Application for Transfer
National League of American Pen Women, Inc.

Applicant:
(Please Print Clearly)
Applicant Name ____________________________________________

Address ____________________________________________ Phone ___________________

City ____________________________ State __________ Zip __________

Email ____________________________ Phone ___________________

Website _______________________
I am applying for this type of transfer: (Check one)
Branch to Branch ☐ Branch to Member-at-Large ☐ Member-at-Large to Branch ☐

Signature of Applicant ____________________________ Date ______________

Certification of good standing:
Name of member’s branch __________________________________________
Dues paid through (date) ________________

Signature of branch treasurer, ____________________________ Date ______________

A Member-at-Large’s good standing is certified by a signature from NLAPW headquarters.

Signature from NLAPW headquarters ____________________________ Date ______________

Transfer applicant dues paid through (date) ________________

Transfer approved and registered:

Branch: Name of receiving branch ____________________________

Branch Membership Chair ____________________________ Date ______________

Branch Treasurer ____________________________ Date ______________

Member-at-Large: NLAPW headquarters ____________________________ Date ______________

Submission:
● Completed application
● Processing fee, $15.00, check to National League of American Pen Women

Send to: National League of American Pen Women, Inc.
1300 Seventeenth Street NW
Washington, D.C. 20036-1973

Copies may be saved in the records of the branches.
Instruction Sheet for Transfer Application
National League of American Pen Women, Inc.

The Transfer Applicant is responsible for the filing of the form and fee to NLAPW headquarters.

Application for Transfer Form —

1. Complete the section of applicant information, and check the type of desired transfer.

2. Document that the applicant is currently a member in good standing, (dues are paid through a specific date).
   Members-at-Large good standing is certified by NLAPW headquarters.
   Branch member good standing is certified by branch treasurer.

3. The receiving organization approves and registers the transfer.
   Transfer to Branch — Branch membership chair indicates branch approval.
   Branch treasurer registers applicant as a member of the branch.
   Transfer to Member-at-Large — NLAPW headquarters receives and registers member.

4. The applicant sends the completed Application for Transfer and processing fee to NLAPW headquarters, and pays the appropriate dues to branch and state.

   National League of American Pen Women, Inc.
   1300 Seventeenth St., NW
   Washington DC 20036-1973

   Copies of the form may be saved in the records of the branches.

If you have any questions, please contact
Membership Chair, Bev Goldie, membership@nlapw.org.

The NLAPW Bylaws pertaining to Transfer of Membership

TRANSFER OF MEMBERSHIP
A member in good standing whose dues are paid for the current year may apply for a transfer to another branch. A transfer form signed by the treasurer of the member's branch and by the treasurer of the receiving branch shall be sent to the League headquarters. No adjustment of branch or national dues shall be made for the current year in the transfer from one branch to another or to Membership at-Large or from Membership-at-Large to a branch. A processing fee shall be sent to national.