



Date _____

AIA Member ID _____

2023 Chapter Transfer Request

AIA Bylaws – 2.07 Component Assignment

2.072 Assignment/Transfer. At the written request of a member, the Institute shall transfer the member's assignment from one chapter to another provided that the transferring member either lives or works within the territory of the new chapter.

If you would like to request a transfer of membership chapter assignment, please complete this form before submitting payment. Your membership dues may be subject to change based on chapter reassignment.

Personal information

Prefix	First	M.I.	Last
Address			Apartment/unit #
City	State/country		Postal code
Home phone	Home email		
Home fax	Cell phone	DOB*	

Company information

Company name		Job title
Address		Suite/floor
City	State/country	Postal Code
Office phone	Office email	
Office fax	Company web address	

Mailing preference: Home Office

Primary email: Home Office

Primary phone: Home Office

Chapter information

I am requesting transfer of my local chapter to AIA _____ and my state chapter to AIA _____ based on my:

Home address OR Office address

Please return by email or fax

Email: memberservices@aia.org | Fax: (202) 626 7547