

Maine Area #23

STARTING A NEW ALATEEN GROUP

1. There must be at least two **currently** certified Alateen Sponsors for each Alateen group. Members willing to serve as SUBSTITUTE ALATEEN SPONSORS do not have to be attached to a particular Alateen group. They need only fill all the requirements for becoming an Alateen Sponsor.
2. **All** Alateen groups must be sponsored by either an Al-Anon group with an active Group Representative (GR) or by an active District with a District Representative (DR) until an Al-Anon group takes responsibility.
 - a. The sponsoring Al-Anon group must take a vote to sponsor the Alateen group. The **Verification – Al-Anon Sponsorship of Alateen Group** form is signed by the GR/DR and submitted to the AAPP (Area Alateen Process Person) with the **Registration Form (GR-3)**.
 - b. The Al-Anon group must then take an annual group conscience vote to continue sponsoring the Alateen group. Annually, a new **Verification** Form (sent to Alateen groups by the AAPP) must be submitted to the AAPP by a sponsor of the Alateen Group **with** the annual **Alateen Update Sheet** sent from the WSO (March/April).
3. **NEW ALATEEN GROUPS CANNOT START TO MEET UNTIL THE GROUP IS REGISTERED.**
4. To register, one of the Alateen Sponsors must fill out an **Alateen Registration/Groups Records Change Form (GR-3)**. This Registration Form may be downloaded from our Al-Anon Maine Area Website: maineafg.org (**go to “Alateen”**)
5. Tips on completing and submitting the GR-3 form:
 - a. Two currently certified Alateen Sponsors must be listed on the form including their WSO ID #s (the ID #s do not prove that Alateen sponsors are up-to-date with their certification – the AAPP will verify this when the form is received – or contact the AAPP for confirmation)
 - b. More than two Alateen sponsors may actively sponsor an Alateen group / only two sponsors need to be listed on the Group Registration Form.
 - c. There must be a **Current Mailing Address (CMA)** – this person can be one of the two listed Alateen sponsors for the group or **if not**, he/she **MUST be a currently certified Alateen Sponsor.**
 - d. The name chosen for the Alateen group **cannot** be a place of business/church/school, etc.
 - e. **This form (GR-3)** is mailed to the **current** AAPP – The AAPP verifies that all names listed on the Group Registration Form are currently certified as Alateen sponsors.
6. The form is signed and dated by the AAPP, and then sent to the WSO. The new Alateen group will be assigned a WSO ID # and the member/address listed for the group (CMA) will receive WSO communication. The AAPP will notify a sponsor of the group when the registration process is complete and the new Alateen group can begin to meet.
7. **ANY** changes to the Alateen group information (time, location, change in sponsor or CMA [current mailing address]) **MUST** be made by filling out a new Registration Form (GR-3) and mailing the revised form to the current AAPP and **NOT** directly to the WSO.

Current AAPP: Pat Bergeron, 100 A Twombly Road, Sanford, Maine 04073

Questions: Tele. (207) 329-9408 / email: altdelegate@maineafg.org (Term ends 12/31/16)

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