



American Legion Post Officer Portal (ALPOP)



ALPOP is accessible through the Internet, and is designed to assist Post Officers in their day-to-day membership processing duties. ALPOP also allows Post Officers to manage membership information on a computer at the Post or at home.

ALPOP has two primary features:

**** On-line access to the membership system at National Headquarters**

- ✓ Lookup information on your members (Post/Squadron) at National Headquarters.
- ✓ Perform "Member Data Form" changes on-line (except for Adds and Post transfers).
- ✓ Complete your Consolidated Post Report on-line.
- ✓ Access to SAL Squadron Data.

**** Download and install membership tools on your local computer**

- ✓ Download and install the latest version of the AIM software on your computer.
- ✓ Download a copy of the current Post/Squadron/Unit data on file at National Headquarters.
- ✓ Download all documentation on how to install and use AIM.

AIM is a Windows-based computer program that has been installed in over 600 American Legion Posts throughout the country to assist with membership recruitment, creating monthly newsletters, labels, letters and much more. Over 75% of the Posts using AIM have experienced an increase in membership.

Please note that the payment process for individual membership dues does not change. Your Post must continue to transmit membership cards and dues payments to your Department Headquarters.

Cost: \$15 per month billed quarterly. This fee includes access to everything listed above.



**NEW! 30-DAY
TRIAL OFFER**

Free 30-day trial period. Includes 30 days access to the ALPOP site and 30 days use of AIM software.

Fill out this form and mail or fax to us to get online with ALPOP

Please complete the following:

Dept. & Post Number _____

Contact _____

Billing Address _____

City, St., Zip _____

Telephone # _____

E-mail (required) _____

_____ Yes, sign up our post. We agree to the charge of \$15 per month, billed quarterly to the post.

_____ Please set our post up for a 30-day trial.

Signature Required, of Post Adjutant or Commander

Member ID#

Yes, please send Auxiliary data with our Post data. Unit officer signature required.

**Signature of Unit Secretary or President
(Required only if requesting Unit data)**

Member ID#

Mail To: The American Legion IT Division, 5745 Lee Road, Indianapolis, IN 46216
Attn: Libby Green
Fax: 317.860.3001 Phone: 317-860-3100