



AMERICAN INSTITUTE OF ARCHITECTURE STUDENTS

LEADERSHIP / SERVICE / EDUCATION

AIAS

2009-2010 CHAPTER AND MEMBER DUES REPORT

Please complete the entire form and print clearly. Additional membership forms can be downloaded by visiting www.aias.org/VWUdHYfSaLbUjYaYbh. If your chapter recently held elections, please [click here](#) to submit a chapter information form with your membership packet.

1. CONTACT

School Name: _____

Chapter President:

Name _____

Email Address _____

Phone _____

Chapter Vice President:

Name _____

Email Address _____

Phone _____

2. DUES

Annual Chapter Dues:

- \$275.00
- Dues previously paid

- New Chapter
(fee kUlj YX)
- School is a Collegiate Associate
(no fee required)

Member Dues:

_____ x \$47.00
(number of members)

_____ x \$45.00
(number of members)

\$ _____

Total Amount Enclosed:

(a single check, please)

\$ _____

3. MEMBERSHIP PACKET

Existing chapters must submit their first membership packet by the reporting due dates to be considered in "good standing" with the AIAS. A completed membership packet should include:

1. Dues Report form
2. Membership applications
3. A **single** check or money order for the total dues amount owed

Reporting Due Dates:

Semester System: Thursday, October 15*

Quarter System: Monday, November 2*

These dates should not be considered a deadline to [click here](#) recruitment. Additional membership packets can and [click here](#) submitted throughout the year.

* Extension requests must be made prior to your chapter's respective reporting date. Please email your formal requests to the AIAS Vice President, Brett Roeth at broeth@aias.org.

IMPORTANT: Please send an email to membership@aias.org to inform the office when you are mailing in the membership applications, so we can be expecting their arrival. Mail can be lost or delayed in the postal system, so it is important that your chapter scans or copies all membership forms to keep for your records.

Please make sure that your members fill out the membership forms completely. It is also important to make sure your members fill the "Year in School" field as the office will occasionally have career and membership resources tailored for members based on their year in school. In our effort to be more cost-effective and environmentally conscious, members will receive communications by email. Make sure that email addresses are filled out completely and legibly. Due to university spam filters, non ".edu" emails should be used whenever possible.

Send materials to: AIAS
Attn: Membership
1735 New York Avenue, NW
Washington, DC 20006-5292

Upon receipt of the dues payment and copies of the membership forms, membership confirmations will be emailed to each member. To best ensure that all forms are legible, please send the original membership forms and keep a copy for your chapter's records. Please send only one check for all members' dues; the chapter dues can be paid by separate check if necessary.

FOR OFFICE USE ONLY:

Date Received: _____

Check Number: _____

Amount Enclosed: \$ _____