

Chapter Financial Calendar

September

Check will include:

- Membership dues **returned** to chapter
 - Renewing members from March 1 – August 31
 - Newly inducted members from March 1 – August 31
 - Any ceremony and/or guest fees collected from new members from March 1 – August 31*
- Chapter Services Fee is **deducted** from check
 - *Each chapter of The Honor Society Nursing, Sigma Theta Tau International, is assessed an annual fee that helps to ensure the consistent availability of high-quality products and chapter services. The chapter services fee is automatically deducted from a regularly scheduled chapter check issued to each chapter by the honor society. For more information see the [basic services](#) page.*
- Chapter Liability Insurance Fee is **deducted** from check
 - *This policy provides payment in the event of a “liability” loss that caused injury or property damage. It protects the chapter against liabilities that arise from their daily operations, meetings and other officially sanctioned chapter events.*
 - *The cost to your chapter for this insurance is based on the number of active members in your chapter as of July 1. [Read more](#)*

November

Check will include:

- Membership dues **returned** to chapter
 - Renewing members from September 1 – October 31
 - Newly inducted members from September 1 – October 31
 - Any ceremony and/or guest fees collected from new members from September 1 – October 31*

March

Check will include:

- Membership dues **returned** to chapter
 - From renewing members from November 1 – February 28
 - From newly inducted members from November 1 – February 28
 - Any ceremony and/or guest fees collected from new members from November 1 – February 28*

Additional Checks to Chapters

Any chapter charging a ceremony fee (to cover dinners or special events) for their induction, will receive an additional check of ceremony fees by the end of the month immediately following their induction*. For example, a chapter holding an induction on December 10 will receive their ceremony money no later than the end of January. New member chapter dues money will be returned to chapters in regularly scheduled chapter checks.

* There will be some instances when ceremony and/or guest fees collected well in advance of inductions will be returned to chapters in their regular chapter checks. For example, if a chapter holds an induction in September, but a portion of their members pay in August, and a portion pay in September, the August payments will be returned in the regularly scheduled September chapter check, and the September payments will be returned in the additional October check.



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