

Subject: 170831 Official Communication-Deadline Submit VV Of The Yr In Admin; MI Offices Closed MONDAY; Mbr Ret Week; Tommy Moose Halloween Bags.

Official Communication for August 31, 2017

Deadline to submit your “Valued Veteran of the Year” in ADMIN Honoree is tomorrow Friday, September 1, 2017

The deadline to submit your “Valued Veteran of the Year” honoree to Moose International is **September 1st**. Please note that this **MUST be done in the “ADMIN” menu**, similar to the way the “Moose of The Year” is selected. **As a reminder, only ONE Valued Veteran will be honored within the lodge/chapter.** If the honoree is a man; the Lodge is responsible for reporting the Valued Veteran. Or, if the honoree is a woman; the Chapter is responsible for reporting the Valued Veteran.

To Report Your “Valued Veteran of the Year” Honoree in ADMIN:

- First, **ensure that the veteran has already been identified as a Valued Veteran** in their membership record. They cannot be selected in the ADMIN screen as the honoree without having done this first. To verify this, you can call Member Services at (630) 906-3658.
- **Login to your ADMIN screen** as you normally would do.
- **Place your mouse-pointer over “Forms”** on the menu bar.
- **Left-Click on “Awards”** for “Valued Veteran of the Year;”
- then **select your Valued Veteran’s name** in the “member” drop down screen.
- Once your “Valued Veteran of the Year” is selected, **click “Save”**, and your request will automatically be submitted to Moose International.

Please note that, in our newly established system, we are unable to generate this special certificate for a “Valued Veteran of the Year” through any other method outside of ADMIN (i.e. by E-mail, or by phone). **Failure to indicate the “Valued Veteran of the Year” via ADMIN, by September 1st, will result in a “Valued Veteran of the Year certificate” NOT being generated for this member.** *Special requests for these certificates to be generated outside of ADMIN will not be accepted.

Thank you, very much, for all that you are doing for your lodge’s Valued Veterans!

Moose International Offices Will be Closed Monday, September 4, 2017

The offices at Moose International will close at 4:30pm Central Time Friday, September 1st and will reopen at 8:00am Central Time on Tuesday, September 4, 2017.



Member Retention Week, November 5 – 11, 2017

Materials are now available via our website, for Member Retention Week. They can be located under Form & Documents, Membership, Member Retention Week Materials. Printed materials will be mailed to every Lodge and Chapter, mid-September. Now is the time to share this information with your committee chairman, who should begin the process of selecting your projects for Member Retention Week.

Tommy Moose Halloween Bags

Tommy Moose Halloween Trick-or-Treat Bags are designed with safety tips to keep kids alert during trick-or-treating. Each bag is large enough to hold a full night's worth of trick-or-treating candy. They also make great goody bags, if your Lodge or Chapter are planning a kid's Halloween Party. Tommy Moose Halloween Bags are available in bundles of 50 for only \$11.00/pack. Contact Catalog Sales to order your Halloween Bags today, Call 630.966.2250 or online <http://shopmoose.mooseintl.org/supply/detail.aspx?ID=893>

HALLOWEEN TREAT BAGS

TOMMY MOOSE



*Bag Features Safety
Tips for Trick-Or-
Treating

*\$11.00 per bundle
of 50 bags PLUS
shipping & handling

*Catalog #185

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Please ship the following order, which you will find enclosed
Check No. _____ for \$ _____ (IL orders add 7% sales tax)

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Please use this chart to compute your packaging/shipping cost. These charges represent only part of the actual cost, we pay the rest. Illinois residents please include 7% sales tax.			
ORDERS	ADD	 	
Up to \$15.....	\$6.30	Please state Catalog # when ordering.	
\$15.01 to \$25.00.....	\$9.50	Phone (630)966-2250	
\$25.01 to \$35.00.....	\$12.35	Fax (630)859-3505	
\$35.01 to \$50.00.....	\$13.75	catalogsales@mooseintl.org	
\$50.01 to \$75.00.....	\$15.75		
\$75.01 to \$100.00.....	\$18.50		
\$100.01 to \$125.00.....	\$20.25		
\$125.01 to \$150.00.....	\$22.75		