

Important Dates to Remember

Includes pertinent information provided to Section Chairmen each month relating to Section activities (highlighted in green).
Section Officers are encouraged to share this information.

General	<ul style="list-style-type: none"> * 20th of each month: deadline for submitting Section news/photos for publication * March 1: deadline for submitting District Scholarship applications * April/May: Section Officer elections * June 1: deadline for submitting Student Chapter Annual Reports * July 1: deadline for submitting section Annual Reports Part I and Part II * November 12-14, 2012 FABTECH Show Las Vegas, Nevada * November 14, 2012 Section Appreciation Luncheon, Las Vegas, Nevada
August	<ul style="list-style-type: none"> * new year letter and information * Cash rebate for signing-up a new Sustaining Company Member * AWS Manual of Operations for Sections, Divisions and International Sections * Past issues of the Welding Journal available for Section use * How to Welcome New Members and sample letter/phone text * Section Tool Kit information * Items available from National * Important dates to remember (includes monthly Section Chairman's information) * Publications available for your Section library * AWS Foundation newsletter * information on Welcoming New Members sent to Membership Committee Chair * information on not-for-profit and tax free status sent to Section's Treasurer
September	<ul style="list-style-type: none"> * Annual Rebate check mailed to Section Treasurers * Annual Anniversary payment mailed to Student Chapter Advisors * FABTECH Show information related to Section participation * Publishing Section news and photos in the Welding Journal * Online Section Officers Directory * hosting a CWI seminar/exam * awarding PDHs at Section meetings * Annual SkillsUSA report * AWS Foundation newsletter
October	<ul style="list-style-type: none"> * Reminder: RSVP to National if attending the Appreciation Luncheon (to be held during the FABTECH AWS Welding Show) for Section Officers, Student Chapter Advisors and Leadership Symposium Alumni * Reminder: Fax complimentary professional program registration form to National for your Section-sponsored representative to the Show * Planning an AWS Student Night * Suggestions for Establishing a Section Scholarship Committee and Program * Student Chapter information * Information on ordering AWS publications using the Section 40% discount * Section resale policy * AWS Foundation newsletter
November	<ul style="list-style-type: none"> * November 12-14, 2012: FABTECH in Chicago, IL * November 14, 2012: Appreciation Luncheon for Section Officers, Student Chapter Advisors and Leadership Symposium alumni * Advertise Section meetings and events locally * Personalize your Section's website * Encourage participation of Retired members * Holiday gift ideas * AWS Foundation newsletter

December	<ul style="list-style-type: none"> * what to expect to receive in the coming months * AWS Foundation newsletter
January	<ul style="list-style-type: none"> * Section liability insurance information * Image of Welding Awards information * tba * AWS Foundation newsletter
February	<ul style="list-style-type: none"> * Reminder: deadline for submitting District Scholarship applications is March 1 * Begin planning for your District Conference <ul style="list-style-type: none"> * Who will attend * Discuss nominations for awards, scholarships, Leadership Symposium, and Instructors Institute * AWS Foundation newsletter * tba
March	<ul style="list-style-type: none"> * March 1: Deadline for submission of District Scholarship applications * Section Chairman Appreciation certificates are mailed, free of charge, to Secretaries for presentation to out-going Chairmen * Library publications available for your Section library * AWS Foundation newsletter * tba
April	<ul style="list-style-type: none"> * Section Annual Report Part I, the operations report, is provided via mail and electronically to Section Secretaries for completion and submission by July 1 * Student Chapter Annual Report is provided via mail and electronically to Student Chapter Advisors for completion and submission by June 1. * Appreciation certificates mailed to Student Chapter Advisors * Reminder: Prepare award nominations for submission and discussion at upcoming District Conference * AWS Foundation newsletter * tba
May	<ul style="list-style-type: none"> * Section Annual Report Part II, the financial report, is provided via mail and electronically to Section Treasurers for completion and submission by July 1 * AWS Foundation newsletter * tba
June	<ul style="list-style-type: none"> * June 1: Student Chapter Annual Reports are due. * AWS Foundation newsletter * tba
July	<ul style="list-style-type: none"> * July 1: Section Annual reports are due. * July 29 – August 1, 2012: AWS Leadership Symposium, Miami, Florida * July 15 – 21, 2012: AWS Instructors Institute, Miami, Florida * AWS Foundation newsletter * tba

For future access, this information is located online in the Section Tool Kit