



# Al-Anon Family Groups

Help and hope for families and friends of alcoholics



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**Please read at a minimum of two successive meetings  
so that all members may have an opportunity to  
participate in the Seventh Tradition**

## **Quarterly Appeal Letter To Individual Members in Your Group**

August 2017

Dear Al-Anon and Alateen member,

Have you visited the [www.al-anon.org](http://www.al-anon.org) website recently? If so, you probably noticed it has an attractive new look and additional functions. The Seventh Tradition tells us that Al-Anon is totally self-supporting. That means contributions from members like you and me made the website upgrade possible. Thank you for making that happen!

Tradition Eleven guides our public relations, reminding us that we wish to *attract* new members rather than promote Al-Anon. To that end your contributions have allowed the WSO to move forward in the use of technology to let newcomers know that Al-Anon is a place for them to find help and hope. Your five or ten dollars every quarterly appeal has made a positive difference in the financial health of Al-Anon Family Groups.

Step Twelve reminds us of our responsibility to carry this message to others. Your continued support and expressions of gratitude make it possible to reach those still suffering from the effects of someone's alcoholism. Whether it is updating our website, distributing *Al-Anon Faces Alcoholism*, or displaying posters locally, our member participation and support of these outreach efforts helps make Al-Anon available around the world.

On behalf of your World Service Office, our sincere thanks to those of you carrying this message and to those of you hearing the message and responding in such a caring way.

In gratitude,

Jennie M.  
Member  
Treasurer, AFG Inc.

P.S. If you would prefer to contribute online, that's available too! [al-anon.org/members](http://al-anon.org/members)

**Contribute Now**

"How Al-Anon Serves You and Your Group" on the back side



Contributions to Al-Anon Family Group Headquarters, Inc. or Al-Anon Family Group Headquarters (Canada) Inc. may qualify as a charitable deduction, but the WSO makes no judgment as to the specific deductibility of a contribution by any member.

*The last annual financial report, filed with the New York State Department, may be inspected at State of New York, Office of the Attorney General, Charities Bureau, 120 Broadway, New York, NY 10271; upon written request to the Commonwealth of Virginia, Department of Agriculture and Consumer Services, Division of Consumer Protection, Office of Consumer Affairs, PO Box 1163, Richmond, Virginia 23218; or at [al-anon.org/members](http://al-anon.org/members).*

Al-Anon Family Group Headquarters, Inc., 1600 Corporate Landing Parkway, Virginia Beach, VA 23454-5617

# How the WSO Serves Your Groups and You

## Finance

### Business Services

- Pays the bills of AFG, Inc.
- Receives and processes contributions
- Processes literature orders for groups and LDCs
- Receives and processes *Forum* subscriptions
- Stocks literature inventory

### Other Business Services

- Designs and maintains website
- Designs *The Forum*
- Maintains AFG Connects
- Social Media

## Administration

### Administrative Services

- Provides support services for all other departments at the WSO
- Maintains and defends copyrights and licenses
- Grants permission for service arms to post the Legacies on their Web sites
- Coordinates staff and Trustee participation at Area Assemblies and Events
- Maintains the archives
- Handles daily correspondence from the fellowship

## Programs

### Group Services

- Keeps Group Records Information current
- Holds Conference Calls with Coordinators
- Supports Alateen and AMIAS Certification
- Sends complimentary CAL and other Service materials
- Supports Al-Anon Information Service Centers (AIS)
- Maintains Members' Web site
- Answers your questions about group issues
- Maintains Alateen Safety and Behavioral Requirements

### Public Outreach

- Prepares and distributes *Al-Anon Faces Alcoholism*
- Prepares and distributes radio and TV PSAs
- Prepares and distributes press releases
- Supports and encourages Areas in public outreach efforts
- Publishes and updates *The Best of Public Outreach*, on the Members' Web site
- Posts to Web sites, blogs, podcasts and social media
- Performs outreach to professionals
- Collaborates with researchers
- Prepares and distributes *e-News For Professionals*

### Literature

- Responds to correspondence about literature and *The Forum*
- Performs research to give the most thorough response to members' questions regarding CAL
- Processes requests to reprint CAL
- Prepares and distributes CAL
- Plans, schedules and conducts Literature Committee Conference Calls
- Produces *The Forum*
- Reviews communications for style and grammar
- Manages AFG Connects folders for the *Forum* and Area Newsletter Coordinators

### Conference

- Coordinates and staffs World Service Conference
- Prepares *World Service Conference Summary*
- Provides leadership and support for District Representatives and Delegates
- Responds to all communications regarding Delegate and Conference concerns
- Develops service tools to educate the membership on structure

### International

- Support for International structures
- Coordinates International Al-Anon General Services Meeting
- Prepares *International Al-Anon General Services Meeting Summary*
- Monitors and processes reprint permissions for the International community
- Coordinates the review of translations of Conference Approved Literature

### Other Program Services

- Coordinates and staffs TEAM Events
- Prepares and distributes *Area Highlights*
- Maintains AFG Connects
- Translates and distributes *Le lien* and *en Acción*
- Prepares and distributes *Group e-News*
- Translates literature and other written pieces
- Hosts Anniversary celebrations
- Coordinates and staffs International Convention