

INSTRUCTIONS FOR CLUB TREASURER

1. Gyro International invoices clubs for Per Capita Fees once a year on May 1. The amount is \$60.00 per member annually. The Gyro International fiscal year is from May 1 to April 30 inclusive.

For 50-year members and Prepaid Lifetime Members, Headquarters does not bill the clubs.

2. We charge a \$25.00 initiation fee for every new member (defined as one who is joining Gyro for the very first time in any club). Gyros being reinstated into your club and those transferred into your club from another Gyro club do not pay this fee. It is a one-time charge.
3. The Per Capita fees for new members will be billed on a pro-rata basis along with the initiation fee. There is a grace period for the month of the member's installation. The \$5.00 pro-rated Per Capita fees will start the following month.
4. In February of each year, we will send you an Executive Bulletin, "SUBJECT: CLUB MEMBERSHIP REPORTS" with a form at the bottom which is to be completed and returned to Headquarters by March 20.
5. The initiate's lapel pin is purchased from Headquarters for \$38.00. When your Secretary lets us know that you now have or will soon induct a brand new member, the pin is sent with the New Member Kit and the invoice is sent to the Club Treasurer. Gyro International furnishes Membership Kits and New Member Certificates at no charge to the club.
6. Dues for District will be billed to you by your District Secretary-Treasurer. Please contact your District Secretary-Treasurer or District Governor for billing dates and amount of dues.

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