

RECORDING AND PUBLISHING INSTRUCTIONS

Step 1: Fill in and Sign the Declaration of 1779, 2 Witness Testimonies, and Declaration of Political Status in [Blue ink](#);

Step 2: Get the documents notarized

Step 3: Scan and send your documents via email, in the proper format to newyork-coordinator@mail.americanstatenationals.us

Scan and label the documents separately according to their name,
Birth Record

Declaration of the Naturalization Act of 1779

Declaration of Political Status

Witness Testimony

Do not send anything other than the aforementioned documents.

Step 4: Create your profile on the LRO to make recording payment:

You will need your State Coordinator email and your Land Recorder's email address:

(newyorkcoordinator@mail.americanstatenationals.us) to create a profile, for NY this is the same person.

Go to the LRO Home Page at <https://members.americanstatenationals.us> and click "Create Your Own Member LRO Account" on the top of the page.

Fill-in ALL the mandatory fields, including a password. Be sure to remember your password by writing it down! When complete click 'sign up' and a confirmation email will be sent to you. An email will also be sent to your Land Recorder confirming your actions.

In the confirmation email, click on the secure LINK, which will allow you to add information. This is mandatory when completing your profile! Please fill-in ALL the mandatory fields, which includes 'selecting your State' from the drop-down list and typing in your County name.

You will also need to upload one photo of yourself (.jpg) for your 'Witness Testimony Affirmation' and one photo (.jpg) of your 'red thumbprint' seal, each a 2x2 Passport type photo. When complete, click the SAVE button at the bottom of the page.

Finish by clicking the LOGOUT Button.

Congratulations! You have successfully created your profile.

NOTE: You can update your record at a later date by going back to the same LRO home page and clicking the button "Member only Login to the LRO". You will be able to edit information and click SAVE. Click LOGOUT to exit.

Step 5: Pay Your Recording, and Publishing Fees:

On your profile page click on "Fees" (top right of your profile page) "Add Item" > "choose item" > "Recording Fee" (type in \$45) > "Publishing fee" (type in \$25)

Step 6: Once your documents are recorded and published by the New York Coordinator you will be able to order your credential cards.

This step is optional, login to your profile account, click 'payment' on the top of the page and then the 'fees' tab. Under 'fees for' click on 'credential card' and place your order (\$50). Your cards will be mailed to the address on your profile account