



## Alberta Carriage Driving Association Chapter Application Form

We the undersigned members of the Alberta Carriage Driving Association (ACDA) are applying to establish an ACDA Chapter covering a geographical area \_\_\_\_\_

*( geographical area eg. from Brooks to the south, Hannah to the north, Hwy 2 to the west, the Saskatchewan border to the east)*

The Chapter will be called the \_\_\_\_\_ Chapter, Alberta Carriage Driving Association.  
*(enter name)*

We agree that the \_\_\_\_\_ Chapter, Alberta Carriage Driving Association  
*(enter name)*

- Shall abide by the bylaws, policies and procedures and rules and regulations that govern the ACDA.
- Shall conduct all Chapter activities in a manner that presents a positive image of the ACDA.
- Shall ensure all members of the ACDA receive the same benefits at this Chapter's activities.
- Shall appoint 2 directors from the ACDA members registered with this Chapter to the ACDA Board of Directors.
- Shall maintain financial records using generally accepted accounting principles.
- Shall submit an annual financial review, a report of the past year's activities and a list of activities proposed for the next year to the ACDA Board of Directors prior to each ACDA Annual General Meeting.
- Shall ensure all Chapter activities are approved by the ACDA Board of Directors prior to the activity taking place.
- Shall not engage in activities considered excluded by the ACDA Insurer.
- Shall collect the ACDA annual membership fees for the members registered with this Chapter and forward the required portion to the ACDA Treasurer.

This application must be signed by at least 5 current ACDA members.

This agreement signed at \_\_\_\_\_

Date \_\_\_\_\_

Name	Signature	Address	Phone #

Approved on October 2, 2018