department services 430+ units and over 26,000 members, the following requirements are to make sure your unit's dues are processed quickly, accurately, and in compliance with National, Department and Auditor's guidelines.

Membership will be returned if these REQUIREMENTS are not followed:

This is a pay dues form. LIST ONLY THE MEMBERS YOU ARE PAYING FOR.

DO NOT list Deceased, PUFL's, or PAID transfers

Names must be listed in ALPHABETICAL order

A Member ID# is required for everyone. Leave new members ID # BLANK.

A Date of Birth is **REQUIRED** FOR EVERY JUNIOR. DO NOT LIST SR DOB'S. For 2015 all members born in 1996 ARE SENIORS. Members born in 1997 ARE JUNIORS.

New Members **MUST HAVE** a *COMPLETED* New Member Application enclosed.

New Member applications **MUST BE COMPLETELY FILLED OUT WITH A LEGION POST OFFICER SIGNATURE.**



➔ CHECK YEAR TO BE PAID 2013 2014 2015 *Only 1 year allowed per form*

(A PAST DUES Transmittal form MUST be used for any year prior to 2013)

Total **SENIORS** listed _____ X \$20.00 \$ _____

Total **JUNIORS** listed _____ X \$3.00 \$ _____

Credit Slips **Enclosed** (PUFL or Mbrshp) **SUBTRACT** \$ _____

Total Sr & Jr names listed _____ Check Total \$ _____

Enclosed is check # _____ **Enclose a separate check for each transmittal.** Make check payable to ALA.

DO NOT send members' individual checks. *A 25.00 charge will be issued for any bank returned checks.*

Person completing the Unit Membership Transmittal Form _____

Address/City/Zip _____

Phone # _____ Work/Cell # _____ E-Mail _____

FAILURE TO FOLLOW DIRECTIONS WILL RESULT IN MEMBERSHIP BEING RETURNED FOR CORRECTION

- 1) List ALL members you are paying for **ALPHABETICALLY** on this sheet
- 2) List only the members you are paying for – **DO NOT LIST PUFL's, Deceased or Paid Up Transfers!**
- 3) List **ALL ID#'s** (except new members – leave ID # blank)
- 4) **REQUIRED ALL Junior DOB's MUST BE listed.** Members born in **1996** are **Seniors**. **1997** DOB's are **Juniors**.

MEMBER ID #	NAME	SR.	JR.	JR. DOB	NEW	TRANSFER
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Total Sr's this page _____

Total Jr's this page _____