

Group Records Coordinator: Liz O
group.records@southvalleyalanon.org

559-246-7181 (cell)

Access group records by going to WSO's website: www.al-anon.org, click on Members, then Group Resources, then Group Records, or you may simply click on this link:
<https://al-anon.org/for-members/group-resources/group-records/>

TO ADD INFORMATION FOR YOUR TEMPORARY ELECTRONIC MEETING DUE TO COVID

1. Click on Temporary Al-Anon Electronic Meeting Change Form
2. Fill in all boxes. WSO ID and group name can be found on our printed meeting list, our district is 19, area name is California North, status is change. Please be sure to include your information in the Submitted By boxes.
3. Click submit. You should then see a screen thanking you for the update.
4. A few days later the submitter email will receive a thank you from AFG Records for submitting your update and that the Area Coordinator will process the change.
5. Within seven days the submitter email should receive a confirmation of update from Area Coordinator Nerissa M. If you don't receive this email, please contact me, Liz O, at the above email address.

TO UPDATE OTHER GROUP INFORMATION Such as Group Rep or Current Mailing Address

1. Click on Alanon Group Change in the Face-To-Face Meeting box for US, Canada and Bermuda.
2. There you will find a button for UPDATE ONLINE. Below that is the link for Instructions and to print a form if you prefer to fill it out and submit it to Liz O for entry.

If you have questions or need help completing and submitting the update, I'm here to help!

Keeping your group's record updated is helpful to newcomers or out-of-area members looking to find meetings.