

NATIONAL ASSOCIATION OF RESIDENTIAL

Chapter Compliance and Monitoring

2012 Compliance/2013 Planning

FORM MUST BE SUBMITTED ELECTRONICALLY

Chapter Name:

Region:

Compliance Received: (to be completed by national)

Incoming Officers: MUST BE NARPM MEMBERS and are for the following year

President

President-Elect

Vice President

Secretary

Treasurer

Past President

Incoming Committee Chairs: ONLY LIST THOSE THAT ARE NATIONAL MEMBERS - No local affiliates and are for the coming year

Education

Membership

Legislative

Communications

Web

Hospitality/Meetings

Affiliates

Corporation Status:

Bylaws on file? *Did you know that you need the approval of the national board to amend your bylaws? If you amended your bylaws this year, please submit an updated copy. National does not retain when approved by board*

Approval of amendment needed?

Corporate Annual Registration Report/Renewal for state Chapter is registered. **Send NARPM® an up to date copy of corporate annual registration report/renewal for your state (Must be submitted to reach chapter compliance)*

Tax return filed? **Attach Copy or if not needed so note*

If not, why not

NARPM Compliance Requirements:

President attended leadership training

Vice President/President-Elect attended leadership training

Number of RVP calls the chapter's president or their representative participated in: *Did you know your chapter president or their representative must attend three of these calls to reach chapter compliance*

Copy of budget submitted:

Did chapter sponsor/participate in promoting educational programs for NARPM® members affiliated with the chapter during certification year? *This can be designation classes or local classes that have special speakers. For state/regional chapters, education can be part of their state/regional convention. Make sure to send a sample flier*

Did the chapter file the 99-N e-Postcard? *Small tax-exempt organizations that previously were not required to file returns risk losing their tax-exempt status if they do not file an annual electronic notice (e-Postcard) form 99-N. (more information can be found at www.irs.gov/charities). If you are not filing this form the chapter is not a 501 c-6. Check status with the IRS*

Chapter Operational Practices

Frequency of membership meetings

Number of membership meetings: *Did you know there is a minimum requirement of 4 meeting to meet chapter compliance?*

Meeting Days

Meeting Times

Number of board meetings: *Did you know there is a minimum requirement of 4 Board of Directors meetings to reach chapter compliance? *attach copies of minutes*

Board Meeting Days

Board Meeting Times

Chapter Dues *Does your chapter charge dues to members?*

Meal included in dues?

Does chapter have a web site?

Upcoming Year Chapter Plan:

Please list meeting topics:

January

February

March

April

May

June

July

August

September

October

November

December

How many newsletters or broadcast emails does Chapter send? (max 12)

On a scale of 1-10, how well do you think your chapter is doing?

Name of person completing this report:

Date completed:

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Congratulations! It looks like you have some g

. PROPERTY MANAGERS
Monitoring
Planning
ALLY TO NARPM
San Diego Chapter
Pacific
Following year
Tammy Bryant
Tammy Bryant
n/a
Lisa Fore
Bob Davie
Tammy Bryant
Jennifer Newton
Robert Bixel
Robert Bixel, Cheryl Berkson
n/a
Christian Amaker
Becky Granger
Dathan Kern
no
yes
yes
yes
4
yes
no

No
Monthly
11
Wednesday
11:30-1:00
6
Before meetings
11:00
Yes
Yes
Yes
Risk Management
Legal Update
Small Claims Preparation
Speaker to be determined
Round Table
Marketing
DARK
Speaker to be determined
Speaker to be determined
Round Table
Board Elections/Affiliate Appreciation
Holiday Celebration
12
8
Tammy Bryant
11/15/2012
ALLY TO NARPM
Good things going! KEEP UP