

RIDER CHAPTERS AND RIDER DEPARTMENT CLOSURE PROCEDURE

- 1.) The closing Chapter must notify the Department of Florida and all members of record in writing 30 days prior to a closure vote, of the time and place of any closure vote.

- 2.) Current Officers are responsible to insure all expenditures of funds for current outstanding bills only all expenditure billings are subject to inspection. (All funds will be frozen from date of post mark posting the closure vote notice)

- 3.) If after the meeting the membership voted to close the Chapter, the officers are responsible to do the following:
 - 1.) Close all bank accounts and deliver to the Department of Florida a Cashier's Check for the Balance of all accounts made out to the AMVETS Riders National Headquarters.
 - 2.) All funds from the Chapter will be set aside by the National AMVETS Riders for one year.
 - 3.) If the Chapter Charter is reissued within the year all funds will be returned the Chapter. If the Chapter is not Re-Chartered after one year all funds will be returned to the Parent Organization of Record.
 - 4.) Assemble all records, minutes, property, including Charter Certificate and any other assets and send them to the Department of Florida to be reviewed and sent to the National AMVETS Riders Headquarters. Records must be mailed to the following address:

AMVETS RIDERS DEPARTMENT OF FLORIDA
PO BOX 744
NOCATEE FLORIDA 34268