



Suffolk-Nansemond Chapter  
Izaak Walton League of America

## MEMBERSHIP PARTICIPATION POLICY

As a condition of membership, each member shall be required to fulfill a minimum of eight (8) hours of direct service to the Suffolk Nansemond Chapter, Izaak Walton League of America (IWLA), per year while he/she is a member. Family members are only required to fulfill one eight (8) hour service requirement. The service requirement shall only be fulfilled by participating in chapter sponsored activities and events. Failure to meet the service hour requirement will result in an additional \$50.00 membership renewal fee.

All new members joining the Suffolk-Nansemond Chapter IWLA between January 1<sup>st</sup> and September 30<sup>th</sup> shall be responsible for fulfilling the service requirement as defined above. New members joining between October 1<sup>st</sup> and December 31<sup>st</sup> are exempt from this requirement for that year but must complete the eight (8) hours of service the following year.

All service hours will be documented on a Participation Form. The Participation Form will document the date, the activity and the number of service hours. Each entry will be verified by the signature of the event chairperson or a member of the board of directors present at the event. Service hours may only be acquired by participating in authorized activities. Participation Forms should be submitted as soon as the service requirement is met. All completed participation forms are required to be submitted to the Membership Committee by December 1<sup>st</sup> to be credited for the required service hours.

Members who for medical health reasons feel they cannot meet this requirement may apply for a permanent waiver from this requirement. This application must be in writing and must be addressed to the Membership Committee. Members granted a permanent waiver will not be assessed the additional annual fee and do not need to apply annually for this waiver. Members who are in a situation (temporary medical condition, caring for elderly parents, working multiple jobs, etc.) that prevents them from meeting this requirement may apply for a temporary exemption. Requests for temporary exemptions must be made in writing on an annual basis and must be addressed to the Membership Committee. Membership Committee decisions for permanent and temporary waivers may be appealed to the Board of Directors. The Board of Directors may select alternative options for fulfilling the service hour requirement.

Members who are not exempt and do not complete the required eight (8) hours of service and do not have the Participation Form submitted by December 1<sup>st</sup> must pay an additional \$50.00 to maintain their chapter membership. This fee will be added to the membership dues renewal notice and will become applicable for the following membership year. Members who do not complete their required service hours or do not pay the additional fee will be dropped from the Chapter membership rolls.