

Membership Income

Event: Ice Cream Walk **Date:** 8/1 - 2/2012

All Documents: These include New Membership applications and Renewal forms:

- Please write in the amount of payment and the check number or "cash" in the bottom margin.
- Make sure that multiple year renewals (how many years) are noted somewhere on the renewal form.
- Cash/checks go into the cash box.
- Documents go into the Membership Envelope.
- This form goes into the Membership Envelope at the end of the day.

New Members: Be sure to check the form for the following (see "Issues" document):

- Email address
- Birthday
- Name Button
- Free item(s)
- New Walker Packets
- Referral information

Renewals: Most people turn in the Renewal form that was mailed to them. See the "All Documents" section above for handling procedures.

Use the table below for those people who renew *without* submitting a form or other identifying piece of paper with their payment. Please write in "cash" in the Check # column if paid in cash, otherwise write in the check number. Write in the number of years the renewal is for in the "Yrs" column – members may renew for more than one year.

Name:	\$ Amount	Check # - "Cash"	Yrs
Wayne Ratliff	10.00	cash	2
Don Holloway	15.00	1234	3

The table below is for "office" use to tally the totals after the event.

Item	Price	Tally	#	Total \$
Membership:				
New Family Membership	\$14.00	I	1	14.00
New Individual Membership	\$8.00			
New Senior Membership	\$5.00	III	3	15.00
Family Membership <i>Renewal</i>	\$14.00			
Individual Membership <i>Renewal</i>	\$8.00			
Senior Membership <i>Renewal</i>	\$5.00	IIII III	8	40.00
Overall Total			→	69.00



Event Participation Report

For Your Records Only

Club #: AVA-0265
Region: PA

TO: AVA National Headquarters
1001 Pat Booker Rd, Suite 101
Universal City, TX 78148

Club Name: Sacramento Walking Sticks
Contact: Barbara Nuss/Heidi Foster
Address: PO Box 277303
City, St, Zip: Sacramento, CA 95827-7303

Event Start Date: Wednesday, August 01, 2012

Type of Event: Walk

Event End Date: Thursday, August 02, 2012

Event Start Point (Name): Vic's Ice Cream, 3199 Riverside Boulevard, Sacramento, CA 95818-3754

Point of Contact: Barbara Nuss/Heidi Foster
PO Box 277303
Sacramento, CA 95827-7303

POC Phone No: 9162834650/9167921720
POC E-Mail Address: _____

Received at National
Headquarters: _____

Calendar: 5/8/2012 9:57:10 PM

EVENT NUMBER: PA 93091

Sanction Invoiced: 5/22/2012 After Action Invoiced: _____

Stamp #: 13415 QTY: 1 W

After Action Report

Award	IVV Credit	Non-IVV:	SubTotal	Free	Total
<u>Ø</u>	<u>52</u>	<u>Ø</u>	<u>52</u>	<u>55</u>	<u>107</u>

SUBTOTAL from above: 52 X1.25

Persons using coupons must be counted as Award or Credit, not Free.

Total: 65.00

Minus 3 Coupons @\$1.25 each: 3.75

Total Participation Fee Due: 61.25

Form Submitted By: Foster

Date Submitted: 8/2/2012

PEAS Exercise, Answer Key to the Questions Section:

- 1) What 2 things happen to the New Walker Coupons **after** the PEAS form is complete?
 - a) *Write the Club Number (0265) and the event ID (93091 in this example) on the back..*
 - b) *Place the New Walker Coupons in the padded envelope to be mailed back to AVA along with the stamp.*
- 2) What happens to the Start Card originals?
 - a) *They go to Barbara Nuss.*
- 3) What happens to the Start Card copies (brown)?
 - a) *They get shredded.*
- 4) List at least 3 things that go to the Treasurer:
 - a) *Money (cash and checks)*
 - b) *Redeemed Stick's Bucks*
 - c) *Specialties Tally Sheet*
 - d) *Membership Tally Sheet*
 - e) *Membership and renewal forms*
 - f) *Completed Sticks Walk Stick's Walks books*