

ORGANIZERS OF AN UNCHARTERED STATE/PROVINCE ARE ENTITLED to the following to promote THE QUESTERS in your State/Province.

➤ **Quester Stationery and Notecards**

- ❖ Request from Office Administrator (JoAnne Longo) at:
The Questers headquarters, 210 South Quince Street, Philadelphia, PA 19107
Phone: 215-932-5183
Email: questers210@questers1944.org

➤ **Reimbursement of Organizers Expenses not to exceed \$350.00 annually - Int'l Policy 19B**

- ❖ State and Provincial Organizers in Unchartered States and Provinces will be reimbursed for Annual Convention Luncheon;
- ❖ For expenses associated with the recruitment of new members:
 - Printing
 - Copying
 - Postage
 - Long distance phone calls
 - Advertising
 - Meeting room rentals
 - Mileage at the IRS current rate for charitable purposes, \$0.14
- ❖ Submit an official Expense Report (included in this packet) with receipts to the International 1st Vice President for approval and reimbursement. Please provide by May 1st to insure sufficient time for processing the request before the end of The Questers fiscal year, May 31st. **Receipts are required for reimbursement.**

➤ **Reimbursement of expenses for a State/Provincial newsletter**

- ❖ Int'l Policy 19-D NEWSLETTER
State and Provincial Organizers in Unchartered State and Provinces may submit a written request to the International First Vice President for funds to be used for a newsletter that can be sent to the members of Chapters in their State or Province. **The amount is not to exceed \$2.00 per member annually.**
- ❖ An Expense Report with Receipts must be provided for the International Treasurer by May 1st for reimbursement. Most Unchartered States/Province do not print a newsletter until at least 4 or 5 chapters are involved.