

The National Federation of the Grand Order of Pachyderm Clubs, INC.



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Charter Application Check List

The following actions need to be taken before a Charter can be granted.

- Hold organizational meetings and elect temporary officers.*
- File "Letter of Intent" with National Pachyderm Office.*
- Adopt the Standard Club Bylaws.*
- Set the amount for local dues including the \$ 20 National Dues and State Federation dues if applicable.*
- Establish a bank account for the organization.*
- Send the National dues (\$ 20 / member) to the National Office along with a listing of the members as you enroll them. The listing must include full mailing addresses for each member. **
- Enroll at least 15 members into your club.*
- Elect a board of directors and officers under the rules of the bylaws.*
- Furnish National with the names, addresses and phone numbers of all officers and directors.*
- Send the \$ 50 Chartering fee to the National Office.*
- Select a date for your official chartering and notify National so that the Charter can be produced.*

** Note The payment of dues following the filing of the letter of intent triggers the shipment of additional materials such as the Club Handbook.*

