

For: Unit Presidents

Due to Area Director

LOCAL UNIT PRESIDENT'S AWARD CHECKLIST For AREA _____

Unit: _____

President: _____

AWARDS and (Due Date)	LUP Guide page	DATE COMPLETED	Destination	Comments:
1. Handbook (November 1)	Page 5		# Area Director	
2. Unit of Excellence (March 1)	Page 7-8		# Area Director	Hardcopy page 24
3. Public Relations (March 1)	Page 6		# Area Director	Newspaper, radio, clippings, picture of marquee, etc
4. Newsletter (March 1)	Page 5		# Area Director	2 Different newsletters
5. Scholarship (March 1)	Page 6		# Area Director	Hardcopy page 21-22
6. Scrapbook (March 15)	Page 6		# Area Director	
7. History (June 1) and front and back GREA scrapbook page	Page 5		*State Office: and # Area Director (needs copy of p. 21)	Hardcopy page 21
8. 10% Membership Growth	Page 5		*State Office	State Office will verify
9. Archives & History (March 1)	Page 4		GREA State Office ATT: Archives & History 322 Oak Street, Suite 1 Gainesville, GA 30501	Archives & History \$25.00

AWARDS and (Due Date)	LUP Guide page	DATE COMPLETED		Destination	Comments:
10. GREa Foundation (March 1)	Page 4			Dr. Bill Gardner 11 Springer Way Rocky Face, GA 30740	GREa Foundation \$50.00
11. GREa Museum (March 1)	Page 5			Georgia Educators Museum, Inc. P.O. Box 3391 Gainesville, GA 30503-3391	GREa Museum \$100.00
12. Spotlight Ads (sell 10 or more ads) (March 1)	Page 7			*State Office	March for Convention credit, July for credit.
13. Community Service (Volunteer Log p, 25)	Page 4 (9)	Date	Total # of hrs.	*State Office and # Area Director	Send total number of hours per unit to AD
Local Unit Officer Information Sheet (June 1) NOT AN AWARD	Page 2			*State Office and # Area Director	Hardcopy page 26

Local Unit _____

Local Unit President _____

# Area Director's Name and Address:	State Office Address GREa Park Place 1 322 Oak Street Gainesville, GA 30501-3580
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