



## ***Application to Dissolve Local Chapter***

**Local Chapter Name:** \_\_\_\_\_

**Region:** \_\_\_\_\_

**Please submit this form and attachments:**

- 1) **Original (complete packet) to the NYSW, Inc. Membership Chair**
- 2) **copy (form only) to the Local Chapter's Region Director**
- 3) **copy (form only) to the NYSW, Inc. State President**
- 4) **copy (form only) to the NYSW, Inc. Incorporation Chair**
- ✓ **Minutes** which contain the following:
  - Date of meeting
  - Motion including person making the motion; that it was seconded; statement of dissolution; result of the vote taken on motion to dissolve
  - Effective date of dissolution
- ✓ **Treasurer's report** which contains the following:
  - Distribution of funds (for guidelines see Local Chapter Bylaws and State Bylaws Article XX)
  - Final bank statement
- ✓ **The NYSW, Inc. Local Chapter Charter**
- ✓ **Copy of notated Roster** showing name of chapter/or MAL of members wishing to retain their membership

**Submitted and Signed by Local Chapter President or other designated officer:**

\_\_\_\_\_  
**Name**

\_\_\_\_\_  
**Office**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Email**

\_\_\_\_\_  
**Phone**

**NYSW, Inc. Bylaws ARTICLE XX: DISSOLUTION**

Upon dissolution of this organization all of its assets remaining after payment of all costs and expenses of such dissolution shall be distributed to organizations which have qualified for exemption under section 501 (c)(3) of the Internal Revenue Code, or to the federal government, or to a state or local government, for a public purpose, and none of the assets will be distributed to any member, officer or trustee of this organization.

**MOI 3.06 Section: Local Chapter Structure & Organization**

**Disbanding of Local Chapters**

- 1) A Local Chapter may be disbanded by their own approved actions by:
  - Filing the Application to Dissolve Local chapter Form (TK 3.06 Application to Dissolve LC) with attachments as requested on the formThe Minutes must contain a record of the vote approving the Chapter's disbandment and a report of the distribution of funds (in compliance with the Local Chapter bylaws)

\_\_\_\_\_  
For use by NYSW, Inc.

Received/Approved by \_\_\_\_\_  
Name

\_\_\_\_\_  
Date