



# NEW CHAPTER WORKSHEET

**New Chapters-** Refer to page D-1 in the Officer's Handbook for details regarding new Chapters. If the worksheet is complete upon receipt, processing time is approximately 1-3 weeks.

**Chapter Name:** \_\_\_\_\_

**Wing World Listing:** \_\_\_\_\_ **Zip/Postal Code (US/CDN):** \_\_\_\_\_  
*City where Chapter will meet* *For Find Your Nearest Chapter website*

**Date Chapter Chartered:** \_\_\_\_\_ **EIN#** \_\_\_\_\_  
*US Chapters*

**Chapter Director Appointed**

\_\_\_\_\_ Name/Member # \_\_\_\_\_

**Treasurer Appointed**

\_\_\_\_\_ Name/Member # \_\_\_\_\_

**Charter Fee Enclosed** (\$50 overseas Chapters or \$100 US/CDN Chapters)

*Refer to page D-2 in the Officer's Handbook for details. See Addendum.*

**List of Charter Member Attached**

*GWRRRA International Headquarters will supply the Chapter Director with Charter Member rockers for those Members who played a crucial role in the formation of the new Chapter.*

**Zip Codes associated with this Chapter.** All new members within these zip/postal codes will be assigned to the new Chapter. (Attach separate sheet if necessary)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The Chapter Charter will be mailed to the *District Director* to present to the *new Chapter Director* at the Chapter kick-off. Upon receipt of the white copy of the Charter at the Home Office, the new Chapter will be listed in Wing World magazine. Wing World production is approximately 2 issues ahead of the current date.

**Printed Name:** \_\_\_\_\_ **Contact Phone:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Home Office Use Only**

Worksheet Recv'd:

Mmax Code:

WW list:

Rockers Sent:

Charter Sent:

Copy Recv'd:

Rev. 10/19/16 ds