

Section 2 - Supplemental Applications

A. National Society Sons of the American Revolution

1. NSSAR Handbook

and " Members having more than one Revolutionary Ancestor are urged to prepare file supplemental applications, thereby establishing additional ancestral lines.

Supplemental applications must be submitted in exactly the same way as original applications but on supplemental application forms.

Documents already on file as proof for original application need not be submitted again for those same generations on the supplemental application."

Supplemental application fee is the amount listed in Exhibit XVI Schedule of Fees.

B. Supplemental Applications - Chapter Level

1. Upon receipt of completed Supplemental Application (Exhibit V) from a member, a Chapter member of the initiating Chapter will review the application to make certain that:

a. The application has been completely and properly completed using the proper authorized form.

Please Note: The proper form will have a raised stamped watermark "N" in the lower left hand corner or, if computer generated, be on the SAR watermarked official paper.

b. The application must be signed by the member.

complete 2. The Chapter member will ascertain that the references attached are and that acceptable proof of lineage has been attached.

3. Upon completion of the above, the Chapter will send the supplemental application and all supporting documents to the TNSSAR Registrar. The check for the combined current National and State Supplemental fees should be made payable to the Tennessee Society, SAR.

C. Supplemental Applications - State Level

1. Registrar - TNSSAR

a. Upon receipt of a completed supplemental application

from a Chapter, the TNSSAR Registrar will review the supplemental application for completeness. He will pay particular attention to see that all references for proof of lineage are complete and in the proper form.

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b. If the TNSSAR Registrar finds an error or incomplete proof, he will submit the problem in writing to any or all of the following - the Chapter President, Chapter Registrar and the Applicant, without delay.

c. When the supplemental application is complete or correct, the TNSSAR Registrar will then affix the signature of the Registrar, prepare a copy on acid-free paper, affix the signature of the Registrar, and forward the Supplemental Application with supporting documents, along with the check payable to the TNSSAR, to the State Secretary.

d. The TNSSAR Registrar will keep a record of all applications sent so that he can ascertain that all applications sent to the National Society have had on them. National Society will only retain "open" or supplemental applications for a maximum of one they are returned to the State Society for submission.

e. After the supplemental application has been accepted and approved by the National Society, the TNSSAR Secretary will send to the TNSSAR Registrar a copy of the Transmittal Sheet in (Exhibit IV) that outlines the approved member's Name, National and State Numbers, and the Chapter in which the Compatriot is a member. The TNSSAR Registrar will then remove the Compatriot's name from the pending to the approved list and report same to the TNSSAR Board of Directors.

f. The TNSSAR Registrar will then file the State Copy of the Supplemental Application immediately following the member's original application for membership.

3. Secretary - TNSSAR

a. When the supplemental application is complete and correct, and received from the TNSSAR Registrar, the Secretary will obtain a TNSSAR check to the NSSAR and prepare a

