



**CALIFORNIA STATE FEDERATION OF CHAPTERS  
NATIONAL ACTIVE AND RETIRED FEDERAL EMPLOYEES ASSOCIATION**



September 15 , 2010

MEMO TO: Chapter Treasurers

FROM: Werner L. Gumpert, Federation Treasurer

SUBJECT: CSFC Form # 2, Request for Per Capita Dues

Please do not complete a CSFC Form 2 for Calendar Year 2010. You will receive an Invoice CSFC Form 2, based on the M-110 published shortly after December 31st for your per Capita Dues for 2010 in early January 2011. These dues were due and payable **December 31, 2010**, in accordance with Article IV, Sec. 2a and b of the California State Federation of Chapters Constitution and Bylaws. Due to the vote taken and passed at a previous Executive Board meeting, the forms will be delayed until early January pending NARFE Hq publication of the Form M-110 which is the basis of the invoices to the chapters.

If the Annual Dues (per capita dues) and copy of the invoice are not submitted to the Federation Treasurer with payment before March 1, 2011, the chapter will be considered delinquent and shall forfeit the right to vote on Federation matters.

In convention years your chapter is entitled to one (1) delegate for every twenty-five (25) members or fraction thereof. The M-110 (as of December 31, 2010) will be posted on the CSFC website under Membership.

The pertinent columns on the M-110 are the following:

The third column from the left titled "Chapter Members Voting". The number shown for your chapter has been entered on CSFC Form 2 as Total Members.

The third column from the right titled "Honor". The number shown for your chapter has been entered on CSFC Form 2 as Honorary Members.

Then Honorary Members have been subtracted from Chapter Members Voting and the result is shown under "Per Capita Dues Payable to CSFC. Please attach a check in that amount and Mail it to the address indicated.

**Do not use the M-114 published by NARFE Hq in the middle of January 2011 to recompute the billing reflected on the CSFC Form 2. This document does not reflect the chapters membership status as of December 31, 2010.**