



# SAL MEMBERSHIP TRANSMITTAL FORM

Transmittal for Membership Year \_\_\_\_\_

Today's Date \_\_\_\_\_

<i>Use the following steps to complete the transmittal</i>	
Step 1	<i>Calculate the National and Detachment Dues Per Member</i>
Step 2	<i>Subtract any credit being used or add any debit being paid. (If not using credit or paying debit, skip this step.) Credit can only be used on dues for the CURRENT membership year.</i>
Step 3	<i>Subtract/Add steps 1-2 for Total Check Amount</i>
Step 4	<i>Mail check, transmittal form, and two-part cards to Detachment for processing</i>

National Dues	\$5.00
Detachment Dues	\$6.00
Total	\$11.00

Number of Members \_\_\_\_\_ For National/Detachment Dues @ \$11.00 = \$ \_\_\_\_\_

Use Credit/Pay Debit \_\_\_\_\_

Total Check Amount \_\_\_\_\_

Enclosed Check Number: \_\_\_\_\_ Submitted By: \_\_\_\_\_

Squadron No: \_\_\_\_\_ Squadron Location: \_\_\_\_\_ District: \_\_\_\_\_

Contact for Problems with Transmittal - Phone No: \_\_\_\_\_ Email: \_\_\_\_\_

Make Checks Payable and Mail to: Iowa Department, The American Legion  
720 Lyon Street  
Des Moines, IA 50309

**Notes:**

- Enclose check for MEMBERSHIP DUES only. DO NOT include other charges such as Boys State fees, supplies, freight charges, etc., in check for membership dues.
- Pay separate membership years with separate checks and separate transmittal forms.
- All dues subject to change when so authorized by Detachment or National Convention Mandates.
- See the Membership Processing Manual for more information.

Need More Transmittal Forms?                      Yes                      No

Address to send Transmittal Forms: \_\_\_\_\_