

# Application for Chapter Charter



Complete and email to [aitp\\_hq@aitp.org](mailto:aitp_hq@aitp.org) all items listed below to complete your application for an AITP Chapter Charter:

Chapter Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ ST: \_\_\_\_\_ Zip: \_\_\_\_\_

Providence/Country: \_\_\_\_\_

We, the undersigned, have been authorized by the governing body of the above chapter to submit an application for membership in AITP, The Association of Information Technology Professionals. The Bylaws and Standing Rules of this Chapter will not be in conflict with those of the National Association and will contain an article accepting the Association Bylaws and Standing Rules. As part of this application we are enclosing the following:

Chapter Bylaws and Standing Rules

\* Internal Revenue Form SS-4 (Submit to IRS to get EIN #)

Chapter Officers (including Committee Chairs) list

Membership list, minimum 10 members (name, mailing address, e-mail address, and telephone number)

Chapter Dues Information Form

\* Applies only to chapters chartering in the United States

Chapter President: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ ST: \_\_\_\_\_ Zip: \_\_\_\_\_

Providence/Country: \_\_\_\_\_

Chapter Secretary: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ ST: \_\_\_\_\_ Zip: \_\_\_\_\_

Providence/Country: \_\_\_\_\_

Region Completes this section:

First Endorsement

Date: \_\_\_\_\_

This is to certify that this application appears to be in order; all required enclosures have been completed and are attached; and the enclosed Chapter Bylaws and Standing Rules are in order and do not conflict with the Bylaws and Standing Rules of AITP, The Association of Information Technology Professionals.

This application for charter is hereby approved.

\_\_\_\_\_  
Region President

Second Endorsement

Date: \_\_\_\_\_

All records have been received and recorded. Chapter will be recorded as chartered as of \_\_\_\_\_

\_\_\_\_\_  
Membership Director