



March 1, 2023

NDIA Chapter Presidents,

NDIA sincerely appreciates your leadership and the effort each of you makes in growing NDIA's Corporate membership through chapter engagement.

We are pleased to continue the dues-rebate program for chapters who **actively recruit** corporate members during the fiscal year (October 1 through September 30). Your chapter receives 20% of the recruited member(s) first year of total dues.

The process for getting credit for new members your chapter recruited is as follows:

1. Notify the Membership Team when you are working to recruit a company by sending us an email to membership@ndia.org so that we can track if/when they join.
2. When companies your chapter recruits join, instruct them to select your Chapter on the "How did you hear about this Membership?" section.
 - A. The Membership Team maintains a spreadsheet of the companies chapters recruit.
 - B. The Membership Team is happy to pitch membership benefits to your prospective corporate members and if you provide the lead, your chapter receives the rebate if the lead joins NDIA.
2. To confirm the Membership Team's spreadsheet, you may email membership@ndia.org with a list of the companies your chapter recruited in Fiscal Year 2023 no later than September 15th.
3. We will credit chapters with new recruits through September 15th. **Companies recruited by the Chapter after the 15th will be credited in the next fiscal year.**
4. We send rebate checks to Chapters by September 30th, the end of Fiscal Year 2023. Please note, we need you to cash your check as soon as possible so NDIA can complete a clean audit by early December.

As a reminder, recruiting at least 3 corporate members in the fiscal year is one of the qualifying criteria for the Chapter of Excellence Award.

Please let us know if you have any questions and thank you again for helping our Association continue to grow!

Zoila E. Martinez
Director, Membership