

NATIONAL ASSOCIATION OF BLACK JOURNALISTS

**Affiliate Chapter Requirements Verification Form
To be completed by all chapters**

I, _____, representing the _____

_____ Affiliate chapter of the National Association of Black

Journalists certify on this date of _____, 2003, our Chapter (check all that apply):

Is an incorporated entity

Has obtained 501(c)3 status
(please send a **copy** of the letter)

Files appropriate tax returns

Participates in the Bonding
Program (**please send a copy of your
bonding certificate if your insurance is
with an independent company**).

Has developed adequate Bylaws/Constitution
and elected board of directors. Please send a copy
of Bylaws/Constitution with Audit)

Two-thirds of the membership are
eligible for membership in NABJ as full,
student or associate with NABJ.

Holds regular meetings

Maintains regular communications with
members (i.e. newsletters, flyers, e-mail
Please include at least two samples of each.

The Chapter President and Vice
Presidents are full NABJ
Members.

Completed and adopted Fiscal Budget for
FY2004

List of appointed finance
committee members (NABJ
Constitution Chapter 7 Section 4)

Current financial report for FY2003

Signatures:

Chapter President

Date

NABJ Chapter Manager

Date

NABJ Council of President, Chair

Date