



Important Due Dates

Item	Due Date
Incoming/New Officers Form	As soon as the new officers are elected, but no later than September 30 . Enter into MemberHub
Audit	No later than September 15 . Mark completed in MemberHub and submitted into MemberHub
990	Due to the IRS by November 15 . Mark completed in MemberHub and either an electronic acceptance or a copy of the complete form submitted into MemberHub no later than November 15 .
Dues Remittance Forms	Monthly , along with member roster uploaded and paid in MemberHub. Early Bird membership award deadline is October 1. Final deadline for membership awards is March 1 each year.