

IMPORTANT INFORMATION ABOUT NATIONAL'S ALAMIS CALENDAR

A message from Shannon Werner, Executive Director, American Legion Auxiliary, Department of Michigan.

What is this calendar?

This calendar provides information about National's ALAMIS (American Legion Auxiliary Management Information System) database. ALAMIS is the National Auxiliary Headquarters database of members nationwide and abroad. This is National's tool for all things membership nationwide, including rosters, reports, edits, etc.

How can you use this information?

Take February 1, 2026, for example. If a member has not renewed or has not been recorded as renewed in National's ALAMIS platform by February 1, 2026, a letter will be sent (by National) to the printer for mailing. As a Unit, ensure the transmittals are sent to the Department by mid-January for processing, to avoid a reminder letter from the American Legion Auxiliary National Headquarters.

Another example is April 1, 2026. That is the last day that NATIONAL HEADQUARTERS will accept changes to information for printing 2027 Unit rosters and membership cards. As a Unit, make sure any member who needs to make changes to an address, phone number, email, etc., has them made before April 1; otherwise, the information contained on the printed roster you receive in your Membership packet (printed and supplied by NATIONAL HEADQUARTERS) will be outdated. You can always get updated rosters and reports from ALAMIS if you have the necessary access level.

This calendar and the related deadlines are set and controlled by the American Legion Auxiliary National Headquarters. All State Departments must adhere to this calendar and the related deadlines. Departments then provide these deadlines for Districts and Units to meet National's requirements. The timelines are provided to Districts and Units by the Department through multiple means of communication, including our Department website, the Auxiliaire, social media, and announcements at all Department-level gatherings and meetings.



ALAMIS – CALENDAR OF EVENTS 2025-2026 (American Legion Auxiliary Management Information Systems)	
Early July, 2025	2026 Membership dues available for renewal. Exact Date TBD
August 4, 2025	Units to be cancelled at Convention must be submitted via the charter cancellation form available. in ALA MIS.
August 8, 2025	All new Dept officers need entered into ALAMIS;
August 8, 2025	Last day to enter remit to persons and addresses in ALA MIS so that they are reflected on the 2026. First mailed Renewal Notices.
August 8, 2025	Senior members not renewed for 2026 in ALA MIS by midnight, will get renewal notice
September 1, 2025	New members for the 2026 membership year can be added to ALAMIS
September 15, 2025	1st Renewal Notice mailed out from printer
Late October, 2025	1st PUFL Distribution for 2026 Membership Year. Exact Date TBD
January 2, 2026	Senior members not renewed for 2026 in ALA MIS by midnight, will get second renewal notice
Late January, 2026	2nd PUFL Distribution made to Depts. This is only for new PUFL's processed between September. and December whose 2026 dues were not paid.
February 1, 2026	2nd Renewal Notices mailed out from printer
February 1, 2026	Membership Rollover, Depts must pay 2026 dues before they can pay 2025 or prior
February 4, 2026	Units to be cancelled at NEC meeting must be submitted via the charter cancellation form. available in ALA MIS.
April 1, 2026	Last day to make changes to member info for the 2027 printed rosters & membership cards
May 1- August 1, 2026	Depts update Remit to Individuals and Addresses in ALAMIS
May 4-May 8, 2026	Depts report on any DEPT rate changes for 2027 to ALAMIS Helpdesk
May 11-May 22, 2026	Depts report on any UNIT rate changes for 2027 to ALAMIS Helpdesk
May 25- June 1, 2026	Nat'l will ask Depts to review the 2027 dues rate report on ALAMIS and confirm they were entered. correctly.
June 8, 2026	2027 Dues Rates locked for membership year