

**ABATE OF OHIO, INC.**  
**MEMBERSHIP REPORT AUTHORIZATION**

Region \_\_\_\_

Officer Name	Officer Title	County	Roster	Labels	Emails
	Region Director				

Electronic reports will be sent at the close of January, March, May, July, September and November.

Region Director Name \_\_\_\_\_

Region Director Signature \_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## ABATE OF OHIO, INC.

### MEMBERSHIP REPORT AUTHORIZATION

#### **Characteristics:**

1. Category: Member.
2. Established by: Bylaws Article V: Membership; Section 5: Membership Records.
3. Purpose: To authorize who will receive electronic copies of membership data and the format of the data.
4. Audience: Region Directors.
5. Required? Yes.

#### **Directions:**

1. Region – indicate region number.
2. Officer Name – name of officer being authorized to receive the data.
3. Officer Title – title of officer being authorized to receive the data.
4. County – first four letters of county name or “ALL” for each separate county or “REG” for the entire region listed together on one report.
5. Roster – check if membership roster is authorized.

6. Labels – check if mailing labels are authorized.
7. Emails – check if email list is authorized.
8. Region Director Name – of region director.
9. Region Director Signature – of region director.
10. Date – of signature in mm/dd/yy format.

#### **Special Cases:**

1. Any changes must be sent to the State Office in writing or from a recognized email address of the Region Director.
2. Data will not be sent until authorization is received.

#### **Handling:**

1. Send to: State Office.
2. Deadline: January BOD meeting.