



# Airstream Club International

## MEMBERSHIP – REMINDERS/GUIDELINES

08/11/2022

### International New Member Dues

International Dues for new members is \$75.00 for one year. The membership period is on an anniversary year which is based on 12 months from the member's original join date. HQ will collect one year of Local Club dues.

### International Renewal Dues

International Dues for renewals is \$75.00 per year. The majority of our members expiration date is January 1 with the exception of anyone who has joined since July 1, 2021. The renewal process for members will start roughly 120 days before the expiration date (**September 3, 2022**). HQ will send out notifications reminding members it is time to renew. The member **MUST** be logged into the member-only portal to renew online. **ALL MEMBERS ARE NOW ABLE TO LOGIN AND RENEW ONLINE (Primary and Partner)**! HQ will collect one year of Local Club dues. HQ encourages all local clubs to promote online renewals due to the efficiency as well as the time and cost savings for the club. Local Clubs are welcome to do renewals the traditional way but be advised of the lag time with the postal service.

### Renewal Forms

Paper renewal forms are by request only. Members can contact HQ at 937-596-5211 to request a paper renewal form. Members can also select their preference of electronic or paper in the member-only portal. If your local knows of members who would prefer paper renewals, please let HQ know ASAP.

### Local Club Affiliate Members

HQ will also be able to collect Affiliate dues for clubs. If your club would like assistance collecting Affiliate dues, the current **President or 1st Vice President** needs to email [membership@airstreamclub.org](mailto:membership@airstreamclub.org) and let us know. If your club does not appear on the Affiliate Club list in the renewal form, this means we have not been notified. Local clubs are welcome to send funds electronically to HQ. When this happens please notify [membership@airstreamclub.org](mailto:membership@airstreamclub.org).

### Intra-Club Memberships

HQ will also be collecting Intra-Club dues for clubs. If your club would like assistance collecting Intra-Club dues, the current **President or 1st Vice President** needs to email [membership@airstreamclub.org](mailto:membership@airstreamclub.org) and let us know. As the affiliate memberships, members can join online anytime or when they are renewing their membership.

## **Lifetime Membership**

Lifetime Memberships **MUST** go through the renewal process. This lets HQ know the Lifetime Member is still active and is in good standing with their Local Club. If we do not receive a renewal for a Lifetime Member, they will **NOT** be renewed.

## **Member Emails**

To access member-only benefits and vote in the election of International Officers and amendments to the Constitution, each member must have a valid email address on file with HQ. If you don't have an email address, it is simple to create a Gmail account with Google or with your Internet provider. Each member needs to have an **individual email** on file even if you share an email address with your partner. If your current email address is not on file, contact [membership@airstreamclub.org](mailto:membership@airstreamclub.org) or call HQ at 937-596-5211.

## **Member-Only Portal**

Encourage all members to get logged into the [Member-Only portal](#) on Airstreamclub.org. In the portal, members can update their information, see courtesy parking information, membership directory plus member-only benefits. If a member is having trouble getting logged in, please have them contact HQ via email at [membership@airstreamclub.org](mailto:membership@airstreamclub.org) or call 937-596-5211.

## **Local Club, Affiliate Dues & Intra-Club Dues**

Local Club, Affiliate dues & Intra-Club dues received by HQ will be paid to the Local Club twice a month. Direct Deposit is the preferred method of paying dues. If you are not on direct deposit yet, contact [membership@airstreamclub.org](mailto:membership@airstreamclub.org) to receive the form and get enrolled.

## **Auto-Renewal**

Auto-Renewal is now available! Members can select this option online anytime or when they are renewing their membership online.

## **Transfers**

Members are allowed to transfer Home Clubs once per year. Transfers allow members to find a Home Club that best meets their likes and needs. The member should notify the Home Club they are leaving and the new Home Club they are joining. HQ will also inform each Home Club of the transfer. During a mid-year transfer, it is between the member and the Home Clubs to work out the Home Club dues portion of the membership.

## **Annual Printed Membership Directory**

Local Clubs must submit any joins or renewals to HQ by **DECEMBER 31st**. (Blue Book Policy, 12.4.1 B, Blue Beret, Sec. 1) There is **NO** guarantee members will be in the Annual Printed Membership Directory if the member's information is received after December 31st. The Annual Printed Membership Directory will be published in the month of February.

## **Do Not Publish**

Members have the option of not having their contact information published in Club's directories. Do not publish means their name(s), region, local club, and big red number will be listed without any contact information. This is to provide a complete listing of members for our members while at the same time respecting the wishes of those members who do not want their contact information published.

## **Local Club Communication Form**

The [Local Club Communication Form](#) tells us who in your Local Club will receive membership information. Membership information includes new members, renewals, dues report, and audit list. Multiple leaders from a Local Club can be on your communication list. The highest-ranking officer of the Local Club must submit the form. An Officer must notify HQ of any changes by submitting a new club communication form or email the information to [membership@airstreamclub.org](mailto:membership@airstreamclub.org). This form is located at AirstreamClub.org →Current Members→Member Resources Page→Official Forms or follow this link to the [Local Club Communication Form](#).

## **Local Club Officer Reporting Form**

The [Local Club Officer Reporting Form](#) is due to HQ by **DECEMBER 1st** for the Annual Printed Membership Directory. If there is an officer change throughout the year, the highest-ranking officer must inform HQ Page 2 soon as possible by either submitting an updated Local Club Officer Reporting Form or emailing the information to [info@airstreamclub.org](mailto:info@airstreamclub.org). The form should include Local Club webmasters. This form can be found at [Airstreamclub.org](http://Airstreamclub.org) →Current Members→Member Resources Page→Official Forms or follow this link to the [Local Club Officer Reporting Form](#).

## **990**

U.S. based Local Clubs need to file an annual 990. The deadline for filing varies depending on the Local Club, as well as what type of 990. If you are unsure of your Local Club's deadline, please contact HQ at [info@airstreamclub.org](mailto:info@airstreamclub.org). Regulations have changed, and an officer from the Local Club must be the one to complete the filing. HQ has step by step instructions available to help with this.

## **Local Club Activities for the Blue Beret**

[Airstreamclub.org](http://Airstreamclub.org) is now the central database for all events. The Blue Beret publication is using the events published there to pull the data for the event schedule. Local Club officers should be working with the Local Club webmaster to get this information posted to [AirstreamClub.org](http://AirstreamClub.org). If your webmaster is having issues accessing your Local Club information on the site, contact the Information Technology Committee at [ITC@airstreamclub.net](mailto:ITC@airstreamclub.net).

To ensure your Local Club event gets published in the Blue Beret, the event must be posted to [Airstreamclub.org](http://Airstreamclub.org) by the closing date of each issue.

### Closing Dates

Issue	Closing/Due Date
January	November 15
March	January 15
April	February 15
May	March 15
June	April 15
August	June 15
September	July 15
October	August 15
November	September 15

For dates falling on weekends or holidays, the deadline is the next business day.

The Blue Beret will NOT publish

- **TBD** events
- Events with incomplete information

If an activity has an update or change after the closing date, email that information to [BlueBeret@airstreamclub.org](mailto:BlueBeret@airstreamclub.org). HQ will do its best to update the information in the Blue Beret but cannot guarantee it.