

# NLTA Retirement Scrolls/Pins Order Form

Branch: \_\_\_\_\_

Ordered by: \_\_\_\_\_

Title/Position: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date of Retirement Banquet: \_\_\_\_\_ # Scrolls/Pins Required: \_\_\_\_\_

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## NAMES FOR SCROLLS:

(Please ensure that prior to ordering you obtain from the retiree the full name he/she wishes to have placed on the scroll and the correct spelling of that name.)

Name	Years of Service (over or under 20 years)*	Retirement Date/ Date on Scroll
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

\*Teachers retiring with over 20 years of teaching service receive Life Membership in the NLTA.

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## FOR OFFICE USE ONLY:

Request received: \_\_\_\_\_

Scroll ordered: \_\_\_\_\_

Pin ordered: \_\_\_\_\_

Life member letter (if applicable): \_\_\_\_\_

Life member card (if applicable): \_\_\_\_\_

Sent to branch: \_\_\_\_\_