

APPLICATION CHECKLIST

PAGE 1

- ___ Division and City in which Chapter is chartered (*as listed in Minutes of the Annual General Convention*)
- ___ Chapter name and number (*as listed in Minutes of the Annual General Convention*)
- ___ Applicant's first, middle, maiden and last names
- ___ Applicant's name as it is to appear on certificate (no nicknames)
- ___ Correct relationship to ancestor stated; lineal or collateral box checked
- ___ Name of Confederate Ancestor (as shown on proof of Confederate Service)
- ___ Ancestor's place of residence
- ___ Box marked for type of Confederate service (Military, Civil or Material Aid)
- ___ Appropriate blanks completed for Confederate Ancestor's Service Record
- ___ Box marked for permission for others to use/not use information on application
- ___ Legal signature of applicant
- ___ Complete address of applicant, including zip code, telephone number and email, if applicable
- ___ Signatures of Chapter President and Chapter Registrar; dates must match approval date on page 4
- ___ Signatures of 2 endorsers; OR if Charter Chapter, signature of Division President and name of Division

PAGE 2

- ___ Applicant's birth certificate
- ___ Proofs of lineage for each generation
- ___ Lineage completed for each generation up to and including Confederate Ancestor
- ___ Relationship and proof for each generation; proof to link generations
- ___ Dates and places as complete as possible. Do not leave any lines blank. If living, indicate where living

PAGE 3

- ___ Source(s) of proof of Confederate Services. Microfilm copy and roll no. blanks must be completed. If using Fold3, the microfilm copy number is referred to as the "Publication Number".
- ___ Proof of service enclosed. Complete copy must be enclosed, even if a previously application of another member is being used

PAGE 4

- ___ Full name of applicant, as shown on page 1
- ___ Name of Confederate Ancestor, as shown on page 1
- ___ Chapter name, number and location, as shown on page 1
- ___ Chapter approval date. Must match dates on page 1 where the Chapter President and Chapter Registrar have signed
- ___ Chapter roll number, if applicable
- ___ Names of current President General and Division President
- ___ Check for General fees enclosed. Current fees can be found on the UDC General Website. Do not date check
- ___ Check for Division fees enclosed. Current fees can be found on the VA Division Website. Do not date check

- *Photocopies of this form may be made*
- *This form is not mandatory*