



PROCESS FOR TRANSFERRING MEMBERSHIP

1. The member needs to fill in all details of the form above the "Acknowledgment Slip" line and take it to the losing sub-Branch Secretary.
2. The losing sub-Branch Secretary needs to provide the transferring member with any documents and files the sub-Branch may have on the member and sign off the "Losing sub-Branch" section of the transfer form.
3. The member needs to approach the gaining sub-Branch and inform them of an intention to transfer.
4. The member needs to take the form and files/documents to the "Gaining sub-Branch"
5. Following the normal process, the "Gaining sub-Branch" Secretary must inform the transferring member of confirmation/rejection of transfer to sub-Branch, sign the transfer form and mail the transfer form to State Branch.
6. State Branch will process the transfer, send copies of the completed transfer form to both the losing and gaining sub-Branches and issue a new membership card.

Please contact ANZAC House if you require any assistance with this process.

PERSONAL DETAILS

Please complete all your personal information including your old address details

Title (Mr, Mrs, Miss, Ms, Neither)*	Post nominals		
First name*	Middle name		
Surname*	Preferred name		
Country of birth*	Gender	Male	Female
Date of birth*	Maiden name		
Old Postal Address			
Suburb	Postcode		
State			
New Postal Address			
Suburb	Postcode		
State			
Mobile	Home Phone		
Email			

MEMBERSHIP DETAILS

I hereby request transfer of membership

From Branch/sub-Branch		
To Branch/sub-Branch		
Reason for transfer		
Service Number		
Rank		
RSL Badge Number		
Membership Type		
Current Year's subscription paid to Branch/sub-Branch ¹		
Financial to 31/12/		
Member's sub-Branch file collected	Yes	No
SIGNATURE		
Date		

ACKNOWLEDGMENT SLIP

Losing sub-Branch Secretary

Name
Phone/Email ²

Gaining sub-Branch Secretary

Name
Phone/Email

State Branch

The transfer of:

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has been actioned and the details as provided are correct

sub-Branch Secretary Signature

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Date

Honorary Secretary Signature

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Date

State Branch Staff Signature

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Date

¹ The transfer of Service Members will not involve the transfer of any part of their annual subscription. ² To allow gaining sub-Branch to verify RSL service of member