

# NSS Assembly/Region Business Meeting Form



## ~ INSTRUCTIONS ~

1. The purpose of this meeting form is to comply with the **NSS Constitution & ByLaws, Article 8 Assemblies, B. Duties, Item 4. for Assemblies and Article 10 Regions, G. Meetings for Regions**. Assemblies are to hold four (4) meetings each year and Regions are hold two (2) meetings each year. All meetings **MUST BE** advertised in the "National News" at least thirty (30) days prior to the meeting.
2. NSS Members in attendance, including those from other Assemblies or Regions, **MUST BE** listed on this form.
3. Following the meeting, this form should be completed and either **MAILED OR EMAILED (Istrom@nsslife.org)** to the Home Office no later than thirty (30) days after the meeting.
4. Again, this form is only for regular business meetings. No funds will be given for a regular business meeting. **If a social event follows or precedes this meeting, you must also follow the rules for the "Fraternal Fund Activity Form" filling it out and returning it to the Home Office for payment of funds.**

Assembly/Circle/Region #: \_\_\_\_\_ Location: \_\_\_\_\_

Our Business Meeting was Held at: \_\_\_\_\_ On \_\_\_\_\_

(Please Provide a Brief Description Of The Meeting Held)

---

---

---

---

---

---

---

---

**(Original Signatures of NSS Members in Attendance must be provided along with their Assembly/Region or Circle Number)**

**If you have an email address, please use the next line under your name to provide your email address.**

_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

**I Certify That All Of The Above Members Were In Attendance At This Business Meeting By Their Personal Signature**

\_\_\_\_\_  
Signature of Assembly/Circle/Region Officer