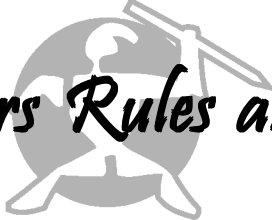


Parade of Chapters Rules and Requirements



1. All Parade of Chapters (POC) submittals must be mailed in with a United States Postal Service postmark. No submittals may be “handed in.” No postage metering stamps will be allowed. All POC submittals must be mailed to:
Hawaii Jaycees
P.O. Box 23206
Honolulu, Hawaii 96823
Attn: Parade of Chapters Program Manager
2. All submittals must be postmarked on the **20th of each month**. If the 20th falls on a Sunday or a holiday, all submittals must be postmarked by the next working day that month.
3. Any discrepancies in the POC reconciliation must be made in writing no later than 14 days from the date, which the reconciliation is made. All challenges should be made directly to the Hawaii Jaycees Parade of Chapters Program Manager.
4. Chapter projects/events can only receive credit for ONE Parade of Chapter item. **NO DUPLICATE CREDIT WILL BE AWARDED.**
5. All POC material must be **8.5” x 11”** in size.
6. Submittals should be stapled and in order:
 - a. Success Form (must be an original)
 - b. Sign-in Sheet (if required)
 - c. Required substantiation
7. Projects must be submitted for parade points no later than the month immediately following its execution.
8. Each chapter should provide a primary and secondary point of contact for the Parade of Chapters. Include phone number and e-mail (if applicable).
9. The POC Item, Points, and Month should be written in the upper right hand corner of all substantiating material.

If you have any inquiries or concerns, please contact:

Stan Fichtman Cel: 295-4630 Email: stanfordjf2@yahoo.com

Mike Nitta Cel: 551-8516 Email: mnitta87@msn.com

Regards,

Stan Fichtman / Mike Nitta

Parade of Chapters Program Manager

2007 Hawaii Jaycees