



National Association of

WATCH & CLOCK

Collectors, Inc.

514 Poplar Street, Columbia, PA 17512-2130

CHAPTER CHARTER

(CHAPTER NAME AND NUMBER)

Having met the requirements to become a Chapter of the National Association of Watch and Clock Collectors, Inc. (hereinafter NAWCC), in accordance with Article VIII of the NAWCC Bylaws, the NAWCC Board of Directors herewith grant this Charter to Chapter ###, NAWCC, Inc., also known as the (CHAPTER NAME) Chapter ###, NAWCC, Inc. to be effective upon acceptance by the Chapter and a signed copy returned to the NAWCC.

PREAMBLE

The NAWCC, a 501(c)(3) not-for-profit educational organization, encourages the development of affiliated chapters to provide a means for furthering its horological and educational purposes as defined in the NAWCC Articles of Incorporation, Bylaws, and Standing Rules. Each chapter is an individual entity and has responsibilities for its programs and the development of individual chapter interests within the field of horology, under the umbrella of the NAWCC's core purposes. The NAWCC, as the chartering authority, has a responsibility to support its chapters. This Charter provides evidence of that support and further establishes an agreed basis for chapter operations in support of NAWCC purposes while protecting the interests of the NAWCC, the chapter, and chapter members.

GENERAL AGREEMENT

The NAWCC and the Chapter, by this Charter, agree that:

1. The membership of the Chapter will be composed of NAWCC members in good standing.
2. The Chapter will not take any action that violates the NAWCC Articles of Incorporation, Bylaws, or Standing Rules. These may be found at <http://www.nawcc.org/> under Member's Documents.
3. The Chapter shall operate as a not-for-profit entity whether or not incorporated or officially holding not-for-profit status.
4. The NAWCC will not interfere, control, or otherwise involve itself in the governance or operations of the Chapter unless so requested by the Chapter, or after due process it is determined that the Chapter is in violation of Item 2 and suitable corrective action is not being taken.
5. The Chapter will provide meetings, programs, and other functions that further the horological interest of members of the Chapter and the general public. The NAWCC will provide program services that are available to further the Chapter's interests.
6. The Chapter will maintain a positive working relationship within the chapter, with other Chapters, and with the NAWCC.
7. All Chapter assets belong solely to the Chapter and will remain under the control of Chapter members while Chartered. Should the Chapter be dissolved, remaining assets are to be distributed to a qualified not-for-profit entity such as the NAWCC, or as may otherwise be required by local laws and regulations.
8. A written financial report showing all assets, revenues, and expenditures shall be provided to Chapter members at least annually, in a format suitable to the Chapter's individual status and local requirements, if any. The NAWCC may request this information for purposes of the annual chapter survey and archival in the Chapter's permanent file.
9. No part of Chapter assets may be paid as compensation to any Chapter member, or certain others as defined in Article VIII of the NAWCC Bylaws. However, reimbursement of expenses incurred on Chapter business is permitted.

10. The NAWCC will provide all available membership information of interest to the Chapter upon request. Should the Chapter maintain its membership interactively on the NAWCC electronic database, NAWCC will provide, at no charge, the capability to download valuable information. Chapters not maintaining membership data on the NAWCC database will have limited access to membership data; to assist the NAWCC's support of membership and chapter services the Chapter will provide the NAWCC annually a copy of its membership roster including the name and NAWCC number of each member.
11. The Chapter will promptly notify the NAWCC in writing of all changes in chapter officers, bylaws, incorporation status, and not-for-profit status.
12. The Chapter shall not have the power to act for or on behalf of the NAWCC in any way.

CHAPTER HANDBOOK

The NAWCC will maintain a Chapter Handbook for the benefit of the Chapters:

The Chapter Handbook will provide current information regarding NAWCC operations and support of its Chapters and many additional items that will help Chapters to know of the services available from NAWCC. It will also provide information relative to topics that Chapters will find useful in their ongoing operations and carrying out their purposes. This information is subject to change and is therefore appropriately contained in the Chapter Handbook to enable prompt modification and distribution.

The information contained in the Handbook will include topics such as:

1. Chapter organization and operations, including officers and committees, meeting formats, program ideas, and general subjects of interest.
2. Maintaining the Chapter membership database and information contained in the NAWCC membership database.
3. Chapter incorporation advantages and disadvantages.
4. The meaning of "not-for-profit" status, how it is obtained if desired, and how it relates to Chapter operations.
5. Insurance available from NAWCC for normal Chapter operations and hosted Regional meetings.
6. Services available to Chapters from NAWCC and any associated costs.
7. Chapter bylaws, if desired by Chapter, including sample documents.
8. Suggestions for financial management including sample formats for financial and asset reporting, and definitions of Chapter income sources and allowable disbursements.

Authorized by:

Accepted by:

Chair, NAWCC Board of Directors Date

Chapter President Date

NAWCC Executive Director Date

Chapter Secretary Date



National Association of
WATCH & CLOCK
Collectors, Inc.

514 Poplar Street, Columbia, PA 17512-2130