

AUXILIARY MEMBERSHIP TRANSMITTAL FORM

To complete the form, fill out the top of the form which is self-explanatory.

In the AUX column – Put your Auxiliary number

In the Name column – Put the name of the Auxiliary member being processed

In the MEMB # column – Put the membership number of the Auxiliary member being processed

In the N/M (New Member) Column - Put a “1” if it is a NEW Member bring processed

In the C/M (Continuous Member) Column – Put a “1” if it is a continuous member being processed

In the R/M (Reinstated Member) Column – Put a “1” if it is a reinstated member being processed

In the T/M (Transferred Member) Column – Put a “1” if it is a transferred member being processed

In the Supreme PCT (Per Capita Tax) – Put in \$5.00 if processing by hand or leave it blank if using a computer (it will automatically put in \$5.00)

In the Grand PCT column – Put in your Grand’s PCT

In the TOTAL Column – If processing by hand put the total for the row being processed (This should include Supreme PCT + Grand PCT, if processing using a computer the Total Column should fill in automatically.

E-Mail a copy of the completed form to the Supreme Membership Chairman

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