

ARTICLE (The article number will be assigned when the by-laws are fully updated)

FINANCE

Section 1. Subject to the provisions of the National Constitution and the rules, resolutions and procedures of the Corporation, each Chapter shall have the power to raise funds as are necessary for its operation in such manner as the Chapter deems appropriate pursuant to all Federal, State and Local Laws and within the limitations set forth in the Corporation's Constitution.

Section 2. Each Chapter and State Council shall conform to all applicable Federal, State and Local Laws, and with this Constitution, the rules and directives of the Corporation, as concerns the reporting of any financial activities of the Chapter or State Council. Each Chapter shall file an annual financial report with its State Council and with the Corporation in a format to be specified by the Corporation at the close of its fiscal year, no later than July 15th.

Section 3. The Corporation shall be empowered to examine the financial records of any Chapter or State Council, during normal business hours, at a time and place designated by the President or his or her authorized representative, which location shall be convenient to the principal Executive Officer of the Chapter or State Council.

Section 4. Copies of all bonds or other sureties, obtained as a result of the requirements of the National Constitution or otherwise, shall be filed, together with any renewal thereof, with the Corporation.

Section 5. Donation / Sponsorship Request Guide Lines to be followed when requesting funds from the Chapter.

- A. All Donation / Sponsorship requests can be made by any Chapter member in good standing.**
- B. All Donation / Sponsorship requests must be submitted using the DONATION / SPONSORSHIP REQUEST FORM. The form can be obtained from the Chapter Secretary or printed from the chapter web site.**
 - 1. Approved Donation / Sponsorship Requests are limited to once per fiscal year, (March 1st to the last day in February) for each military or non-military related organizations.**
 - 2. Donation / Sponsorship Requests for "Non-Military Groups" are not to exceed \$200.00 once per 12 month period.**
- C. All Donation / Sponsorship Request Forms will be presented before the Board of Directors for review. The Board will determine if it will Support / Non-Support the request.**
- D. If the Board Supports a request, then the request will be presented at the next general membership meeting for a vote to accept or reject the request by the membership.**
- E. If there is Non-Support by the Board and the request is returned for additional supporting information, the request will not be addressed at the next membership meeting.**
 - 1. The Board must provide to the requester an explanation of non-support either in person, if the requester is present, or in writing within ten (10) days.**
 - 2. The requester may resubmit his request if the Board requires more information such as, additional costs which may be incurred, organization not properly identified or any other item that needs further clarification.**

3. If the resubmission is correct, the request will be presented at the next general membership meeting for a vote to accept or reject the request by the membership.

F. Special requests that may need attention and can not be presented to the Board in a timely manner due to time constraints, can be presented at a general membership meeting only if the Donation / Sponsorship Request Form has been filled out and the requesting person and/or their representative must be present to answer questions.

1. A motion to suspend the rules must be made from the floor, after the Secretary has notified the membership that a request has been received that needs immediate attention.

2. If the motion to suspend the rules is accepted by 2/3 of the members present, the requesting person must read the request to the membership.

3. The floor will be opened up for five (5) minutes for questions to the requester.

4. The membership will then vote by show of hands to accept or reject the request.

