



Becky Demeter, President
Federation of Texas A&M University Mothers' Clubs
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Dear Club Presidents,

The forms in this packet are to be completed by you or the appropriate club officer. This year the forms are available online at www.aggie moms.org beginning January 11. You may print the form, fill it out, and mail it to the proper Federation officer. Please make special note of the date each form is due. As your Federation officers, we continue to try and streamline the process for you. Please be sure that you make a copy of each form you file before you mail them. A copy of this letter and a copy of each form should be filed in your President's files.

The forms are listed below by due date. If you have any questions, please contact the appropriate officer. Please note that these deadlines are crucial as the Federation officer you are sending them to also has deadlines.

Thanks for all your hard work on behalf of Aggie Moms.

Becky

Becky Demeter
TAMU Class of '75
Federation President 2009-2010

Date Due	Date Sent	Form
February 1, 2010 _____		Form B - Payment of Dues and Archives Fees You also need to mail a copy of this form to the Federation President-elect with Form T if you are under the group IRS exemption umbrella.
February 1, 2010 _____		Form T - IRS Group Exemption Please read forms carefully. All clubs do not fill out all Form T's. If your club is under the group umbrella, the information must be in by February 1, 2010 accompanied by a copy of Form B. If this is not received by the deadline your club could forfeit its tax exempt status.
February 15, 2010 _____		Form F - Reservation for Boutique Tables If your club wishes to sell items, have a raffle or a table to pass out goodie boxes it is necessary to make reservations.
March 1, 2010 _____		Form A - Nomination for Federation Officer 2010-2011 If your club chooses not to nominate someone you <i>do not</i> need to return Form A.
March 15, 2010 _____		Form D - Annual Report of Clubs
May 1, 2010 _____		Form C - Local Club Officers Elected for 2010-2011
June 1, 2010 _____		Form E - Donations to TAMU Organizations
June 1, 2010 _____		Form G - Scholarship Award Form