



## West Point Association of Graduates (WPAOG)

### RING MELT DONATION

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Ring owner's title, name, and Class year: \_\_\_\_\_

Donor's name and relationship to ring owner:

\_\_\_\_\_

Donor's contact; mailing address, phone number and email.

Email is our primary mode of communication with the Ring Donors, if you do not use email, please provide us with the email address of someone in your family who does.

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Rings can be mailed to the following address:

West Point Association of Graduates  
Attn: Class Services  
698 Mills Road  
West Point, NY 10996

- Please insure the ring at the post office for tracking purposes. We will mail you a confirmation letter upon receipt of the ring.
- Stones are not included in the Ring Melt. If possible, please remove the stone prior to donating the ring. If that is not possible, we will have our local jeweler remove the stone. We will keep the stone to return to the donor or family and will return these stones either at the melt or following the melt.
- A Memorial Article is requested for each deceased ring donor. A Ring Melt Biography is requested from each living donor. Please complete these documents by **September 1, 2019**. We can send you example biographies to assist you. You can find more information on Memorial Articles here: <https://www.westpointaog.org/file/MemorialInventorySheet.pdf>. Our office can also assist you by connecting you to a POC from your loved one's class.
- **By providing your signature below, you acknowledge that you must submit a Memorial Article or biography by September 1<sup>st</sup>.**
  - Signature: \_\_\_\_\_
- Please let us know if you have any further questions, as we are here to assist you and thank you for your donation to the West Point Association of Graduates Class Ring Memorial Program.

Sincerely,

Class Services  
845-446-1614