

**MONEY MATTERS**  
**\$ FOR CLUB TREASURERS \$**  
**CENTRALIZED DUES COLLECTION FOR DISTRICT 11**  
*(Information and helpful hints)*

1. Follow the guidelines in **The Zonta Club Manual October 2006** pages 30 through 33 except for the Zonta International (ZI) dues because District 11 will be collecting all of the dues.
2. Participate in the Budget Process. Budget separately for Operating Funds and Service Funds.
3. Prepare and present a monthly reporting to your club members on the bank account balances reporting on receipts and disbursements. Also report anything else that would be considered pertinent information that your club members should know.
4. Bill members for dues well in advance of their due date. You will be receiving the International dues billing directly from ZI early in March.
5. **INTERNATIONAL AND DISTRICT DUES MUST BE RECEIVED by May 18, 2011 for dues renewals to the District Treasurer either in one check to Zonta District 11 or in two checks with one issued to Zonta International for International dues and the other issued to Zonta District 11 for the District dues with all appropriate documents. Renewals not received by Zonta International (ZI) headquarters by June 1<sup>st</sup> will require the ZI reinstatement fee of \$15.00 or the Zontian will not be in good standing. There is NO GRACE PERIOD starting with the 2011-2012 Zonta year.**
6. Work with the Membership Chairman to gather new member information for the Members Report Form "Form C for District 11 Clubs" which must be sent with the dues check and the payment "Form B Dues payment Zonta International for District 11" clubs.
7. The Rosa E. Fiol membership award is calculated based upon district members dues paid and postmarked before the due date. Only clubs that have submitted an Annual Report are eligible for this award.

	<u>Renewing members</u>	<u>New members</u>	<u>Reinstating member **</u>
<b>Full year dues ~ June 1<sup>st</sup> – May 31<sup>st</sup></b>	<b>\$ 80.00</b>	<b>\$ 80.00</b>	<b>\$ 80.00</b>
Insurance ( <b>ONLY</b> required for US clubs)	3.00	3.00	3.00
Fee for new members, charter club, and reinstatement	---	15.00	15.00
<b>Total Zonta International Dues</b>	<b>\$ 83.00</b>	<b>\$ 98.00</b>	<b>\$ 98.00</b>
<b>Total District Dues</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>
<b>Total dues payment check issue to <u>Zonta District 11</u></b>	<b><u>\$103.00</u></b>	<b><u>\$118.00</u></b>	<b><u>\$118.00</u></b>

\*\* Any renewing member's dues that the District Treasurer does not receive before May 27<sup>th</sup> will be required to pay the full year dues and the ZI reinstatement fee of \$15.00.

	<u>New members</u>
<b>Half year dues ~ December 1<sup>st</sup> – May 31<sup>st</sup></b>	<b>\$ 40.00</b>
Insurance	3.00
Fee for new members and charter club	15.00
<b>Total Zonta International Dues</b>	<b>\$ 58.00</b>
<b>Total District Dues</b>	<b>10.00</b>
<b>Total dues payment check issue to <u>Zonta District 11</u></b>	<b><u>\$ 68.00</u></b>

Mail the **Zonta International and District Dues** with the paperwork to:  
 Zonta International District 11  
 Alice Chick, Treasurer  
 115 SW 89<sup>th</sup> Way  
 Coral Springs, FL 33071