

# Arkansas Society Daughters of the American Revolution

*Gretchen Magee – State Regent*

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## Insignia Committee

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As the new State Chair of the Insignia Committee, I plan to have an article in our State Newsletter that will keep members informed of new items that will be produced for The DAR Insignia Store, plus Insignia Do's and Don'ts, and Let's Talk Pins! Up to date Insignia Information will also be messaged to Chapter Regents.

You can always go to this site for information.

[NSDAR Committee Link – Insignia](#)

### Pin Approval Process

Daughters want their orders for Insignia approved, fulfilled, and shipped quickly. The National Society can control fulfillment and shipment, but the speed of approvals for many pins depends on you, the Club Presidents in your state, as well as the Chapter Regents. To ensure the quickest possible fulfillment times for members' Insignia orders, the National Society is updating the pin approval process as follows:

- The Office of the Organizing Secretary General will continue to send pin approval requests for state-related pins to the State Regent. The State Regent is responsible validating the request. For state clubs, the State Regent may forward the request to the Club President.
- The State Regent or Club President must respond **within 4 business days** to the Office of the Organizing Secretary General. After that time, the member's Insignia order will be put on hold.
- If the member's pin order cannot be approved in that timeframe, then the member will be contacted by the Office of the Organizing Secretary General. The office will inform the member that her eligibility to purchase the pin could not be verified and that she must obtain the needed approvals herself using the "Insignia Order Authorization Form."
- The member will complete her portion of the form and then forward to the proper approver (State Regent, the Club President or Chapter Regent).
- The State Regent, Club President or Chapter Regent will then confirm the member's eligibility for the pin and email the form along with her approval to [pinapprovals@dar.org](mailto:pinapprovals@dar.org). Upon receipt, the member's order will be taken off hold and fulfilled.

### Pin Initiation Process

The procedures for initiating a new pin have been revised and are posted on the DAR Members' website. One important new consideration in the approval process is the likely demand for a proposed pin. As a prudent business, the National Society must ensure that any proposed pin is economically viable. Therefore, after the Executive Committee approves the artwork for a club pin, the club must submit prepaid orders for 36 pins before the pin can be manufactured. The procedures have also been updated to reflect the Executive Committee's role in the business decisions concerning Insignia, as approved at the 128<sup>th</sup> Continental Congress, to incorporate the role of the DAR Insignia Store, and to clarify prerequisites for some pins.

You can always go to this site for information.

*FRANCES WEATHERSBY, ARKANSAS STATE CHAIRMAN*