



The National Society Women Descendants of the Ancient and Honorable Artillery Company

DIRECTIONS FOR USE IN PREPARING APPLICATION PAPERS

1. The applicant must provide birth date, death date, and marriage date for each individual in each generation of her lineage starting with her own. For the first three generations, it is expected that the information be complete. For the remaining generations the information required must be as complete as possible with a minimum of one date and place for each individual listed.
2. Documentation is required to prove all dates and places as well as the linkage from each generation to the next. A **single** copy of each proof must be submitted with the application. If the proof is applicable to more than one generation, only provide one copy. The back of each proof must be printed with the name of the applicant, the name of the Court (or Member at Large), the generation(s) to which the proof applies and the name of the A&H ancestor. *A woman cannot apply for Membership At Large if there is an existing Court in the state where she lives.*
3. Examples of acceptable documentation include birth, death and marriage certificates, Bible records (must include a title page and publication date), obituaries (must include name and date of newspaper), church records, tombstone photos, wills, deeds and estate papers. In some cases, county histories and family genealogies will be accepted depending upon their publication date and how well they are sourced. When using pages from a book, the book's title page and publication date must be included. If handwritten materials, such as wills, deeds, and census, are submitted, please provide a transcription if the document is difficult to read. Provide enlargement of the page if necessary for legibility. All pertinent information must be indicated on each proof by underlining the relevant name, date, and place. Applications of existing A&H members may be referenced by supplying the member's national number and the name of the A&H ancestor. NOT acceptable are lineage papers from other organizations and unsourced lineages or family group sheets.
4. All dates must be typed in the form day-month-year, e.g., 23-Jul-1672.
5. Each generation starting with the second should have the male progenitor listed first.
6. The application is to be completed and printed in black ink on 8 ½ x 14 inch acid free paper, double sided. Please include the name of the applicant as it is to appear on her

Certificate of Membership. The Court Registrar will verify the application, obtain the required signatures and send it to the Registrar National. The completed application package to be sent to the Registrar National must include:

- A single copy of the signed application on 8 ½ x 14 inch acid free paper as noted above
 - A single copy of each proof document (acid free paper is NOT required for this)
 - A check must accompany the application as follows:
 - For regular membership in a Court, the amount is \$55 (\$45 application fee plus \$10 dues), and the check is to be made payable to Treasurer National, WDAHAC
 - For membership at large, the amount is also \$55 made payable to Treasurer National, WDAHAC
 - For new members to a Court who are applying for immediate life membership, the amount to Treasurer National, WDAHAC is \$145 (\$45 application fee plus \$100 which is National's share of the life membership). In addition, the Court should request a check for \$100 which is the Court's share of the life membership
 - For new members at large, who are applying for immediate life membership, the amount to Treasurer National, WDAHAC is \$245 (\$45 application fee plus \$200 life membership dues).
 - For junior membership, available to a qualified women under the age of 18, the amount is \$10 payable to Treasurer National, WDAHAC
7. The approved application will be returned to the Court Registrar electronically in a PDF file at no charge.
8. The instructions for submitting a supplemental application are the same as above, with the following exceptions:
- The applicant's national number must be included on the application in the space provided
 - The fee for the supplemental is \$10 payable to Treasurer National, WDAHAC. In addition, the Court should receive a check for \$10 which is the Court's share for the supplemental. For members at large the supplemental fee is \$20 payable to Treasurer National, WDAHAC.
9. If, in the process of preparing an application for membership or a supplemental application, the applicant or Court Registrar would like to have a record copy of an existing application, the Court Registrar may request one from the Registrar National and one will be sent electronically in a PDF file at no charge.
10. Send completed and signed application to:

Karen L. Pogoloff
713 Windy Way, Unit 105
Newport News, VA 23602-5678

REVISED: June 2026