

Marine Corps League Auxiliary, Inc
UNIT COVER SHEET

Page 1 of _____

UNIT _____

DATE _____

DEPT _____

EIN #/DATE FILED _____

INC # _____

UNIT TREASURER _____

Signature _____

ADDRESS _____

PHONE# _____

CITY/STATE/ZIP _____

EMAIL _____

Complete this table first. Related fields below will populate automatically as needed.

REGULAR		ASSOCIATE		LIFE MEMBER		NEW LIFE		BOND	MISC	REINSTATE
NEW	RENEW	NEW	RENEW	LM	ALM	NLM	NALM	1 = due 0 = not due	Enter \$ amount	

All members' total
delinquent years

RENEWED

REG _____ @ \$20 = \$ _____

ASSOCIATE _____ @ \$20 = \$ _____

REINSTATED _____ @ \$20 = \$ _____

(MUST PAY REG DUES + DUES FOR EACH YEAR DELINQUENT)

NEW

REG _____ AM _____

INITIATION FEE: _____ @ \$5 = \$ _____

NEW MEMBER DUES: _____ @ \$20 = \$ _____

REPORT OF MEMBERS

	LAST	TODAY	TOTAL
REG	_____	_____	=====
ASSOC	_____	_____	=====
LIFE	_____	_____	=====
ALM	_____	_____	=====

**NEW LIFE
(FEE BY
DOB)**

NLM _____ 0 _____ @ \$ _____ 0 _____ = \$ _____ 0 _____

NALM _____ 0 _____ @ \$ _____ 0 _____ = \$ _____ 0 _____

TRANSFERS

☐ USE Check box if this transmittal contains transfers.

REG _____ 0 _____ AM _____ 0 _____ LM/ALM _____ 0 _____

BOND

_____ @ \$3.50 = \$ _____

DEPT DUES

_____ @ \$ _____ = \$ _____

MISC

_____ = \$ _____

SUB TOTAL _____ = \$ _____

ADD OR DEDUCT MONEY OWED PREVIOUSLY _____ = \$ _____

BALANCE DUE

= \$ _____

CHECK NUMBER

UNIT TREASURER: **SEND 2 COPIES** OF COVER SHEET AND TRANSMITTALS TO DEPT TREASURER.
MEMBERS IN UNCHARTERED STATES: SEND 3 COPIES TO NAT'L HQ. RECEIPTED COPY WILL BE
RETURNED. TRANSMITTALS FOR NAT'L DUES MUST GO THROUGH THE DEPT TREASURER, IF
ONE EXISTS. UNIT TREASURERS: MAKE CHECKS PAYABLE TO DEPT of _____, MCLA.
UNCHARTERED STATES: MAKE CHECKS PAYABLE TO NATIONAL HQ.

DATE REC'D AT DEPT _____

DEPT TREAS. _____

NATIONAL HQ _____

DATE REC'D HQ _____ DATE RECORDED HQ _____ RETURNED TO DEPT _____

National _____ Unit Receipted _____ Dept. Receipted _____ Div. VP Receipted _____ Unit _____