

October 21, 2018

Virginia Area Assembly Check Illustration

Name on Bank Account	<u>222</u>
	<u>1/1/2016</u> date
Pay to the Order of <u>Virginia Area Assembly</u>	\$ <u>1,000,000.00</u>
<u>One million and 00/100 ~ ~ ~ ~ ~</u> DOLLARS	
ALAnon World Bank 123 Sanity Street Serenity, USA 99999	<u>Name of Your Group</u>
For <u>057 - 099 - 00012345</u>	<u>Treasurer's Signature</u>
--- 1 2 3 4 5 6 7 8 9 - 0 2 2 2 --- 3 3 3 3 3 3 3 3 3 3 --- 0 0 1	

PLEASE PASS THIS INFORMATION TO ALL TREASURERS

1. On the *pay to the order of* line, please enter only **Virginia Area Assembly**.
2. On the lower left *For* (memo) line, enter your Area (**057**), District and Group numbers as shown in the example (*numbers shown above are fake numbers for illustration only*). Find your District number in the box below. Your five-to-eight digit Group number appears on envelopes mailed to your Group from the WSO, or ask your Group or District Representative. If applicable, indicating the Group name somewhere on the check is helpful.
3. Service Center/District/Individual contributions: indicate this on the memo line (no numbers).
4. If the check is sent in response to the Area Semiannual Appeal, write APPEAL on the check in any convenient blank space.
5. **PayPal**: In the message section of the PayPal screen, please enter at least the District and Group number. District and group names are also helpful here.
6. All of this information is needed by our Area Treasurer to properly record your contributions so that your District and Group receive credit. Without this information your contributions will appear in Area financial reports under "Other."

Table of District Numbers

001 Albemarle	011 <i>unused number</i>	021 Roanoke Alleghany
002 Springfield Annandale	012 Nansemond	022 Seven Hills
003 Arlington	013 New River	023 Southside
004 Blue Ridge	014 Norfolk	024 Southwest
005 Bull Run	015 Northern Neck	025 <i>unused number</i>
006 Central Valley	016 Peninsula	026 Triangle
007 Eastern Shore	017 Piedmont	027 Virginia Beach
008 Fairfax	018 Alexandria	028 <i>unused number</i>
009 Falls Ch Vienna McLean	019 Rappahannock	029 James River South
010 Loudoun Reston	020 Richmond North	030 <i>unused number</i>

Mail checks to: Virginia Area Assembly, PO Box 2583, Midlothian, VA 23113
 Questions? Email: treasurer@vaalanon.org or call your District Rep.