



NAVY SEABEE VETERANS OF AMERICA

ISLAND TRANSFER REQUEST FORM

DATE OF REQUEST _____
(DAY - MONTH - YEAR)

I, _____ REQUEST TO TRANSFER

MY MEMBERSHIP **FROM** ISLAND X - _____ (No. & Location)

TO ISLAND X - _____ (No. & Location)

(MEMBER'S SIGNATURE) _____

CURRENT ISLAND SECRETARY CHECK OFF SECTION

I certify that the above named NSVA member is a Member in Good Standing.

A. IF ANNUAL MEMBER - DUES PAID THRU - _____

B. IF LIFE MEMBER - LIFE MEMBER NUMBER - _____

1. Forward this form and the Members Personnel Records to: New Secretary.
2. Remove Member from Island Roster when notified by National Secretary that transfer is complete.

SECRETARY'S SIGNATURE

DATE FORWARDED

(MAKE A COPY FOR YOUR RECORDS)

NEW ISLAND SECRETARY'S CHECK OFF SECTION

1. DATE ADDED TO ROSTER - _____

2. DATE FORWARDED TO NATIONAL SECRETARY - _____

SECRETARY'S SIGNATURE

(MAKE A COPY FOR YOUR RECORDS)

NATIONAL SECRETARY CHECK OFF SECTION

1. MAKE ROSTER CHANGES. DONE - _____

2. NOTIFY FORMER SECRETARY WHEN TRANSFER IS COMPLETE.

3. IF LIFE MEMBER; NOTIFY LIFE MEMBER CHAIRMAN

NOTE: Items 2 and 3 can be done by best means available, i.e. E-mail, phone call or US Mail.