



Illinois State Organization, NSDAR
National Society Daughters of the American Revolution
Marria Elliott Blinn, State Regent



Carol Borner, State Registrar 2025-2027
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The **State Registrar** is responsible for maintaining an accurate file of membership records of the Illinois State Organization as well as coordinating the activities of the genealogy group. The genealogy group consists of the Lineage Research, Specialty Research, State Application Team, eApplications, Volunteer Genealogist and DAR DNA committees. The group will assist with registrar training, application preparation and with resolving pre-letters, application AIRs and supplemental AIRs. Chapter registrars should **initially contact the state registrar** with questions or for genealogy group assistance.

Chapter registrars are strongly encouraged to take the **GEP 6 Registrar training course**. This course is available for free and to take the course you will need to contact the Online Classes email inbox at onlineclasses@dar.org (include your name and national number). Additionally, the [Genealogy Guidelines](#) Part One, Two and Three (RGG 4000, 4001, 4002) should be downloaded to your desktop for easy access to most genealogy questions.

The **prospective member database (PMD)** is located in [emembership](#) and includes prospective members who have initiated membership through the national website. Prospective members should be contacted by the chapter registrar within 24 hours. The PMD reflects the chapter's current, active prospective members and **should only list those prospective members who are actively pursuing DAR membership**. The status of the prospective member should be updated regularly in the database. If the prospective member does not respond within six months or if she has not started the application process within a year, she should be removed from the database.

When working on a new prospective member application, please be sure you are downloading the most updated version of the DAR application. It is now **required that there be two reviewers of the application**. One of the reviewers should be the chapter registrar or chapter lineage research chair. Reviewers should use the reviewer checklist to avoid pre-letters. The reviewer's names are recorded on the bottom of page one (signatures for reviewers are not required). All signatures on the application must now be in **blue ink**. Applications are printed on 20, 22 or 24 lb acid-free non-recycled paper.

E-Applications (eAPP) should only be used when there are a few generations that need to be proven. E-APPs should not be used if there is an analysis, service study, new child, coded patriot or new patriot. Supporting documents must be submitted in .jpg or .png (no .pdf) formats. Pertinent information on the documents should be underlined in red and uploaded in color. Only the prospective member is notified with any document issues, however, chapter officers may review any return notes by clicking on "history." The newly updated eAPP platform is to be released this fall and will include supplemental applications.

The chapter registrar is responsible for reporting member transfers, resignations, reinstatements and deaths. All changes are reported to the Office of the Organizing Secretary General and are to be reported on the membership change form.

The Genealogy Group of experts are happy to support chapter officers in all aspects of genealogy to honor our patriot ancestors and grow DAR membership. Please feel free to contact us with any questions or for prospective member application or supplemental application support.