

**NATIONAL ASSOCIATION OF HEALTH UNDERWRITERS  
POLICY & PROCEDURES**

<b>POLICY TITLE:</b>	New Chapters
<b>CLASSIFICATION:</b>	Finance
<b>POLICY NUMBER:</b>	95-02-F
<b>DEPARTMENT COORDINATOR:</b>	Finance
<b>MOTION:</b>	Steve Selinsky
<b>SECONDED:</b>	Beth Ashmore
<b>DATE SUBMITTED (INITIAL):</b>	February 10, 1995
<b>DATE APPROVED:</b>	March 14, 2007
<b>APPROVED BY:</b>	Board of Trustees
<b>AMENDED:</b>	March 2005
<b>SUNSET DATE:</b>	2013

**PURPOSE:** To further assist with the proper development of new chapters.

**POLICY:** In order to financially support the expense of new chapter development, NAHU will provide \$500 chapter seed money to be used toward the expenses of getting a new chapter up and running.

In order to strongly encourage chapters to comply with all applicable IRS requirements, NAHU shall reimburse any chapter for the fee associated with IRS form 8718.

**PROCEDURE(S):** NAHU Vice President of Finance shall reimburse, up to \$150, any new chapter that provides proper receipts of payment associated with IRS Form 8718. IRS Form 8718 includes a fee of \$150 for a determination letter, for an organization seeking tax exempt status.

NAHU shall reimburse the new State/Local President/Chapter \$500 within 30 days of Board of Trustees approval of the chapter charter on a non-receivable basis.

**FINANCIAL IMPACT:** \$650 for each new chapter established.