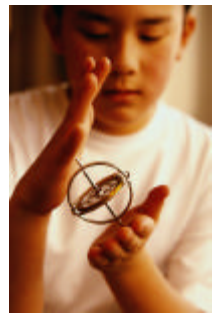


K I W A N I S I N T E R N A T I O N A L

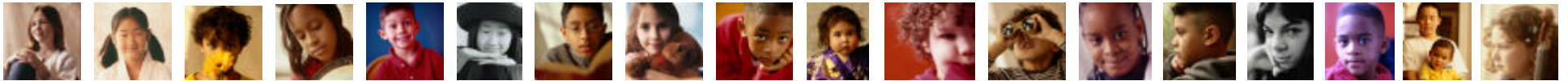
Kiwanis International

Dues Billing

Process



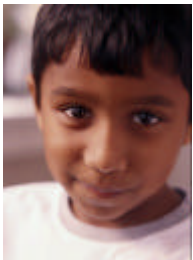
New Forms



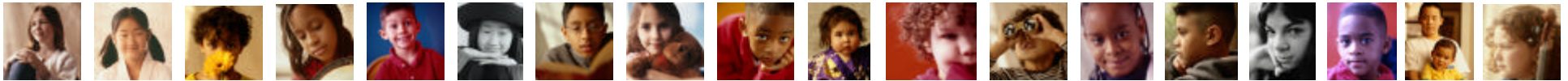
- Informational letter sent to club secretaries
- Kiwanis International Membership Roster and instruction sheet
- Kiwanis International Dues Invoice

Membership Roster and Instruction Sheet

- New two-part process.
- Each club receives a roster of club members and instruction sheet.
- Secretaries update roster and return to KI. No payment at that time.



Kiwanis International Dues Invoice



- Clubs have 30 days to return invoice and payment.
 - If Club did not correct roster, they will be responsible for all members listed in the database. No exceptions.
- Canadian clubs will continue to pay in CAN\$.
 - The Rate of Exchange will be determined at the close of business on September 30 each year. The rate will be verified by a local bank and the internet and will stay in effect for the entire year.