

Attached are two important forms.

Delegates to the Department Convention will be elected soon. Bylaws require that it is done not less than thirty (30) calendar days prior to the Department Convention. Delegate fees are \$4.50 for each person entitled to a vote. Attached is the form to report delegates and submit payment. Both will go to the Department Treasurer no later than May 31st. If you have any questions contact Cindy at 509-327-1802.

Cindy Burkey  
P.O. Box 13193  
Spokane, WA 99213

The Second form is your warrant and authorization to install officers and to report their names.

The incoming President shall select the installing officer who meets the requirements set forth in the bylaws. Use this form to fill in the installing officer's name, the installation date and all other information requested. Send the form to the Department Secretary by mail or email. It is due within 10 days of your installation. If you have any questions contact Virginia at [v\\_carman@msn.com](mailto:v_carman@msn.com)

Thank you for all you do.

Virginia Carman  
Department of Washington Secretary