

Please submit page two with your Unit Check on or before April 1, 2025.

Overview

Each UNIT is required, according to Department of Georgia Governing Documents, to submit **MANDATORY OBLIGATIONS** each year to the Department.

For a unit to be eligible to vote at the Department of Georgia Convention, the mandatory obligations must be received at Department Headquarters on or **before April 1, 2025**.

Unit membership may vote to increase the order or donate additional funds for each mandatory item – enter the amounts on the lines provided.

VOLUNTARY CONTRIBUTIONS may be included in the unit payment for Mandatory Obligations.

- ★ Make **one check** for OBLIGATIONS & CONTRIBUTIONS Payable to ALA Department of Georgia ★
- ★ **DO NOT** include membership, poppy, or other funds in the check for OBLIGATIONS & CONTRIBUTIONS. ★

NOTES

- 1 The **Hostess Party** obligation is waived if proof of hosting a party is provided (Date, Location, & Details).
Ask your VAVS rep about Hostess Parties.
- 2 Units distribute **Poppies** at least twice per year in May and November. Units are **required** to submit 25% of net proceeds to Department by Dec. 15 and June 15 each year. Units may use this obligation form for each order of poppies. Units are required to submit the separate **Poppy Financial Report** and payment in both June and December.
- 3 To be eligible for the 2024-2025 Department of Georgia President's Special Unit and District Merit Award, a unit must contribute to the four items with an asterisk*. No minimum except more than \$0.

INFORMATION ONLY

- A) HQ will send invoices for the **Mandatory Christmas Program Assessment** to *Unit Presidents* by 10/1/24. Rate is \$0.50/member based on the unit's 2024 membership goal. This is **Due 11/1/24** by separate check. This supports the VA&R Christmas Program.
- B) Units send Donations to other programs (*Honor Flights, Wreaths Across America, Operation Home Front, etc.*) **TO** those organizations, not to the Department of Georgia. Please do not include donations for these non-ALA programs to the Department of Georgia.

REMINDER

*Watch mission creep. Serve local veterans, soldiers & their families, first. Then ALA **verified** partners. Unit membership should always **vote** on donations and on voluntary contributions!*



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 678-289-8446
 Fax – 678-289-9496

UNIT MANDATORY OBLIGATIONS & VOLUNTARY CONTRIBUTIONS

Remit to: AMERICAN LEGION AUXILIARY DEPARTMENT OF GEORGIA
 3035 Mount Zion Road, Stockbridge, GA 30281-4101

2024-2025 Administrative Year			
MANDATORY OBLIGATIONS ***DUE BEFORE APRIL 1, 2025***			
OPERATIONS			
Unit Fidelity Bond (<i>Unit is bonded with National through Department</i>) \$10 Mandatory			\$
Book of Reports – one per Unit \$15 Mandatory			\$
Additional Book of Report/s @ \$15 each: Quantity: _____			\$
PROGRAM			
Junior Activities Fund- \$2 Mandatory per Unit.			\$
Veterans Affairs & Rehabilitation:			
Comfort Articles- \$25 minimum per Unit Mandatory			\$
Hostess Party ¹ - \$25 minimum per Unit (See NOTE 1)			\$
Poppy² (See NOTE 2)			
1000 poppies @ \$160.00		Quantity: _____	\$
500 poppies @ \$ 80.00 (<i>Minimum order for Units 51+ members.</i>)			\$
250 poppies @ \$ 40.00 (<i>Minimum order for Units 50 or less members.</i>)			\$
⇒ Check one: <input type="checkbox"/> Pick up @ HQ or <input type="checkbox"/> Pick up @ Conference or <input type="checkbox"/> Ship to unit: add \$10:			\$
TOTAL MANDATORY OBLIGATIONS (<i>plus optional additions</i>):			\$
VOLUNTARY CONTRIBUTIONS (<i>Can be submitted any time and multiple times!</i>)			
• *Auxiliary Emergency Fund ³ (<i>Submit names of individuals who contributed.</i>)			\$
• Veterans Creative Arts Festival (https://department.va.gov/veteran-sports/national-veterans-creative-arts-festival/)			\$
• *Department of GA Headquarters Annual Fund Raiser ³ (<i>See NOTE 3.</i>)			\$
• *Department of Georgia President’s Special Project ³			\$
• Past President’s Parley (PPP) Nursing Scholarships			\$
• Past Department President (PDP) Scholarships (<i>Descendants of Veterans</i>)			\$
• *National President Trish Ward: ALA Veterans Project Fund ³			\$
TOTAL VOLUNTARY CONTRIBUTIONS:			\$
GRAND TOTAL: Mandatory Obligations + Voluntary Contributions:			\$
Complete the below information and include this form with Payment.			
Date:	Enclosed Check #	Amount: \$	
Unit #	District #	Town/City	
Submitted By (Unit Officer Name)			
Address:		City ST Zip:	
Phone #:		Email:	