

YEARLY CHECK LIST OF WHAT DPCA MUST HAVE ON FILE  
FOR ALL CHAPTER CLUBS

- 2008-2009 list of Officers, Board Members, DPCA Delegate, sent to DPCA 2<sup>nd</sup> Vice President. Send within 10 days from Annual Chapter Club Meeting.
- Current Membership list must be sent along with the current elected Officers and Board.
- Schedule of held or planned educational programs for current year.
- Date of last WAE and date of next planned WAE
- Copy of Chapter Club latest Constitution/Bylaws if changed since last submission.
- Current year dues paid and Chapter Club Membership information filled out.