



THE AMERICAN LEGION ON-LINE MEMBERSHIP RENEWAL



Available to **ALL** members for 2012 membership renewals.

Beginning July 1, 2011

Online Renewals - Processing

Member

Renew online through www.legion.org/renew.

Members Dues will be charged to a MasterCard, Visa or Discover.

Print Fulfillment form

- Thank you and instructions.
- Temporary card and payment receipt for their record.
- Payment slip to mail to the post.

Mail receipt to post for permanent card.

Post

Mail members permanent card with online renewal notification.

- Receive report from Department Headquarters.
- myLegion Post website (not all posts will have access to this site)
- Member receipts / Temporary Card

Receive Dues Per Capita as determined by the Department Headquarters.

Department

Notified by reports from myLegion Department website.

Mail Online Membership Renewal Reports to posts.

Receive monthly Finance Statement.

Allocate post dues per capita. Procedure to be determined by each department.



Database = TAL

[myLegion Tips](#)

The American Legion

Member/ Dept Processing

- List All Members
- By ID#
- By Name
- [Review Member Changes](#)
- [Members Renewed Online](#)
- [Lookup New DMS mbr](#)
- Post Inquiry
- Consolidated Post Report
- Registered Post
- Transmittal Inquiry

Tools

- Publish Dept. Message
- Publish Dept. Image
- Publish Newsletter
- Publish Dept. Calendar
- Find Members in my Area

Materials

- Post Officer Manuals
- Brochures
- Suggested Speeches
- Online Dispatch

Officer's Forum

Members Renewed On-Line

Beginning Date



[clear](#)

Ending Date



[clear](#)

Search Results



Database = TAL

myLegion Tips

Downloads

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- Post Officer Manuals
- Brochures
- Suggested Speeches
- Online Dispatch

+ Department Updates

+ Detachment Updates

- **Miscellaneous Reports and Downloads**

M658W119.PDF	ONLINE RENEWALS DAILY	03/19/2011	Generate
M658W118.PDF	ONLINE RENEWALS MTHLY	03/18/2011	Generate
M658W117.PDF	ONLINE RENEWALS DAILY	03/17/2011	Generate
M6580316.PDF	ONLINE RENEWALS BIMONTHLY WEEKS 1-2	03/16/2011	Generate
M658W116.PDF	ONLINE RENEWALS DAILY	03/16/2011	Generate
M658W113.PDF	ONLINE RENEWALS DAILY	03/13/2011	Generate

3/16/11 AMERICAN LEGION NATIONAL HEADQUARTERS Page 1
5:00:12 Online Traditional Post Renewals MEM658R1
Date Range: From 3/01/11 To 3/15/11

Dept: 000000023 DEPT OF MARYLAND
Post: 023000700 AMERICAN LEGION POST 0007

Trans Date	Mbr ID	Member Name	Total \$	Natl \$	Dept \$	Post \$
3/01/11	200307365	JOSEPH B BRADY JR	40.00	13.50	7.00	19.50
3/02/11	200307365	BRYAN C MUIR	40.00	13.50	7.00	19.50
3/03/11	200307365	DOUGLAS N BROWN	40.00	13.50	7.00	19.50
*** TOTALS ***			120.00	40.50	21.00	58.50

Total Members: 3

IMPORTANT

Mail these reports to each post. Since not all posts have computers or will have access to the myLegion post website, this report should be mailed. Current test departments have found sending bi-monthly reports have been the most effective communication.

Bookmarks

- Page 1
- Page 2
- Page 3
- Page 4
- Page 5
- Page 6
- Page 7
- Page 8
- Page 9
- Page 10
- Page 11
- Page 12
- Page 13
- Page 14
- Page 15
- Page 16
- Page 17
- Page 18
- Page 19
- Page 20
- Page 21
- Page 22
- Page 23
- Page 24
- Page 25
- Page 26
- Page 27
- Page 28

Completed

The statement is divided into two sections: Completed and Pending. In the completed section you will find the transmittal payments applied to the invoices.

Dues Direct

LGN-DUES DIRECT

Transaction Amount

14110008L

01/20/11

Payment

14110008L

(\$35.00)

03/07/11

Invoice

14110008L

\$13.50

(\$21.50)

Balance for Transmittal

Total LGN-DUES DIRECT:

(\$21.50)

SAL-DUES DIRECT

Transaction Amount

45110012L

01/18/11

Payment

45110012L

(\$140.00)

03/07/11

Invoice

45110012L

\$54.00

(\$86.00)

Total SAL-DUES DIRECT:

(\$86.00)

Total Dues Direct:

(\$107.50)

On-Line Renewals

LGN-ONLINE

Transaction Amount

09110013L

01/10/11

Payment

09110013L

(\$105.00)

03/07/11

Invoice

09110013L

\$40.50

(\$64.50)

Total for section

Total LGN-ONLINE:

(\$64.50)

Total On-Line Renewals:

(\$64.50)

Traditional Membership

LGN-TRADITIONAL

Transaction Amount

Each section will be broken down in total for the Legion and Sons of the American Legion

Each section is divided by solid black lines. The new programs, within those section, are underlined.

Statement of Account as of
February 28, 2011

LGN-TRADITIONAL

Transaction Amount

03110010L

01/06/11	Payment	03110010L	(\$8,020.00)
03/07/11	Invoice	03110010L	<u>\$2,322.00</u>
			(\$3,698.00)

Total LGN-TRADITIONAL: (\$3,698.00)

SAL-TRADITIONAL

Transaction Amount

03110011L

01/20/11	Payment	03110011L	(\$42,630.00)
03/07/11	Invoice	03110011L	<u>\$16,443.00</u>
			(\$26,187.00)

Total SAL-TRADITIONAL: (\$26,187.00)

Total Traditional Membership: (\$29,885.00)

Total Completed Transactions: (\$30,057.00)



THE AMERICAN LEGION
NATIONAL FINANCE DIVISION
P.O. BOX 1055
INDIANAPOLIS, INDIANA 46206

The American Legion of NCAA
4 final
ABINGTON, AL 56321

Enclosed is a check for the following amount.

The amount either
due to or from The
American Legion HQ.

01/06/11	Payment	03110010L	(\$8,020.00)	
03/07/11	Invoice	03110010L	\$2,322.00	
			<u>(\$3,698.00)</u>	
	Total LGN-TRADITIONAL:			(\$3,698.00)

SAL-TRADITIONAL		Transaction Amount		
03110011L				
01/20/11	Payment	03110011L	(\$42,630.00)	
03/07/11	Invoice	03110011L	\$18,443.00	
			<u>(\$26,187.00)</u>	
	Total SAL-TRADITIONAL:			(\$26,187.00)

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Allocation to Posts

Each department will determine their procedure to allocate dues per capita to posts.

Track online membership counts and payments with AIM!



National IT staff will be working with each department individually to assist with entering online transactions and setting up AIM membership reports.

Questions



National Headquarters Staff

Customer Service

1-800-433-3318

IT Software Support Specialist

Tom Winters, 317-860-3128

Finance Division

Ying Ding, 317-630-1226