



Hello from the Department Office,

It's been busy around here! Membership dues, mandatory contributions and poppy orders are now down to a trickle each day.

- **DUES** - don't hold on to dues ladies, send them in – don't let your Unit have a goose-egg on December 31.
- The 'deadline' for mandatory contributions and poppy orders was **October 31, 2017**. There are still about 40 Units that have not sent in mandatory contributions and/or poppy orders.
- Current forms are available on the website – www.ndala.org or call the office at 702-253-5992 to get some by mail.
- To be sure your Unit receives poppies, send your order in no later than December 1, 2017 to be sure your unit receives a supply.
- Poppy Chairmen, Sandra Petermann and Joan Buske will be mailing poppies this year. Watch for updates on the website.

Please review the enclosed materials and share everything with your Unit members. Some of the documents contained in this mailing include:

Letter – Mavis Goodroad, Department President

Reporting Information – What You Need to Know About Reporting

Mid-Year Narrative Reports deadline is December 1, 2017. **Unit Presidents** – Your Unit Narrative Report is due no later than **December 1, 2017** to the appropriate Department Chairman and your District President. Review the reporting information and submit your report by the 'deadline' of December 1, 2017.

Historian Mid-Year Report deadline is December 1, 2017 – Unit Presidents submit a Unit History Report to Lynn Tomlinson by December 1, 2017.

District Presidents and Department Chairmen – Deadline for your report is **December 15, 2017**. Send your compilations to both the Department Secretary and Department President.

Program Action Plans – the following Program Action Plans are included with this Unit Mailing. Please share with the appropriate Unit Chairman. More information on other programs not listed here is available on

www.ndala.org and www.ALForveterans.org

- **Auxiliary Emergency Fund**
- **Department Historian**
- **National Security**
- **Poppy Program**
- **VA&R – Veterans Affairs and Rehabilitation**

Have a nice Thanksgiving holiday and may God keep you and your family safe.