

Membership Conservation Reporting Form



LOUISIANA STATE COUNCIL
KNIGHTS OF COLUMBUS
 Lafayette, Louisiana

Council _____
 District _____

	Date of Last Billing	No. Months Delinquent	Name:	Address:	Telephone:	Name of Member Making Personal Contact	Payment Received	Reason
1								
			Remarks & Comments:					
2								
			Remarks & Comments:					
3								
			Remarks & Comments:					
4								
			Remarks & Comments:					
5								
			Remarks & Comments:					

Note: If necessary use more reporting forms, indicate page number, and number of pages submitted at top.

Upon Completion, Attach respective 1845's

Mail original to the State Deputy

1st copy to the District Deputy

2nd copy. the Council File

See Further Instructions on the Reverse Side of this Form

Date _____

Signature. Grand Knight _____

Signature - Trustee1 _____

Trustee-2 _____

Trustee-3 _____

Membership Conservation Program

This procedure is now a part of the “Notice of Change in Status” Procedure and is effective immediately

1. All members on the 1845's must have the Retention Committee contact the member in person (not by telephone) explaining his benefits attempting to conserve the member.
2. All 1845's must have the conservation 2-part form attached when mailing to the State Deputy and District Deputy.
3. Councils having incomplete Audits or no Audits cannot suspend members until two consecutive Audits are properly completed and filed.
4. Councils proposing to suspend members in excess of dollar amount of Section “C” of the last current Audit - Due From Member - must request special procedure prior to suspensions causing the discrepancy.
5. Councils proposing to suspend in excess of 25% of membership must provide special documented information to the State Deputy.
6. **NO RETENTION COMMITTEE** on Form 365 **NO SUSPENSIONS.**