



AMERICAN LEGION AUXILIARY

Department of California
401 Van Ness Avenue, Room 113
San Francisco, California 94102-4586
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E-Mail: calegionaux@calegionaux.org
Web Site: www.calegionaux.org

What the New Unit Returns to the Department Office

(Please return all documents in one envelope.)

- _____ New Charter Fee — \$10.00 (Payable to National ALA)
- _____ Set up Fee to Inscribe Roll (Optional)— \$20.00 plus \$1.00 per Name (Payable to National ALA)
- _____ Membership Cards — Stubs A & B (Do Not Separate)
- _____ Membership Applications for New Members
- _____ Membership Data Forms for Transferring Members
- _____ Membership Dues - (Separate Unit check payable to Department of California - \$12.00 per Senior, \$2.00 per Junior)
- _____ Transmittal
- _____ Charter Application — All Three Copies Are Necessary — Make Sure First Endorsement Is Complete on the Back of Each Copy
- _____ Model Unit Bylaws (All 5)
- _____ Unit Officers Certification Form (White to Department, Green to District President)
- _____ Fidelity Bond Form and \$5.50 (Separate Check Payable to Department of California)
- _____ Unit Data Form