

Official Communication for April 13, 2015

Please Do NOT Attempt to Enter Officers For 2015-2016 Yet

Some Lodges, Chapters and Moose Legions are attempting to enter the incoming officers for the 2015-2016 year. We applaud you for your initiative! However, the system that tracks officer changes must go through a year-end closing process prior to any new officers being entered for 2015-2016. Please do NOT enter an ending date on your current officers. We have a program that will automatically enter in the end dates for your current officers. Ending a 2014-2015 term of office prior to April 30, 2015, could potentially disqualify a member from receiving honors or recognition that they otherwise have earned.

We expect the system will be available to accept the entry of officers for the 2015-2016 fiscal year by **May 3, 2015**. An Official Communication will be sent to all Lodges, Chapters and Moose Legions advising when the officer entry program is ready to accept the 2015-2016 officers and chairpersons. Once the officer entry system is available, **May 3, 2015, should be entered as the Starting Date** unless the officer was elected and/or installed on a later date.

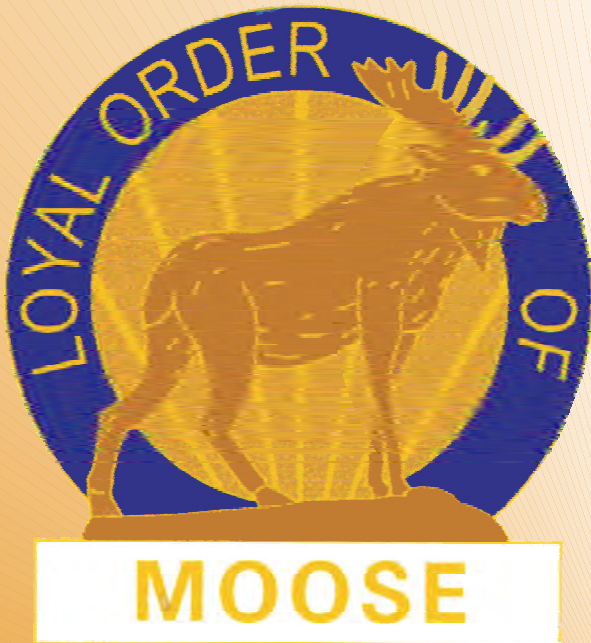
Proper Reporting Of Enrollment Dates - Thousands Of Applicants Still In “Accepted” Status

There are currently thousands of **Loyal Order of Moose** and **Women of the Moose** applications that have been reported since May 1, 2014, and remain in "Accepted" status in LCL.Net.

Any applicants presently in your LCL.Net that both remitted dues and received a favorable vote of the membership, not previously transmitted with an enroll date, must be immediately transmitted to Moose International **using today's date as the enroll date**. Chapters must ensure that an appropriate ballot date is also transmitted.

The transmission of an applicant's enrollment date to Moose International may not be held pending attendance at an orientation and/or Enrollment Ceremony. Lodges and Chapters are encouraged to continue to hold these functions but they **cannot delay reporting an enrollment date** until this occurs. Lodges with separate door access cards from the Moose Membership Card may withhold those items until a member attends one of these functions, so long as this is the procedure for all members, but **the applicant is a member once he or she has paid dues and has received a favorable vote of the Lodge's or Chapter's membership**.

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