

2016 — Allied Professional Application for Membership
National League of American Pen Women, Inc.
The Branch Certifies and Approves the Member



Allied Professional membership is open, but not limited to, Gallery/ Museum curators, video, television, theater and film producers and directors, music conductors, and performing artists in such groups as Opera, Ballet, Symphonic Orchestras, Contemporary Music, Drama, Film, Dance, Choral or Theater.

Applicant:

(Please Print Clearly)

Applicant Name _____

Address _____ Phone _____

City _____ State _____ Zip _____

Email _____ Phone _____

Website _____

I am applying for (check one) **AP Art** _____ **AP Letters** _____ **AP Music-Dance** _____

Signature of Applicant _____

Date _____

I am applying for membership in _____ Branch

Or, I am applying for Membership-at-Large. _____ I am an International Affiliate. _____

Documentation Submitted to the Branch:

Please Review Allied Professional Instructions Sheet for guidance

Submit a one-page biography

For those with Position Title and compensation

Employment Verification is _____ Proof of Payment, yes

Submit three examples of evidence of your own creative work **beyond** performance of your position. This could include, but not limited to: exhibitions of students' or client's work, publication in professional journals, artistic embellishments to enhance a performance, curriculum developed for a class, original artwork created for a program cover, teaching private instruction, starting clubs or outreach programs for the arts, arranging music, choreographing, publishing articles in your subject, holding recitals.

Please provide copies, not originals, of: photos, programs, articles, ISBN #, ASIN #, posters, contracts, CDs, or equivalent materials.

Submit Evidence of Work (If Position Title is salaried, no proof of payment is necessary for these)

Example 1 _____ Proof of Payment, yes

Example 2 _____ Proof of Payment, yes

Example 3 _____ Proof of Payment, yes

Certification:

Signature of NLAPW Sponsor _____ Branch _____

Signature of NLAPW Branch Membership Chair _____ Branch _____

(Sponsor and Membership Chair must be active members in good standing.)

Submission:

Apply for only one discipline at a time. After approval, you may apply in an additional field.

The dues of approved candidates, whose applications were postmarked February 15th or later, are valid through the following fiscal year. (Fiscal year, May 1st to April 30th)

National dues are \$60 + \$15 processing fee.

Check(s) to National League of American Pen Women should total \$75.

Branch dues _____ State dues _____ (State and Branch dues are not required until membership application is approved.)

Branch Membership Chair provides to the NLAPW Credential Officer:

- Letter of Branch's Recommendation of Applicant
- One-page biography
- 2 copies of this application
- Check(s)
- 1 copy of the three submitted works, in physical or electronic form

Branch Membership Chair

Name _____ Street _____

City _____ State _____ Zip _____

Email _____ Phone _____

<p>For Letters Allied Professional Branch Membership Chair will send to: Kelly Ann Compton Letters Credentials Officer 3020 S. Glencoe Denver, CO 80222 kkddt@comcast.net</p>
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<p>For Art Allied Professional Branch Membership Chair will send to: Pat Setser Art Credentials Officer 4674 Empire Ave. Jacksonville, FL 32207-2191 patriciasetser@gmail.com</p>
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<p>For Music-Dance Allied Professional Branch Membership Chair will send to: Marcia Foster Dunscomb Music-Dance Credentials Officer 200 Chaparral Trace Tyrone, GA 30290 mdunscomb@aol.com</p>

(For office use)

Evaluated by Credentials Officer _____

Date Application Received _____	check # _____	Initials _____
Date Sent to National _____		Initials _____
Date Received by National _____		Initials _____
Date Certificate Mailed to Membership Chair _____		Initials _____

2016 Instruction Sheet for Allied Professional Applicants and Membership Chairs
National League of American Pen Women, Inc.
The Branch Certifies and Approves the Member

- **Branch certifies eligibility**
- **After verifying credentials, the Branch votes by ballot on the candidate.**
(This helps to ensure that a vote of approval is a Branch decision.)
- **Branch provides the requested items to the appropriate NLAPW Credentials Officer for approval and processing.**

Application Form for Allied Professional Membership — The following notes are provided to simplify the completion of the form.

1. After completing contact information, choose the appropriate category for Membership. Consult the “How to Join” page on the www.nlapw.org website.
2. Submit a one-page biography.
3. Verification of employment (Position Title) may be a contract, organizational chart, or equivalent item. Provide a copy.
4. Proof of Payment, can be a receipt, pay slip, canceled check (either a scan, a photo or a pdf file) or a screen shot from your online bank. To protect your privacy, and relieve NLAPW of responsibility, please black out account numbers, social security numbers, and any identity numbers, but leave the dollar amounts. Check the provided box to indicate that it is submitted.
5. Submit the details of 3 examples of evidence of your own creative works, beyond performance of your position.
6. If required, provide method of payment, such as, but not limited to, publication, salary, contract, or commission, and proof of such. (See #4 above.)
7. The Certification section is for your Sponsor and Branch Membership Chair signatures.
8. *The dues of approved candidates, whose applications were postmarked February 15th or later, are valid through the following fiscal year. (Fiscal year, May 1st to April 30th)*

The NLAPW Bylaws, pertaining to Allied Professional Membership

Allied Professionals

Admission shall be by application to the Credentials Officer of the specific classification. Verification of the applicant’s position and evidence of her work must be provided. Payment for work may be by methods such as, but not limited to, publication, salary, contract, or commission. A member admitted under D. of Article III, Section 2 is admitted with all privileges of membership EXCEPT that of entering national competitions limited to Active and Associate Members.

1. Allied Professional, Art. Membership is open to professionals in allied art fields such as gallery or museum curators who create exhibitions of work by an artist or group of artists, video and film producers and directors.
2. Allied Professional, Letters. Membership is open to professionals in allied letters fields such as, but not limited to directors of theatre productions, television directors or producers, and film directors.
3. Allied Professional, Music. Membership is open to professional in allied music fields such as, but not limited to, conductors, music producers, and dance directors engaged in production and performance of works created by composers and choreographers.

Frequently Asked Questions —

Does my branch really have to do this application process by itself? We have never done this before.

Your NLAPW Membership Committee stands ready to help you. If you have a question about the process, please email the Membership Development Chair, Bev Goldie, bgtproductions2010@gmail.com

Or, if your question is about the credentials, please email the Credentials Officer listed on your application.

If the position title is salaried, does your “evidence of work” have to be compensated?

Not necessarily, although it could.

If the position title is a self-employed one, do I show proof of just one performance?

No, please show three separate times you were compensated AND three examples of your craft beyond performing (not necessarily compensated). (Example: you are a member of a Celtic band. You’d show three performance contracts or payments for “Compensation” and maybe original lesson plans for a class, original program cover or poster you designed with your name on it as artist, and an article in the paper (with your name in it) about an outreach program you shared with your craft for “Evidence of Work”.

My performances incorporate more than just Music and Dance. Can I apply for two classifications?

You may apply for another classification only after you’ve been approved in the first one. You would send in another credentials application with \$15.00 application fee to apply for an additional one. It would be sent to the appropriate National credentials officer.

If you have questions, please contact the appropriate Credential Officer in the Submission section of the Allied Professional Membership Application form.