

# PROGRESS REPORT FORM

(Duplicate as needed.)

## ALTRUSA INTERNATIONAL INC. NEW-CLUB BUILDING PROGRESS REPORT BY ORGANIZING CLUB, DISTRICT, OR ALTRUSAN

Please complete and mail one copy of this report after each stage of the organizing effort has been completed (or at least once a month). Mail one copy each to the District Governor, District and International Club Building Chairs, and International office.

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ Telephone \_\_\_\_\_

1. Organizational activity in \_\_\_\_\_  
(Name of City)

2. Date organizational work began \_\_\_\_\_

3. Total number of contacts made to date

∞ Number who were qualified for membership \_\_\_\_\_

∞ Number who were interested in membership \_\_\_\_\_

∞ Number who have indicated they will join \_\_\_\_\_

∞ Number who have paid fees and dues \_\_\_\_\_

4. Total number of trips made to date \_\_\_\_\_

5. Who is providing the extension work? Give number of each.

\_\_\_\_\_ Active members

\_\_\_\_\_ New Club Building Chair/Committee

\_\_\_\_\_ Active retired members

\_\_\_\_\_ Other

6. What problems are you encountering?

7. What are your plans to overcome these problems?

8. What has been most encouraging?

9. Are you maintaining your timelines as to the charter date?  Yes  No

10. Please provide documentation for having reached \_\_\_\_\_ stage. (Keep it simple.)

\_\_\_\_\_  
Name of Organizer

\_\_\_\_\_  
President or New Club Building Chair

*PLEASE INDICATE EACH STAGE AS IT IS COMPLETED. THIS IS INTERNATIONAL'S GUIDE FOR SENDING AWARD CHECKS TO ORGANIZING CLUBS, DISTRICTS, AND ALTRUSANS.*