



Organizations & Clubs Check List

Today:



Complete the Profile Form and return it to your branch.

We will make sure to contact you six weeks prior to your AGM or Election to prepare you for a hassle-free transition. That includes giving you a complimentary SCCU Eco-bag filled with goodies to help you run a smooth meeting.

Immediately After your AGM or Election:



Call SCCU to confirm Election results.

We know you're busy, so count on us to prepare the necessary documents in advance. We'll be prepared when you and other members of your organization come into the branch.

At the same time, we will confirm any additional items we may require from you which may include:

- *A copy of your Meeting Minutes*
- *Identification, signatures and contact information for all new Signing Officers*
- *Confirmation of Sponsoring Member(s)*