

TEHA 2012 Deadlines

Report from Chapter Treasurers (Tax Purposes)	January 15, 2012
Get with Treasurer-No late reports	
W-9, 990 Information	
Bank Statements with detail report including receipts	
2012 Educational Conference	
Preliminary Announcement	June 1, 2012
CE Applications	June 1, 2012
Mail Outs	August 1, 2012
NEHA Awards	
Sabbatical	March 1, 2012
Snyder Award	July 15, 2012
Certificate of Merit	May 18, 2012
TEHA Awards	July 15, 2012
Burl Cockrell Scholarship	
I.E. Scott Award	
Thomas E. Edmonson Meritorious Award	
Chapter Meritorious Service Awards	
Industry Meritorious Awards	
Honorary Life Membership Award	
Nomination Committee-Officers & Governing Council	July 15, 2012
Present to GC at August meeting	
Minimum 2 candidates for 2 nd VP	
At least 4, no more than 6 GC candidates	
Deadline for mailing ballots back to TEHA office	October 1, 2012
Beacon Chapter Reports-email to Steve B. by meeting dates	
Winter 2012 edition	January 6, 2012
Spring 2012 edition	April 13, 2012
Summer 2012 edition-also preliminary AEC mailer	July 20, 2012
Meeting mail Outs and Preliminary mail outs	
Preliminary mailers for bulk mail	6 weeks before meeting
Code Enforcement CE Approval	6 weeks before meeting
OSSF CE Approval	45 days before meeting
Animal Control CE Approval	8 weeks before meeting
Printing CE Forms	4 weeks before meeting
	<u>Meeting Dates</u>
2012 Governing Council Meetings	8:30 am on January 13th, April 13th and July 20th, 2012
	12:30 pm on October 12th, (After the AEC)
Hotel Reservation Cut-Off	December 20, March 28, July 18
2012 Annual Educational Conference	DoubleTree Hotel—October 9th – 12th, 2012
Hotel Reservation Cut-Off	September 27th, 2012