3.1 Annual Region Requirements

(a) Each Region shall adopt Region Bylaws, which shall be amended on an annual basis. Bylaws and amendments thereto shall be submitted to the IPA office.

(b) By July 15th of each year, each IPA Region shall forward to the IPA office the following information:

- Region Leadership Information
- Region Calendar of Events
- Liquor Liability Form
- Regional Goals
- Membership Goals
- Year End Financial Report

(c) By August 1st of each year, each IPA Region shall forward to the IPA office the following information:

- Audit Verification Form

(d) Regions that do not submit to the IPA office the information in section (b), above, are not eligible to receive region development money for that fiscal year.

Adopted: May 1, 2007
Revised: October 20, 2013