**DVG LV America**

**2017 DVG Membership Renewal Timeline**

**SEPTEMBER**

**September 5, STEP 1.**

The LV will have sent each club:

1.) A club membership list with instructions, based on the LV and Germany’s records, current through August 31, 2016.

2.) LV Dues Schedules for 2017. Note: There is No dues increase in 2017.

**September 15**,

**DEADLINE:** to **cancel clubs** for 2017.

Club President must notify the LV Membership Officer via email at: LVmembership@fastmail.com. Questions: 517-881-3549.by. No entire club cancellations will be accepted after this date.

**OCTOBER**

**October 1, STEP 2.**

**DEADLINE:**  clubs must confirm there are **no changes** to the membership list sent in STEP 1**.** Send confirmation via e-mail to LV Membership Officer at: LVmembership@fastmail.com. Questions: 517-881-3549.

**OR**

**DEADLINE:** clubs must provide **any** **changes** to the membership list sent in STEP 1. Send all changes via e-mail to LV Membership Officer at: LVmembership@fastmail.com. Questions: 517-881-3549.

**November**

**November 1, STEP 3**

All clubs receive their itemized bill for 2017 membership renewal dues based upon information provided in STEP 2.

**November 30, STEP 4**

**DEADLINE:** dues payment must be **received** by the LV Treasurer. Payment can be made either via PayPal or by check.