

AREA ALATEEN PROCESS FORM

Area: _____ **#** _____ **Date:** _____

The Alateen Group Registration/Change processes and the Al-Anon Member Involved in Alateen Service certification process are developed by each area. The following information is needed in order for the World Service Office (WSO) to determine if forms from your area were received through your area process.

Al-Anon Members Involved in Alateen Service Process

1. **Al-Anon Member involved in Alateen Service forms will be submitted to the WSO by:**
_____ (Example: through the AAPP)
2. **The area process for changing the status of an Al-Anon Member Involved in Alateen service with the WSO is** (Example: The Delegate, Area Chair, Alateen Coordinator, or AAPP can submit form):

3. **Area Authorized Signature Person (AAS):** (Note: If more than one person the form is processed by the WSO and sent to the AAPP; the area assumes responsibility for verifying the signature.

Name: _____ **Service Position:** _____

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The WSO processes only those forms received through your area process. Forms that are NOT received through the area process are sent to the Area Alateen Process Person (AAPP) unprocessed.
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Group Registration/Change Form Process

1. **New Alateen group registration forms will be submitted to the WSO by:**
Name: _____ **Service Position:** _____
2. **Alateen group changes will be submitted to the WSO by:** (Note: This process can be the same as or different than new group registrations.)
Name: _____ **Service Position:** _____

Our Area Alateen Process Person (AAPP) is:
****PLEASE PRINT****

Name: _____
Service Position: _____
Street Address: _____
City, State/Prov., Zip/Postal Code: _____
Phone: _____
E-mail: _____

My area has requirements that meet or exceed the Minimum Safety and Behavioral Requirements for Alateen as adopted by the Board of Trustees.

The current version of our area requirements is dated: _____

Submitted by:
Printed Name: _____
Signature _____
Area Chair or Area Delegate (circle one)

If your area requirements have been revised or updated, please e-mail a copy to wso@al-anon.org, attn: Alateen