HOW TO CREATE AN ACCOUNT FOR THE MEMBERS ONLY SECTION OF THE NATIONAL WEBSITE

Committee:
Membership

Contact Information for Questions: ALAMIS Help Desk, alamishelp@ALAforVeterans.org

Step-by-Step Instructions:
• Go to the American Legion Auxiliary’s national website, www.ALAforVeterans.org
• Click on “Log In,” which is located in the upper right hand corner of the home page.
• Click on “Sign Up” which is located under the “Log In” button.
• Provide the following information:
  o Member Number
  o First Name*
  o Last Name*
  o Department
  o E-mail Address
• Click “Submit”
• Check your email. Registration instructions will be mailed to you to finish the Log In process.
• Click on the link provided in the email you receive to claim your account.
  o The link will open a page of the American Legion Auxiliary’s website. You will need to create the following:
    ▪ Username
    ▪ Password (Your password must be at least 6 characters long and exclude spaces, tabs, single quotes, double quotes, percent signs and pound signs).
    ▪ Reconfirm your password
  o Click “Submit”
• Once you click submit you will be redirected to the American Legion Auxiliary homepage. You now have full access to the American Legion Auxiliary’s national website!

*Please note that names (first and last) need to be spelled exactly as they are entered into the ALAMIS database.