

Maryland Boys State

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CLAIM YOUR SPONSORSHIP

Sponsorship Claim Guide · 2027 Session

Thank you for sponsoring a delegate to **Maryland Boys State** or **Maryland Girls State**. This guide shows you how to record your sponsorship online. It takes a couple of minutes, and it is the step that formally links your Post or Unit to the student you are sending.

What you need before you start

Both items are printed on the **sponsor copy** the applicant gives you at the end of their application (Step 6):

- The **Reference Number** — for example **MDBS-2027-0001** or **MDGS-2027-0001**
- The applicant's **first name** and **last initial**

One reference number covers one student. The same form serves both programs — the reference number tells the system which.

The form also asks whether you have made personal contact with the student's family. Any answer is fine — choosing *Not yet, but we'd like to* lets the director know you'd like help getting in touch.

Three ways to claim

Listed fastest first. Most sponsors only ever need the first one.

1. Ask the site to email you a claim link — fastest

Go to the claim site and enter the **Reference Number**, the applicant's **first name** and **last initial** as printed on the sponsor copy, and **your own email address**.

sponsorastudent.mdlegion.org

The site **emails you a link** rather than opening the form, so watch your inbox and junk folder — then click that link to fill in your claim and finish.



Capitalisation, accents, hyphens and apostrophes do not matter. Nicknames do — enter the name as printed, not *Mike* for *Michael*.

2. Don't have the printout, or need the name confirmed?

Email your program's director (addresses below) and ask them to confirm the applicant's first name and last initial for the reference number you hold. Then complete step 1 yourself.

Staff can look this up directly — there is no special request form to fill in.

3. Prefer staff to send you a claim link instead?

Email your program's director and ask them to send you a claim link directly. That link opens the same form with the applicant already identified, so there is nothing for you to type in.

If the student already has a sponsor

If the reference number you enter has already been claimed, the form tells you so **before you finish** and names the organization on record — so you find out while you are still filling the form, not afterwards.

You can still continue if your Post or Unit intends to sponsor as well. Your claim will be recorded, and the program office will confirm which organization is the sponsor.

After you claim

Your claim is submitted the moment you press submit. It does not wait on payment, and nothing about the student's place is held up while payment is arranged. Paying is a separate step that follows.

What happens next

- **A receipt email arrives straight away**, confirming the reference number you claimed. To return to your claim later — to add a Square order number after paying, for example — use your **claim-link** email; that link stays valid.
- **Most claims are confirmed on the spot.** The screen and your receipt both say your claim is **recorded**, and that is the end of it. The family is told you are interested, so they may reply to you directly.
- **Occasionally a claim needs a brief review before it is finished.** If that happens, the screen and your receipt say your claim has been **received and is being reviewed** instead. Nothing further is needed from you, and we will follow up by email once it is settled.
- **Payment is tracked separately either way.** If you have not paid yet you still can, and a review does not hold that up.

Paying

The form asks how you are paying. **The options you see depend on which program you are sponsoring** — the reference number tells the form which one.

Maryland Boys State — card or check

- **Pay online by card (Square).** Pay on the Square page, then return to the form and enter the order number from your receipt. Your link stays valid, so you can come back to it.
<https://square.link/u/N52lxp6S>
- **Check mailed to HQ.** Choose this and add anything the director should know in the note box.
- **Other.** Tell us how you are paying in the note box and the director will follow up.

Maryland Girls State — check or other arrangement

For the 2027 session **Maryland Girls State is taking sponsorship payments by check or other arrangement, by choice** — card payment is not part of the Girls State process this season. The form simply does not offer a card option for a **MDGS** reference number.

- **Check mailed to HQ.** Choose this and add anything the director should know in the note box.
- **Other.** Tell us how you are paying in the note box and the director will follow up.

Sponsoring more than one student

Complete the form **once per student**, using that student's own reference number. If one payment covers several students, say so in the note box on **each** claim (for example: *one check covers 5 students, refs MDBS-2027-0007 through 0011*) — that note is what lets the director reconcile it.

Questions? Contact your program directly

Email is the fastest way to reach either program.

Program	Email
Maryland Boys State	boysstate@mdlegion.org
Maryland Girls State	alamdgs@gmail.com

Prefer to call? Department HQ can take your call if email is not convenient — **Maryland Boys State** (American Legion, Department of Maryland) **410-752-1405**; **Maryland Girls State** (American Legion Auxiliary, Department of Maryland) **410-242-9519**.