

# NARFE REQUISITION FOR PRINTED SUPPLIES

## NEW! WP (WHITE PAPERS)

- \_\_\_\_\_ **WP-1** Affairs in Order: Benefits Guidance for Survivors (05/24)
- \_\_\_\_\_ **WP-2** TSP Withdrawal Options for Separated Participants (04/24)

## MEMBERSHIP RECRUITMENT

- \_\_\_\_\_ **F-1** Webinar Flyer General (11/20)
- \_\_\_\_\_ **F-2** Monthly Webinar Flyer (updated monthly)
- \_\_\_\_\_ **F-2-P** Postal Webinar Flyer (thru11/24)
- \_\_\_\_\_ **F-123** Pop Quiz on Federal Benefits (08/19)
- \_\_\_\_\_ **F-126** 10 Worst Mistakes Fed. Employees Can Make (08/19)
- \_\_\_\_\_ **F-127** 10 Worst Mistakes Fed. Retirees Can Make (08/19)
- \_\_\_\_\_ **F-135** Membership Brochure w/ Application (04/24)
- \_\_\_\_\_ **F-85** NARFE Gift Membership Application (01/21)
- \_\_\_\_\_ **M-1** Membership Reinstatement Card (12/20)
- \_\_\_\_\_ **M-2** Prospect Information Card (08/19)—*use at events and giveaways to collect names and addresses*
- \_\_\_\_\_ *NARFE Magazine (see below)*

## CHAPTER MATERIALS

- \_\_\_\_\_ **F-3C** Proposed Bylaw/Standing Rule Amendment (10/23)
- \_\_\_\_\_ **F-7** Chapter Officer Roster (12/21) \*Can submit online
- \_\_\_\_\_ **F-18** Requisition for Printed Supplies (updated monthly) **(Limit 5)**  
*\*Can submit online*
- \_\_\_\_\_ **F-21** Chapter Bylaws (01/20)
- \_\_\_\_\_ **F-21A** Federation Bylaws (07/19)
- \_\_\_\_\_ **F-30** Monthly Chapter Update Report (10/19)
- \_\_\_\_\_ **F-38** Chapter Treasurer's Monthly Report (01/20)
- \_\_\_\_\_ **F-58** Chapter Service Officer (06/13)
- \_\_\_\_\_ **F-84** NARFE Member Request for Chapter Transfer (02/08)
- \_\_\_\_\_ **F-100** Be Prepared for Life's Events (03/24) (Limit 5 – members only)
- \_\_\_\_\_ **F-128** Distinguished Member Application (09/19)
- \_\_\_\_\_ **F-131** Chapter Audit Checklist (03/23)
- \_\_\_\_\_ **F-86** Dues Withholding Program (01/21)
- \_\_\_\_\_ **DW-2** Dues Withholding Application for Retirees (01/21)
- \_\_\_\_\_ **DW-3** Dues Withholding Application for New Members (01/21)

## H (NATIONAL HEADQUARTERS) FORMS

- \_\_\_\_\_ **H-1** NARFE Policy Manual (09/23)
- \_\_\_\_\_ **H-134** Information Directory for Headquarters (05/24)

## FEDERATION FORMS & GUIDES

- \_\_\_\_\_ **F-7A** Federation Officer Roster (09/23) \*Can submit online
- \_\_\_\_\_ **F-22** Federation Convention Report (01/20)
- \_\_\_\_\_ **F-46** Changes to LSA Assignments (01/20)
- \_\_\_\_\_ **F-132** Federation Audit Checklist (02/23)

## MANUALS & GUIDEBOOKS (LIMIT 2 PER CHAPTER)

- \_\_\_\_\_ **FH-10** Chapter and Federation Officers Manual (08/21)
- \_\_\_\_\_ **FH-6** Member Records Manual (UNAVAILABLE)
- \_\_\_\_\_ **FH-7** NARFE Advocacy Leader Guide (06/22)
- \_\_\_\_\_ **FH-9** Public Relations Handbook (01/20)
- \_\_\_\_\_ **FH-10** Service Officer Guide (04/16)
- \_\_\_\_\_ **FH-11** Community Relations Guide (12/19)
- \_\_\_\_\_ **FH-14** Regional Vice Presidents' Handbook (01/22)
- \_\_\_\_\_ **FH-15** Chapter Development Manual (09/19)
- \_\_\_\_\_ **FH-19** Membership Marketing Manual (10/21)
- \_\_\_\_\_ **FH-25** Alzheimer's Chapter Coordinator Manual (05/20)
- \_\_\_\_\_ **FH-26** Alzheimer's Federation Coordinator Manual (07/20)

## LEGISLATIVE PAMPHLETS

- \_\_\_\_\_ 2023-2024 NARFE-PAC Brochure
- \_\_\_\_\_ NARFE-PAC Collections Form

Federation Legislative Chair, Congressional District Leader and Senatorial Leader Guide (FH-7). See above in Manuals & Guidebooks.

## NARFE PROGRAM INFORMATION

- \_\_\_\_\_ **FH-4** NARFE National Bylaws (03/23)
- \_\_\_\_\_ **FH-12** NARFE's National Alzheimer's Research Program (11/22)
- \_\_\_\_\_ **F-107** Service Officers & Centers (04/13) (UNAVAILABLE)
- \_\_\_\_\_ **F-118** NARFE-FEEA Fund (Disaster and Scholarship) (10/21)

## SUPPLIES

- \_\_\_\_\_ **F-67** Order Form for NARFE Membership Labels (11/23)
- \_\_\_\_\_ **F-129** Pin Order Form (04/21)

**Supplies for purchase: make check or money order payable to NARFE:**

|                                                 |         |
|-------------------------------------------------|---------|
| _____ Chapter Letterhead (Package of 50 sheets) | \$2.50  |
| _____ Envelopes (2 color logo) 500 minimum      | \$17.00 |
| _____ NARFE 90th Anniversary Book               | \$6.00  |
| Total Enclosed _____                            |         |

If you are planning a recruitment/health fair event, please contact NARFE Recruitment & Retention for information on ordering materials. Help NARFE conserve resources. Please order only what you need. **Orders of more than 100 magazines will be reviewed.** Please provide a list and dates of events you are attending to support your order. Supplies are limited and all requested quantities and/or issues dates cannot be guaranteed. **Questions? Call 800-456-8410.**

|                          |                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                          |
|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Requested by:</b>     | Chapter number: _____ Today's date _____<br><b>Date materials needed:</b> _____ (mm) _____ (dd) _____ (yyyy)<br>Name: _____<br>Officer Title: _____<br>Phone number: _____<br>Email: _____ | <b>Mail to:</b> NARFE Supply Section<br>606 North Washington Street<br>Alexandria, VA 22314-1914<br><br>or FAX to: 703-838-7781<br><br>or submit online at <a href="http://www.narfe.org/f-18">www.narfe.org/f-18</a><br><br>Plan ahead. Allow 10 business days for delivery. Thank you. |
| <b>Shipping Address:</b> | To: _____<br>Street: _____<br>_____<br>City: _____ State: _____ ZIP: _____<br>Shipping Contact Info: _____                                                                                 | <p style="text-align: center;"><i>HEADQUARTERS USE ONLY:</i></p> Shipped: _____<br><br>Initials: _____ Date: _____                                                                                                                                                                       |