



## YEARLY CHECK LIST FOR CLUBS

- After Initiation:** Complete the [Chapter New Member Report](#) listing all of the new members to your club and submit it to the [National Secretary](#) with a check made out to the National Block and Bridle Club at \$10.00 per member for lifetime dues as soon as you induct them into the local club. A membership certificate will be returned for each new member.
- Mid or Late Fall Semester/Quarter (or when call for registration is made by host chapter):** Send in registration forms for the National Block & Bridle Convention. Remember: all attendees must be Block and Bridle members (see above).
- Spring Semester/Quarter (or as appropriate prior to convention):** Prepare and bring [chapter scrapbook](#) to the National Block and Bridle Convention to be judged.
- Spring Semester/Quarter:** Nominate 1 to 3 [Honorary Members](#) who have served your club well, or agriculture in general, in your state. Send in or call the [National Secretary](#) with your nominations. Provide the exact name of the honorary member, the date that the individual is to be inducted or granted honorary membership, and the chapter the individual is being inducted into.
- Spring Semester/Quarter:** Select an outstanding senior in your club. Send or call in the student's name and the date of the banquet or award ceremony to the [National Secretary](#). The student may or may not be the student you send for Outstanding competition.
- Spring Semester/Quarter:** Each chapter should e-mail a list of its new officers and advisors as soon as elected to the [National Editor](#).
- June 15:** Send three copies of nomination credentials for [Outstanding Senior Scholarship Award](#) to the [National President](#).
- June 15:** Send three copies of nomination credentials for [Outstanding Junior Scholarship Award](#) (4-year schools) or [Outstanding Sophomore Scholarship Award](#) (2-year schools) to the [National Vice President](#).
- June 15:** Send three copies of [Chapter Activities Report](#) to the [National Vice President](#) for judging.
- June 15:** Send three copies of the [Published Chapter Yearbook](#) to the [National Editor](#) for judging.
- June 15:** For the [Chapter Web Page Award](#) submit the chapter's web page address along with a statement signed by your advisor saying no one was hired to do the web pages to the [National Editor](#) for judging.
- June 15:** E-mail your [Chapter Abstract](#) of yearly club activities to the [National Editor](#).
- Summer:** Advisors should plan to attend the Summer Advisors' Meeting that is held at the [American Society of Animal Science](#) national meeting in July.

For more information on all of the above, read the directions found elsewhere on this web site. If you still have questions, please feel free to write or call a [National Officer](#) for assistance.