



The Continental Society Daughters of Indian Wars

APPLICATION PAPERS CHECKLIST

Check off each item prior to submitting to Registrar General

State / Province: _____ Applicant: _____

| DOES THIS PAPER FOLLOW CSDIW REQUIREMENTS? | Chapter | State |
|---|---------|-------|
| 1. Is the applicants name written as it is to be shown on the certificate? | | |
| 2. Is the email <u>and</u> phone number of the applicant given? | | |
| 3. Send one (1) original, and two (2) photocopies of the application. Note: Print front to back on legal-sized paper. (Do not send on 4 sheets!) | | |
| 4. Are the following signatures shown on the paper? | | |
| State/Province Societies with Chapters: Chapter Officers: (Governor, Registrar). | | |
| State/Province Officers (Governor, Registrar). | | |
| Signature of two endorsers (on front page). | | |
| Signature of applicant (on last page). | | |
| 5. For Supplemental applications, use Supplemental checklist. | | |
| 6. If another society application is used as proof, has a photocopy been enclosed and NOT recorded as part of the documentation in each generation? | | |
| 7. Are all dates written day month (use abbreviation) year (ie. 4 Jul 1776)? | | |
| 8. DOCUMENTATION: (A) All sources cited for ALL facts, names / dates / locations? (B) Title page/copyright included for all published works? (C) Each generation links to the next? (D) Difficult-to-read records have been transcribed, the transcript attached to a copy of the original document? | | |
| 9. All pertinent information should be underlined in red; NO HIGHLIGHTS. | | |
| 10. On the back of each piece of documentation, has the member name, Chapter/State/Province name and the generation(s) # this doc applies to, been written or attached by address label? | | |
| 11. Is the male ancestor always shown first in each generation? | | |
| 12. Is documentation for Proof of Service enclosed and the service and location marked within the document? | | |
| 13. Has a check been made out correctly for the application fee of \$45.00? Check made payable to: <u>CSDIW Treasurer General</u> ? | | |

As State/Province Registrar, I have checked that all of the above is in proper order before submitting this application paper.

Date: _____ Phone #: _____

Sign: _____

• • • • •

Include this form with the application, documentation and check. Send to:

Lynda Moreau, Registrar General
4009 Green Acres Rd; Metairie, LA 70003-1301

Applications Checklist May 2019

dustbuny@ix.netcom.com • 504-888-9288