

# Calendar Year 2006 NGAUS/NGAPA Membership Drive

Date: October 1, 2005  
To: Administrative Officers / Unit commanders  
From: MAJ Buddy Davison, Membership Chair  
RE: Process for membership dues collection

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Beginning 1 October 2005, we will be accepting NGAUS and NGAPA membership dues through unit collection procedures and online by accessing [www.pngas.net](http://www.pngas.net). Below is the process for unit dues collection. We appreciate your cooperation in following these procedures, which are necessary to accurately track membership status and to maintain the membership database. As in previous years, we look forward to your support in managing a successful membership drive.

## Collection Procedures:

1) Each unit organizational representative will have access their unit roster from the web site above indicating unit member status. Please update the webs site and member status with particular attention to new members, retired members and members who are transferred. Ensure you update specific individual member information, i.e. member addresses, email addresses, etc. Because we are using the automated database, no manual process for soldier updating will be completed this year. All members need a password to access iMAS and pay their due online. You as organizational an representative will receive these in a separate email. Additionally, you will receive a "how-to" brochure from MAJ Davison on specific facets of the iMAS database.

2) If you choose the unit check option as a mode of payment for PNGAS members you may submit a roster of the members who have paid to PNGAS, BLDG 9-109, FTIG, Annville, PA 17003. ATTN: Mrs. Brunner or you may email it to her at : [roysetta@pngas.net](mailto:roysetta@pngas.net). We request that along with your roster and payment that you include the individual applications for membership. The information provided on the application enables members to make credit card payments and allows us to maintain our membership database. Please ensure all documentation is forwarded to PNGAS by 7 January 2006.

3) Unit officer mess dues collected from individual members in addition to NGAUS and PNGAS dues can be paid via our on-line process and consolidated into each unit's collections. If you as an organizational representative and would like to include this in your annual collection process you will need to coordinate with either MAJ Buddy Davison (ARMY) or LTC Preston Smith (AIR) to adjust your unit collection amounts by ID number. Once collected, the consolidated amount will be returned back to your unit by PNGAS.

4) This year, as with last year we are offering unit rebates of 5% of officer dues. While we will accept dues right up until June 28, 2006, we will provide a rebate to the unit fund of your choice based on the number of members who are paid and registered in our hands by 31 January 2006. NGAUS will give us a rebate based on the number of paid memberships and when that comes to us, we will compute a proportionate rebate to each officer fund or unit fund. We still want to achieve higher membership goals, so please continue to send in dues after 31 January, but there will be no rebate given back to units after the cut off date. Hence, 1 October to 31 January is the prime push time to get dues in to us. Life membership is still an option for all members if you wish to become a life member to NGAUS. You can achieve this by paying \$1000.00 in one lump sum or submit 4, \$250.00 payments to NGAUS over a 2 month period. Dues should be sent to the address below.

5) **New Accessions:** NGAUS and NGAPA provide a free one year membership to all new accessions that enter the Guard during the current dues year, through December 2005. A new accession is considered to be a newly commissioned officer or Warrant Officer, or a transferee entering the Guard for the first time. This excludes interstate Guard transfers. Request that the Admin Officers keep us abreast of this information. The Officer and Warrant Officer recruiting officers tend to keep us informed of new accessions, but we need your support to make sure we don't overlook someone who we could be starting in the system.

**Payment Options:**

- 1) Individual members are encouraged to pay their dues by accessing the online web site at [www.pngas.net](http://www.pngas.net) and following the instructions provided.
- 2) Units can collect individual dues and send a check from unit funds/officers mess, which reflects the aggregate total of dues owed.
- 3) Units can collect individual applications and checks or credit card payments and forward these as they are received.
- 4) Please forward all payments to Buddy Davison NGAPA, Bldg. 9-109, Fort Indiantown Gap, Annville, PA 17003-5002.

Please do not hesitate to contact me with your questions. Thank you for participation in the 2005 NGAUS/NGAPA membership program. Phone: 717-279-2705