

CPO Band Membership Dues and Donations Guidelines

CPO Band Membership Dues:

- Dues for returning members are requested to be paid by the designated registration time, as set out by the executive each year at the AGM, but not later than four (4) weeks from the start of the rehearsal season (bylaws section 2.6 & 2.16). Typically the rehearsal season begins the end of August, or the beginning of September of each year.
- As per the bylaws and constitution (bylaws section 2.17), there is a provision for the delay or waiving of membership dues, explicitly and solely for situations of financial hardship. Those requesting delayed or waived fees must do so in writing submitted to the executive via either paper hard copy, or email to the official band email address (cpoband@gmail.com). All requests for waivers must go through official channels. Financial hardship is the only situation in which dues are authorized to be delayed or waived.
- Should an organization or business wish to sponsor an individual's or multiple individuals' dues, that organization or business must submit that intent in writing including the proposed member name(s), the sponsorship amount and the season year the sponsorship is valid for. Membership sponsorship(s) are to be "free will charitable acts" and do not provide the sponsor with additional benefits. The CPO Band is also unable to provide tax deductible receipts of any donations. Note: sponsored members must still complete their own membership form and are obligated to follow all membership rules as outlined in the bylaws and constitution.

CPO Band Donation Guidelines:

- Unless specified in writing at the time of donation, all funds/items donated to the band become the permanent property of the band, and will be utilized as determined appropriate by the CPO Band executive.
- General "directed donations" (earmarked for uniforms, folders, music, social media expenses, concerts etc.) will be used for the directed purpose, at the discretion of the CPO Band executive. As per the bylaws and constitution, musical repertoire selection is at the discretion of the Musical Director / Conductor.
- All "conditional donations" require a written contract agreed to by all parties citing the responsibilities of both the donor(s) and the CPO Band. This contract must be signed by the donor(s) and executive prior to the CPO Band accepting the "conditional donation(s)".
- Under no condition may donations to the CPO Band grant the donor implicit or explicit privileges within the band - including but not limited to: a position on the board, a specific chair within a section, promotional rights*, or the waiving of membership dues.

** Music donated to the band may be stamped by the band with an approved stamp. Stamps must be informational, but not promotional/social/political in nature and must be of an unobtrusive size that fits easily within the "white space" on the music.*