

January 2026 Camp Roster Distribution

Corrections to Member/Associate Information on Camp Roster



Now is the time for Camp Secretaries to review the information of each Member/Associate on this Camp Roster. Submit corrections (**between January and June**) prior to the mid-July distribution of the new 2026-2027 Camp Rosters.

- Make a separate working copy of the Camp Roster where “notes to self” can be made (inactive, mission, ill).
- Pass the Camp Roster around on a clipboard during a Camp meeting for individuals to check information.
- Submit a Record Change Form by June on each individual needing updates to address, name, Camp transfer, late dues, *Legacy* opting in or out, report of death ***with obituary***.
- Go paperless – submit Record Change Forms (fillable, saved as PDF) or the whole Camp Roster with several noted changes (scanned, saved as PDF) by email to: membership@isdup.org by June.

Corrections on Camp Roster Details for a Member/Associate

- **Check Accuracy:** Current name, address, cell/home phones, email. Notate “H” for home and “C” for cell.
- **Zip Code Extension:** The 4-digit extension is necessary for the bulk mailing of *Legacy*. It may be found on a utility bill or by using the US Postal Service website: usps.com.
- **New Address:** If moved outside the Camp area, submit the new address. Mark the Camp change box: yes no. To find a new address, mail her a letter. If returned, usually a forwarding address is provided by the Post Office.
- **Unknown Address:** If every effort to contact the individual through the phone number(s), email, or letter verifies she no longer lives there, notate: “Moved, unknown address” or “Moved out-of-state, unknown address.”
- **Moved to Care Center:** Submit the care center name and address. If still local, she should remain on the Camp Roster as a reminder to be aware of her situation and to report changes.
- **Temporary Absence:** If briefly away from home, i.e., mission, the name will remain on the Camp Roster.
- **Unknown Member/Associate:** Make every attempt to contact and welcome her. Complete the Internet search described under “Deceased” below to determine if she has already passed away.
- **New Camp Needed:** Contact ISDUP Membership Dept by email (membership@isdup.org) or phone, 801-532-6479, ext. 204, to find a new Camp. Submit the Camp transfer.
- **Multiple Camps:** If a Member attends more than one Camp, i.e., snowbird, her name will remain on the Camp Roster where she pays her International dues. She will be a visitor to any other Camp.
- **Legacy: To receive or not receive** the *Legacy* by **USPS mail** is designated in a box on the Camp Roster’s “*Legacy* opt-out” column. Leaving the box blank and if dues are current the *Legacy* will be **mailed**. Marking an “X” in the box stops the mailing of *Legacy*. It may be read online. The opt-out may be reversed.

Membership Status

Each Member’s wishes are to be honored in choosing their membership status. Leaders do not choose for them. No matter the status, once a Member, always a Member. Memberships remain permanently in the ISDUP hardcopy and digital database files.

- **Inactive:** A Member/Associate is inactive when not current on dues and remains on the Camp Roster for leaders to provide watchcare. No need to notate that the individual is inactive.
- **Remove from Roster: Upon her request**, a Member/Associate may choose to have no further involvement with a DUP Camp. Notate on the Camp Roster: “Member Request Removal.”
- **Member-at-Large: Upon her request**, a Member may choose to become a Member-at-Large. She would no longer be associated with a Camp. Notate on the Camp Roster: “Member Request MAL.”
- **Deceased:** Report a death on a Record Change Form ***with obituary***. For an unknown death date, search the Internet. For example, type: “obituary, Utah: Jane Smith Jones.”
- **Associates** are added to the Camp Roster by submitting an Associate Record. Dues are paid in October with the rest of the Camp. Associate late dues are paid through a Record Change Form.