



Chapter Deadlines

June 1

___ New officers take office

June 30

___ Respond to request for financial information

___ Submit Chapter Information Form

___ Submit schedule of meeting dates with tentative speakers and topics

___ Submit Chapter Label Request Form

___ Submit Chapter Name Badge Form

___ Submit Chapter Promotional Items Form

January/February

___ Hold chapter officer elections

March 1

___ Submit the chapter officers form for the upcoming year

May 1

___ Submit the names of your chapter scholarship recipients to the Society

May 31

___ Give chapter toolkit to incoming president or mail it back to the Society