

DNA Chapter Activity Quarterly Report

Please check which report you are submitting:
(Submit to National Office & Chapter Advisor)

- 1st Quarter (January – March) due April 30th
- 2nd Quarter (April – June) due July 31st
- 3rd Quarter (July – September) due October 31st
- 4th Quarter (October – December) due January 31st

Chapter Number: _____ Chapter Name: _____

Submitted by: _____

ACTIVITY	DATE	COMMENTS
Chapter Board Meeting		
Chapter Meeting		
Correspondence Sent to National Office and Chapter Advisor		
Financial Statement sent to National Office (only required 3 rd Qtr report) Include statement		
Education Events/CE Offering		
List of Chapter Officers to National Office (only required 3 rd Qtr report or if any changes) Include current officers and term of office		
Chapter Reimbursements received from National Office (Education or Annual)		
FOCUS/Web News Sent		
Additional Activities:		

Please attach additional pages if needed.