

Instructions for Dues & Membership Report

TAFCE Membership

- PLEASE NOTE THAT TAFCE DUES HAVE INCREASED TO \$3 PER MEMBER STARTING 2023; WESTERN REGION DUES REMAIN AT \$2.

-Member forms are to be filled out and kept in county for reference for the current year.

-From these forms, a county membership list should be made for the entire county, in alphabetical order by last name, in landscape orientation (like this page), using the following order & example:

NAME	ADDRESS	PRIMARY PHONE	EMAIL	NAFCE #
Shupe, Emma	100 Greystone Lane, Waverly 37185	931-209-0256	esshupe@yahoo.com	TN-0509-I

-Send only one membership list per county, with all members listed in alphabetical order by last name (not by club).

-Send the list, along with one county membership dues check, to the current region treasurer.

NAFCE Membership

-All new and renewing members MUST fill out a new NAFCE Form for the year of membership. If the membership is for 2023, the form must be the 2023 NAFCE form.

-Sign the NAFCE Form in **BLUE INK** so the treasurer knows it is an original form. NAFCE requires the original signed copy.

-Renewing members should list the NAFCE membership number on the form. This number will be TN-####-I for Individual, -S for Senior (age 80 or above), or -F for Family.

-These forms with original signatures can be copied for county/club records, but the original copy signed in **BLUE INK** should be sent to the region treasurer with the county membership list and appropriate membership dues. They should NOT be sent directly to NAFCE.

-Check the current NAFCE membership rate for the year of membership, and include this amount in the membership check sent with the membership list to the region treasurer. **Rates for 2023 for NAFCE membership are: Regular member \$35; Family \$45; Senior (80+ years) \$31.50; Youth \$5. These amounts for NAFCE membership are in addition to the \$5 per member for region and state dues.**

New Members through the year

-Send member info and dues to the region treasurer whenever a new member joins during the year.

This info is per request of the current Western Region Treasurer, Emma Shupe, & is subject to change with the next treasurer. Please contact Emma, info listed in the example above, with any questions.

Emma S. Shupe, TAFCE-WR Treasurer