



Establishing an ALTA Chapter

Application Form

Date: _____

Chapter Contact Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Email address: _____

Home phone# _____ Cell: _____ Work: _____

Refer to the ALTA Policies and Procedures for requirements to establish an ALTA Chapter.

Please check off requirements as completed and place this form as a cover page to send with the required documentation.

Contact ALTA Chapters Chair with questions.

Jean Colner ALTA Chapters Chair

ALTAChapters@altaread.org

7. Following items are to be provided to ALTA president as requested

- a. _____ Minutes form Chapter meetings
- b. _____ Roster of current officers
- c. _____ Roster of current chapter members
- d. _____ Schedule of meetings or special events
- e. _____ Marketing materials used by Chapter (print and electronic) including letterhead, newsletters, and mailings to their members
- f. _____ Newsletter articles for the ALTA newsletter if requested

8. _____ ALTA Chapter follows the guidelines regarding website and print marketing materials as directed by ALTA

9. _____ ALTA Chapter supports the mission, bylaws, Code of Ethics and initiatives of ALTA and represents the organization by building collegial relationships in their respective areas.

Signature of applicant (ALTA Chapter President):

Date: _____