

Membership Application Instructions



Application Access

- The Application is found at: ISDUP.org → Forms tab → Membership Application as a fillable PDF. Only the current version of the Application will be accepted.
- Before filling in the Application, save the file to your computer with a new file name.
- Fill in all of the fields as outlined below, save the file, and print the Application.
- Typed Applications using the PDF form are preferred, but handwritten legible Applications are acceptable.
- Print all four pages of the Application separately. The Application is completed and submitted on four separate pages, not on two double-sided pages.

For Member- at-Large Only - Follow instructions in the document, except the following:

- Check the box on the first page where indicated for Member-at-Large.
- Skip the first two lines of the Application and begin on the line “Applicant’s Name.”
- You do not need the signatures of the Camp or Company officers, only two witness signatures on page 4.
- Disregard the last line concerning the Company Registrar’s address information.
- Send \$25.00 (check or cash) and your Application directly to the address listed below.

Page 1 – Applicant Information

1. Do not enter anything for “No. ____” in the upper right-hand corner. ISDUP will enter the membership number.
2. Fill in:
 - a. The name of the Camp and Company you are joining and the city and state where the Camp is located. Canadian residents include city and province.
 - b. Your full name separately: first, middle, maiden, current last name, and other former married names beginning with the most current. Your name will now be automatically filled in on each page.
 - c. The full name of your husband (indicate if divorced or deceased, if applicable).
 - d. Your mailing address, including apartment or P.O. Box, if applicable.
 - e. Your 9-digit zip code (needed for bulk mail rate) found at tools.usps.com/go/ZipLookup. You can also find the four-digit extension on utility bills and other mail you receive.
 - f. Your home and cell phone numbers including area code.
 - g. Your email address.
 - h. Your preference for receiving *Legacy* newsletter.
3. Do not add anything in the FOR OFFICE USE ONLY section.

Page 2 – Direct-Line Utah Pioneer Ancestor(s)

This section requests information on direct-line Utah pioneer ancestor(s) who came to or was born in the State of Deseret/Utah Territory before the completion of the Transcontinental Railroad on May 10, 1869, through whom you are eligible for membership in International Society Daughters of Utah Pioneers. Only one direct-line Utah pioneer ancestor is required for you to be eligible for membership, BUT you may list up to four direct-line Utah pioneer ancestors if you have them. You can use paternal or maternal lines.

A direct line Utah pioneer ancestor represents a direct, parent-to-child relationship from one generation to the next back to the pioneer ancestor that qualifies you for membership.

1. Fill in Applicant name on the top of the first page if already not populated. When you provide this information, your name will be populated on the top of all of the next three pages.
2. Fill in birth date. Birth dates should always include day, month, and year.
3. Please complete the section asking for your direct-line Utah pioneer ancestor(s), birthplace, birth date, and the pioneer's relationship to you.
4. Fill in the year your pioneer ancestor arrived in Utah.
5. Fill in the Company in which your pioneer ancestor traveled. Many can be found at: <https://history.churchofjesuschrist.org/overlandtravel>.
6. Fill in where your pioneer ancestor first settled. The state should be the present-day state.
7. Fill in your pioneer ancestor’s death date and place of death.

Page 3 – Pedigree Chart and Brief History

1. Fill in the Applicant name on the top of the page if not already populated.
2. Begin by listing your parents and grandparents at the top of the page in the small pedigree chart. Choose one grandparent from whom one of your direct-line ancestors comes (from Page 2) and write that grandparent's name on the first line below.
3. Continue to trace your lineage to a direct-line Utah pioneer ancestor through whom you are eligible for ISDUP membership on each succeeding line.
4. Only one direct-line pioneer ancestor is required, whether through maternal or paternal lines, and is traced through a direct parent to child relationship from one generation to the next.
5. The pedigree chart has space to accommodate through the 7th generation though you may not have to go back that far to reach a qualifying ancestor. You need only fill in enough lines to reach your direct-line ancestor.
6. In the section designated, write a brief history of your direct-line Utah pioneer ancestor identified on Page 2 and the pedigree chart on Page 3. Do NOT attach a separate history and do not exceed the space allotted.

Page 4 – Children, Pledge, Signatures, Payment, and Submission

1. Fill in your full name on the top of the page, if not already populated.
2. List the full names of your children and their birth dates.
3. PRINT OFF A COPY OF YOUR APPLICATION IF FILLING IT OUT ON THE COMPUTER. (You may not be able to save your information. Or you can try saving the completed PDF Membership Application form on your computer by going to → File → Save As and choose a location on your computer to save this file.)
4. Read the PLEDGE and SIGN on the line "Applicant's Legal Signature." **Note: This is a legal document and therefore needs to be signed before witnesses** (husband, friend, or relative over age 18). These people are to witness you signing the Membership Application form, not to verify any information in the Application.
5. For Member-at-Large the two witnesses are the only signatures you obtain. Then send your completed Application along with \$25.00 payment by **one check** (to pay for \$20.00 International annual dues and \$5.00 processing fee) to the address listed below. Payment is also acceptable through credit card paid through the ISDUP Business Office or through Venmo. See specific Venmo Guidelines found at: ISDUP.org → Forms tab → Treasurer (skip steps 6-9 below). If the Application is submitted in May, June, July, or August, the \$20.00 annual dues will be applied to the upcoming DUP year.
6. For Member with Camp and Company print the Application to your Camp Registrar for signatures along with **one check** made out to ISDUP for \$25.00 (to pay for \$20.00 International annual dues and \$5.00 processing fees). Payment is also acceptable through credit card paid through ISDUP Business Office or through Venmo. See specific Venmo Guidelines found at: ISDUP.org → Forms tab → Treasurer. The Camp Registrar will take the application from you with your payment. If the Application is submitted in May, June, July, or August, the \$20.00 annual dues will be applied to the upcoming DUP year.
7. The Camp Registrar will fill in the amount being sent and the check number. She will also assist you with the name of the Camp and Company you are joining, if needed.
8. This is a legal document and must be signed by the Camp Captain and Camp Registrar, and the Company President and Company Registrar.
9. The Company Registrar will fill out the last line requesting the Company Registrar's contact information. Company Registrar will mail the completed Application with the check or cash for \$25.00 to:

ISDUP Registrar
300 N Main St
Salt Lake City, UT 84103-1699

Note: Upon processing of Application, Members-at-Large will receive a welcome letter, membership card, Certificate of Membership, and your original Application directly from ISDUP. Those applying through a Camp receive the letter and membership card and original Application in the mail but will be presented their Certificate of Membership in a Camp meeting from the Camp Captain.