



AMERICAN LEGION AUXILIARY, DEPARTMENT OF TEXAS  
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### ALAMIS ACCESS REQUEST AND PAYMENT COUPON

District #		Unit #	
Unit Name:			
Unit Town:			
First User:			
Email:		Member ID #	
Access Type:		Cost	\$
Name of person replacing:			
Second User:			
Email:		Member ID #	
Access Type:		Cost	\$
Name of person replacing:			
Payment Due:		\$	

**Directions:**

- Each unit is allowed up to two (2) members with access to the ALAMIS Database
- Choose your access type
  - View (Can NOT make changes) \$10.00 per access annually
  - Write (Can add new members and change member information) \$15.00 per access annually
  - Full Unit (Can edit and pay directly to National, must have debit card, no echecks, must complete training) \$20 per access annually
  - District and Division Presidents \$10.00 per access annually
- If deleting someone set their access as DELETE and leave the cost blank.
- Email to [membership@alateexas.org](mailto:membership@alateexas.org) (make payment online) or mail form and check to department headquarters.
- The Department Office will forward this information on your behalf to National HQ.
- National HQ will set up your account (if this is a new application) and will contact you via email with your USER Name and Password. Do not share this information with anyone else.