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Instructions for Illinois State Organization NSDAR Chapter Chaplain's Report

For all reports, please verify that the member's entire name (first, maiden or middle, and last) is given and her address is current and spelled correctly. Please use one form for each member being reported.

Make copies of the State Chaplain's Report Form for your use. They may be printed from www.idar.org, the state website. These forms may be emailed to the State Chaplain or sent by the United State Postal Service.

Reporting Birthday – 90 Years to 100 Years and Older

Use the State Chaplain's Report Form for those members with birth year of 1935 and earlier. It is our desire to honor those members having 90th through 100th or greater birthdays. If you have a newly approved member celebrating any of these birthdays, please send their information as soon as possible.

Only 90th and 100th birthdays are reported to the Chaplain General on Form CHG-1003. Send that form to the Chaplain General, not the Illinois State Chaplain Report Form.

Reporting Deaths to State Chaplain

Your Chapter Registrar or Regent reports deaths to NSDAR through e-membership. Please use the State Chaplain's Report Form CHG-1003 to report deaths of your chapter members to me.

Please send the information promptly, including the next of kin's including their names with complete addresses, so that timely condolences may be sent. **Please indicate if the deceased was a DAR member of 50 or more years, was a veteran, or at any time held the office of Chapter Regent, was a State or National Officer. Include the dates of service in office(s).**

Again, use the State Chaplain's Report Form, not the Chaplain General's Form.

Reporting Deaths to the Chaplain General

ONLY report deaths of current or past members of the National Board of Management (Executive Officer, Honorary President General, past Executive Officer, Vice President General, Honorary Vice President General, past Vice President General, State Regent or Honorary State Regent) to the Chaplain General. The State Chaplain and State Regent must also be notified of these deaths. The State Regent is responsible for notifying the Office of the President General.

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Instructions/Illinois Chaplain's Report