



American Legion Auxiliary  
 Department of Michigan  
 212 N. Verlinden Avenue, Suite B,  
 Lansing, MI 48915  
[www.michalaux.org](http://www.michalaux.org)  
 Phone (517) 267-8809



## 2022 RESERVATION FORM

The 81st session of Michigan’s American Legion Auxiliary Girls State  
 will be held the week of **June 12 through June 18, 2022.**

Addition information will be available at [www.michalaux.org](http://www.michalaux.org) click on Girls State.

**Mail this reservation form and check to the Department ALA office at the address above.**

Receipt of this reservation form and the sponsorship fee guarantees your reservation(s).

**You will receive 1 Delegate Letter per reservation. Please make sure you get the letter to your delegate(s) as soon as you make your selection(s)! Your delegate(s) need that information in order to register online with CampDoc (registration will cost them \$30). They will receive a t-shirt, ALA pin, and their certificate, and other item(s) to be determined at a later date.**

**If you have additional applicants that your organization cannot sponsor, please mail their entire Delegate Application to Beryl Robbins at 1112 5<sup>th</sup> Street, Wyandotte, MI 48192, or email it to [berylrobbins1980@gmail.com](mailto:berylrobbins1980@gmail.com). Please make sure it is legible.**

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**Number of Girls Sponsored:** \_\_\_\_\_ x \$400 per student = \$\_\_\_\_\_ **Check #** \_\_\_\_\_

Please make check payable to: **ALA, Department of Michigan** (Memo line: ALA Girls State)

**DO NOT INCLUDE THE DELEGATE’S \$30 REGISTRATION FEE WITH THIS RESERVATION FORM!  
 IF YOU CHOOSE TO REIMBURSE YOUR DELEGATE(S) MAKE THOSE  
 ARRANGEMENTS DIRECTLY WITH THEM.**

- [ ] If we are unable to fill our reservation(s) we will contact the ALA Girls State Committee to see if they have applicants who are seeking a sponsor. If there are no available applicants, or the session is cancelled, we request a refund for any unused reservation funds.
- [ ] Please use any unused reservation funds as a donation to the ALA Girls State general fund.

**Please provide COMPLETE and LEGIBLE information below for the sponsor contact who needs to receive the delegate information, and will be responsible for communicating with those students.**

Sponsoring Organization \_\_\_\_\_

City (include Post/Unit # and District if applicable) \_\_\_\_\_

Contact Person \_\_\_\_\_

Full Address \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_ E-Mail \_\_\_\_\_



## ATTENTION ALA GIRLS STATE SPONSORS!

This is a two page, step-by-step, guide of our reservation, application, and registration processes!

KEEP IT HANDY, AND REFER TO IT OFTEN!

### RESERVATION AND SPONSORSHIP FEE:

- The fee is \$400.00 (See Reservation form for details on the refund/donation policy.)
- Reservations will be accepted at the Department office beginning October 1, 2021. Send your payment early, you don't need to wait until you find a delegate.
- A **fully completed RESERVATION FORM must accompany your check.** Please make sure it contains the correct name of the sponsoring organization, contact person, their address, phone number and email. Please write legibly, and make the check payable to ALA DEPARTMENT OF MICHIGAN, and add "ALA Girls State" on the memo line
- Have the funds to sponsor a delegate, but can't find one? Contact Beryl Robbins and she will assist in finding students looking for sponsors.
- Don't have enough funds to sponsor a delegate? Consider pairing up with one or more Units in your District, i.e., 2 Units would pay \$200 each.
- Poppy funds **cannot** be used to send delegates to ALA Girls State.

### THE APPLICATION PROCESS:

- Only female students who will complete their junior year of high school in May/June of 2022 will be accepted to attend ALA Girls State.
- **Recruit early!** High school juniors are very active these days, so contact your schools in the fall and ask them to get the word out to their students that you are looking for applicants. Make sure they have the updated application forms and informational materials. Let them know the forms are available at [www.michalaux.org](http://www.michalaux.org), click on Girls State, or take copies with you!
- A one-page flyer will be mailed to every high school in the State of Michigan in the fall.
- Can't get in your schools? Contact Beryl Robbins who has access to the phone numbers and email addresses of all the principals in every school located in the State of Michigan.
- The delegate application form is a **wonderful tool for your Unit to use during your selection process.** It can be used in conjunction with other application methods such as requiring them to write an essay or scheduling personal interviews. **PLEASE NOTE THAT YOUR DELEGATE APPLICATIONS NEVER GET MAILED TO THE DEPARTMENT OFFICE.**
- If you receive applications from students that you do not have the funds to sponsor, **send them to Beryl Robbins, any girl that applies to ALA Girls State that has a strong desire to attend deserves to go!** The ALA Girls State Committee members will reach out to District Presidents, Units and other sponsors from previous years to see if they have the funds to sponsor those applicants. We make every effort to locate a sponsor within the district the applicant resides in.

## GETTING YOUR DELEGATE(S) REGISTERED FOR ALA GIRLS STATE:

- Once the ALA Department office receives your reservation form and sponsorship fee, they will assign you a reservation number for each delegate you are sponsoring.
- **For each paid reservation, you will receive:**
  - one (1) *Delegate Letter*;
  - one (1) *ALA Girls State Checklist* (to be given to your delegate)
- **The sponsor's contact that is listed on the reservation form will be mailed the delegate letter(s) and checklist(s) and is responsible for getting them to their delegate(s), either directly, or as an alternative, to the school counselor who can help with the registration process.**
  - The letter will inform them that they have been selected to attend ALA Girls State.
  - It will contain their **reservation number** assigned by our ALA Department office. **Your Delegate cannot register with CampDoc without that reservation number and the name of their sponsor.**
  - The letter contains complete instructions for the **mandatory on-line registration with CampDoc**. This will guarantee them an ALA Girls State t-shirt, cover the \$4.00 CampDoc registration fee, pre-pay their "City Tax" of \$7.00 (city counselors use these funds for city decorations and pizza/birthday parties,) and possibly additional merchandise to be determined at a later date.
  - **It is your delegate's responsibility to register online with CampDoc at a cost to them of \$30. Detailed instructions will be available on page 2 of their Delegate letter. PLEASE MAKE SURE THEY GET IT, and they register early! DO NOT send the \$30 to Department with your reservation money, give it directly to your delegate if you wish to pay this fee.**
  - Some Units reimburse their delegates the \$30 once they complete the entire session, and report back to their sponsor. This is not mandatory, just a suggestion to those sponsors who would like to pay their delegates registration fee.
  - The **CHECKLIST** is a brief summary of the what they need to bring to ALA Girls State, what to wear, where to go, and instructions to visit the ALA Girls State page at [www.michalaux.org](http://www.michalaux.org), where they can obtain other detailed information
  - Please stress the importance of reviewing this material early. Don't wait until the week before ALA Girls State session begins. The earlier they receive this information, the better prepared they will be!
  - **If your delegate cancels, or you were unable to locate a student in your area to sponsor, PLEASE contact Beryl Robbins immediately so the ALA Girls State Committee can get that spot filled for you!**

## **CONTACT INFORMATION FOR THE ALA GIRLS STATE COMMITTEE:**

Beryl Robbins, Chairman: 313-318-6845, [berylrobbins1980@gmail.com](mailto:berylrobbins1980@gmail.com)

Rysta Brown, Co-Chairman: 989-254-7252, [rystab@hotmail.com](mailto:rystab@hotmail.com)

Pam Lajewski-Pearson, Committee Member: 906-249-1773, [pamski1953@charter.net](mailto:pamski1953@charter.net)

Rosemary Maciejewski, Committee Member: 616-822-8136, [rammac999@yahoo.com](mailto:rammac999@yahoo.com)