

2024 FCE DUES & CONTRIBUTION INSTRUCTIONS **INSTRUCTIONS FOR FCE UNIT TREASURERS/INDEPENDENT MEMBERS**

➤ **ALL MEMBERS:** shall

- Complete 2024 Membership Form in all sections, include a **signature**. If a member doesn't have email, request assistance from a relative, friend or unit member/officer.
- Provide payment. (Senior membership fee applies to anyone that will be eighty (80) by 12/31/2023. The birth date **must** be included on the membership form.)

➤ **FCE UNIT Treasurer**

- From each unit member, collect payment for Dues (National, State, County Council and Club/Unit) and Contributions/Donations.
- Check each membership form for accuracy, (including the "Please Indicate" section), legibility, and signature.
- For Unit's records, retain a copy of each 2024 Membership Form and FCE Dues & Contribution Form.
- Submit one check payment, all original signed Membership Forms, and the FCE Dues and Contribution Form to the **County Treasurer by October 1, 2023**.
- A late fee of \$1.50 per member will be assessed if postmarked after November 15.
- **NOTE:** If there is only ONE FCE Unit in the county, Unit Treasurer will follow County Treasurer's Instructions, and collect forms from Independent Members.

➤ **Independent Member:**

- Complete Membership Dues form and FCE Dues and Contribution Form.
- Provide total payment of dues (National, State, and County Council) and donations/contributions. For your own records, retain a copy of both the 2024 Membership Form and FCE Dues and Contribution Form.
- Submit money, original signed Membership Form, the FCE Dues and Contribution Form to the **County Treasurer by October 1, 2023**.
- **NOTE:** If there is only ONE FCE Unit in the county, Independent Member will submit to the Unit Treasurer by October 1 2023.
- **NOTE:** If there are no FCE Units or County Councils in the county, Independent Member will submit to KAFCE State Treasurer by November 1, 2023 or deliver at the 2023 State Conference in Hays, KS. A late fee of \$1.50 per member will be assessed if postmarked after November 15.

✂-✂- (Top half for FCE Unit Treasurer/Independent Members) --✂- ✂ (Bottom half for County FCE Council Treasurer)-✂---✂

INSTRUCTIONS FOR COUNTY FCE COUNCIL TREASURER

- Distribute to each FCE Unit and Independent Member the following:
 - Instructions for Unit Treasurers and Independent Member.
 - 2024 Membership Form (one for each unit member and/or Independent Member).
 - FCE Dues and Contribution Report Form (one for each unit and one for each Independent Member).
- Ask the FCE treasurers to check 2024 Membership Form for accuracy, (including the "Please Indicate" section and emails), legibility, and signature.
- Receive money, 2024 Membership Forms, and the FCE Dues and Contribution Report Form from each FCE Unit Treasurer and Independent Member by **October 1, 2023**. Please check membership forms against the list of members to make sure you have a membership form for each person listed.
- Complete the FCE DUES AND CONTRIBUTION REPORT FORM *for the county* and retain a copy of for own records.
- Send the County FCE Dues and Contribution Report Form, all original signed 2024 Membership Forms and one check made payable to KAFCE for the total amount of **Dues and Contributions** to the KAFCE State Treasurer by **November 1, 2023** or deliver at the 2023 State Conference in Hays, KS.
- **A late fee of \$1.50 per member will be assessed if postmarked after November 15.**

DeLores Walden
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2024 FCE DUES AND CONTRIBUTION REPORT FORM
FCE UNIT / INDEPENDENT MEMBER / COUNTY FCE COUNCIL Circle One
New member dues and contributions received during the year are due upon receiving them (with no late fee)
PLEASE PRINT ALL INFORMATION LEGIBLY IN BLACK INK

Date _____ Area _____ County _____ FCE Name _____
 Number FCE Units _____ Number Unit Members _____ Number Independent Members _____
 Name Treasurer/Independent Member _____
 Complete Mailing Address _____

 Phone # (____) _____ - _____ email _____

<u>DUES</u>	<u># of Members:</u>	
\$ _____ County Dues	x # _____ =	\$ _____
\$45.00 KS & National individual members	x # _____ =	\$ _____
\$41.50 Senior members (80 yrs. by 12/31/23)	x # _____ =	\$ _____
\$65.00 KS & National Family memberships	x # _____ =	\$ _____
\$ 5.00 Youth membership (18 yrs. & under)	x # _____ =	\$ _____
\$ 1.50 Late Fee (per member) after November 15	x # _____ =	\$ _____
TOTAL FCE DUES		\$ _____

CONTRIBUTIONS

KAFCE

KAFCE Scholarship Fund \$ _____
 Joann Newby Adult Education Grant \$ _____
 Clovia 4-H House, KSU \$ _____
 Smurthwaite House, KSU \$ _____

NAFCE

Dimes for National \$ _____
 Dollars for Leadership (Leadership Training) \$ _____
 Honor Fund \$ _____
 International Peace Garden \$ _____
 Legacy Fund \$ _____

AFFILIATE ORGANIZATIONS

Rural Women in Action Funds, (ACWW Programs, Pennies for Friendship) \$ _____

Total Contributions \$ _____

Total Amount Enclosed of Dues *Plus* Contributions (one check) \$ _____

Due By: (A late fee of \$1.50 per member will be assessed if postmarked after November 15.)
Oct. 1, 2023 – FCE Unit & Independent Members *with* County Council –Send to County Council Treasurer.
Nov. 1, 2023 – County FCE Council Treasurer send to State Treasurer-
Nov. 1, 2023 – FCE Unit & Independent Members *without* County Council, Send to State Treasurer-
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2024 Membership Form

TYPE OR PRINT CLEARLY IN BLACK INK

Do Not Abbreviate Street Names, City, County, or State

Date _____ Current Member ID# _____

First Name _____ M.I. _____ Last Name _____

Mailing Address _____

City _____ State _____ **Zip Code +4** _____

Email _____ Phone/Cell NO. _____

Club/Unit Name _____ **Club/Unit County** _____

Family Membership: (Please list) Spouse Name _____

Dependent Child (ren) _____

Dues	Individual Member	Family Membership	Senior Member (80+ years)	Youth Member (Under 18)	<u>Kansas Information</u> Area (Circle One):
National	\$35.00	\$45.00	\$31.50	\$5.00	NE NW SC SE SW
State	\$10.00	\$20.00	\$10.00	0	Birth Date (MM/DD/YYYY)
Council/County	\$ 2.00				Date joined
Club/Unit					Date dropped
Donation to KAFCE *					Date re-joined
Donation to NAFCE *					Years of Membership in 2024
Donation to ACWW *					
Total Amount Enclosed					

*Refer to the Dues and Contribution Report Form list of choices that you may choose to support Sign and send with total membership dues to Club/Unit Treasurer by _____

Member Signature _____
Must be an original signature, copies will not be accepted

PLEASE INDICATE: (Check all that Apply)

- _____ **Independent Member** (Does not belong to a FCE Unit) County of Residence _____
- _____ New Member (Never belonged to FCE before)
- _____ Re-joined Member (Have not belonged for a time)
- _____ Change of address, etc.
- _____ Club President - 2024
- _____ County Council President - 2024

Mission...To strengthen individuals, families, and communities through continuing education, developing leadership, and community action.