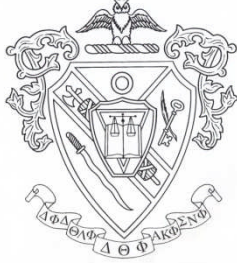


# The Delta Theta Phi Law Fraternity, International

## INSTRUCTIONS: SENDING IN NEW MEMBER APPLICATIONS

Senate Name (as it shall appear on the certificates): \_\_\_\_\_



Number of Applications: \_\_\_\_\_

Number Pins Needed: \_\_\_\_\_

Initiation Date: \_\_\_\_\_

Send all applications from this date in one package.

**Amount Enclosed: \$** \_\_\_\_\_

### CHECK EACH OF THE FOLLOWING AFTER REVIEW OF THE APPLICATIONS TO BE SUBMITTED:

- Δ Names are legible and written as they shall appear on the Certificates.
- Δ Graduation Year of each member.
- Δ Full Permanent Address, including city, state, and zip code.
- Δ Email Address: we prefer gmail, yahoo, or hotmail to school account addresses.
- Δ Phone Number: note home or cell number.
- Δ Signature of both the applicant and either the Dean or Tribune.
- Δ Applications in alphabetical order by last name.
- Δ Prepare a typed list of full names and email addresses to accompany this package.
- Δ Copy made for Senate Records.

The Certificates are sent in one package to one person for distribution to the address of your school. This person should be your faculty advisor or person of similar position with your law school. Please provide the name and address of the person who is to receive the certificates and pins:

\_\_\_\_\_  
\_\_\_\_\_

If all of the applications are filled out correctly and completely, it will take approximately 6 weeks from the time they are received to the time the Senate receives the Certificates from the Printer. If there are problems such as missing initiation dates, zip codes, or names are not legible, there will be delays in processing!

### COMPLETED APPLICATIONS SHOULD BE SENT TO:

Delta Theta Phi, P. O. Box 117, Elyria, OH 44036. If you have any questions, call us at 1-800-783-2600.

#### **OFFICE USE ONLY**

Date Rec'vd: \_\_\_\_\_ Payment Info: \_\_\_\_\_

Senate Number: \_\_\_\_\_