



## Reoccurring Regional Deadlines

According to our Regional Policies, Section 7:

To be a Club or Riding Center in 'good standing' and remain in *active* status, the following requirements, in addition to others, must be met:

1. Submit all national dues and paperwork required by the USPC Stated deadlines, and
2. Submit all regional dues and paperwork required by Midsouth by the stated deadlines.

The following information is provided to facilitate this policy.

Deadline	Reason	Details
Any Time	Any Change of Club Officers	An updated List of Officers (commonly called LOO) must be submitted each time a changes in officers is made throughout the year. Form must be signed by the RS. See also DC Guide, pg 34.
15-Feb	Annual Financial Statement	Each Club's Annual Financial Statement (a.k.a. Club Summary of Cash Disbursements and Receipts) must be submitted to the National Office and RS.
Early October	National Youth Congress Applications	Must be completed and delivered to the RS one month before the November Regional Council Meeting.
31-Oct	Annual Club Sponsors Meeting	<b>Each club should have their Annual Meeting of Sponsors by October 31.</b> Notice of the Annual Meeting must be delivered to sponsors 30 days prior to the meeting.
15-Nov	Membership Renewal Packets	Must be postmarked on or before November 15, to be sent to the National Office. USPC assesses a late fee per renewing members after this deadline. Send copies of <b>entire</b> packet to the RS by the November 15 deadline. Front and back of the membership form must be signed.
30-Nov	Regional Reports and Corporate Memberships	Due to USPC by Nov. 30. Since the Regional Reports are completed by the RS, the RS requires Club Membership Packets on or before Nov. 15 to facilitate completing of these reports.
Any time Nov 15	Regional Dues	Regional dues are \$20 per member. For new members, dues are to be paid within 30 days of joining. If <b>renewing</b> member dues are paid AFTER Jan. 1 of following year, a \$5 late fee is to be added.