



# CONVENTION TIMETABLE



IN ORDER TO ASSIST YOU WITH THE HONOR COUNCIL AWARD APPLICATION AND CONVENTION REGISTRATION MATERIALS DEADLINES, THE FOLLOWING TIMETABLE IS A SYNOPSIS OF THEM ALL. PLEASE NOTE THAT MOST ARE **RECEIVED BY** DEADLINES. **POSTMARKS WILL NOT BE USED.** BE SURE TO MAIL FORMS FROM YOUR LOCATION IN THE STATE EARLY ENOUGH TO ARRIVE ON TIME AT THE CORRECT DESTINATION. ALSO, BE AWARE THAT **YOU** MUST MAIL FORMS TO THE CORRECT RECIPIENTS AS LISTED BELOW. WE WILL NO LONGER BE RESPONSIBLE FOR RE-MAILING FORMS IF YOU DON'T SEND THEM TO THE CORRECT RECIPIENT.

WHAT	WHEN	WHERE
MEMBERS' AREA PASSWORD CHANGES ALL CONVENTION RELATED FORMS POSTED TO THE WEBSITE	MONDAY, JANUARY 30, 2023	WWW.IAJHSC.ORG IN THE MEMBERS' AREA
YOU MAY BEGIN MAKING YOUR ROOM RESERVATIONS AT EITHER THE CROWNE PLAZA HOTEL OR THE HOLIDAY INN EXPRESS	MONDAY JANUARY 30, 2023	CALL <u>DARLENE SIDWELL</u> AT <b>217-585-2871</b> TO MAKE YOUR RESERVATIONS FOR <b>EITHER HOTEL.</b> SHE IS THE ONLY ONE WHO CAN TAKE OUR RESERVATIONS. LEAVE A DETAILED MESSAGE IF SHE DOES NOT ANSWER. YOU MUST IDENTIFY YOURSELF AS PART OF THE IAJHSC BLOCK TO GET OUR RATE.
STUDENT WRITTEN ARTICLE FOR HONOR COUNCIL AWARD	<b>SUBMITTED NO LATER THAN</b> <b>FRIDAY, MARCH 10, 2023</b>	EXECUTIVE.DIRECTOR@IAJHSC.ORG
LAST DATE ANY <b>EMAIL CONFIRMATIONS</b> NEEDED FOR HONOR COUNCIL AWARD POINTS WILL BE SENT	FRIDAY, MARCH 17, 2023	LAST DATE ANY <b>EMAIL CONFIRMATIONS</b> NEEDED FOR HONOR COUNCIL AWARD POINTS WILL BE SENT
DISTRICT REP INTENT FORM ADULT DIRECTOR INTENT FORM	<b>RECEIVED BY</b> FRIDAY, MARCH 17, 2023	MR. BOB HAYES IAJHSC ASSISTANT EXECUTIVE DIRECTOR 18031 66th CT TINLEY PARK IL 60477-4104
IAJHSC STATE SERVICE PROJECT DONATION FOR HONOR COUNCIL AWARD POINT	<b>RECEIVED BY</b> FRIDAY, MARCH 17, 2023	MR. BRUCE A. SMALL IAJHSC EXECUTIVE DIRECTOR 405 SOUTH STREET GALENA, IL 61036-2525
CONVENTION REGISTRATION FORM FOR HONOR COUNCIL AWARD POINT	<b>RECEIVED BY</b> FRIDAY, MARCH 17, 2023	MR. BRUCE A. SMALL IAJHSC EXECUTIVE DIRECTOR 405 SOUTH STREET GALENA, IL 61036-2525

WHAT	WHEN	WHERE
<p><b>HONOR COUNCIL AWARD APPLICATION</b></p> <p>COMPLETED CORRECTLY WITH ALL DOCUMENTATION INCLUDED ~ MISTAKES OR MISSING DOCUMENTATION WILL RISK LOSING THE AWARD</p>	<p><b>RECEIVED BY</b></p> <p>FRIDAY, MARCH 31, 2023</p>	<p>MS. MARY SHARP IAJHSC HONOR COUNCIL COORDINATOR 1589 CARVER CIRCLE BOURBONNAIS IL 60914-4712</p>
<p><b>LAST DAY TO MAKE HOTEL RESERVATIONS IN OUR BLOCK AT THE CONVENTION RATE</b></p>	<p>FRIDAY, MARCH 24, 2023</p>	<p>SEE OTHER SIDE FOR RESERVATION INFORMATION</p>
<p><b>CONVENTION REGISTRATION FORM</b> (IF HONOR POINT NOT NEEDED)</p> <p><b>CONVENTION SHIRT ORDER PLACED ONLINE</b></p> <p><b>ADVISOR'S PROFILE FORM</b></p> <p><b>OUTSTANDING STUDENT COUNCIL MEMBER FORM</b></p>	<p><b>RECEIVED BY</b></p> <p>FRIDAY, MARCH 24, 2023</p> <p><b>NO REGISTRATION REFUNDS AFTER</b></p> <p>FRIDAY, MARCH 31, 2023</p>	<p>MR. BRUCE A. SMALL IAJHSC EXECUTIVE DIRECTOR 405 SOUTH STREET GALENA, IL 61036-2525</p>
<p><b>IAJHSC STATE SERVICE PROJECT DONATION</b> FOR RECOGNITION AT CONVENTION BUT NOT FOR AN HONOR POINT</p>	<p><b>RECEIVED BY</b></p> <p>FRIDAY, APRIL 14, 2023 OR AT CONVENTION</p>	<p>MR. BRUCE A. SMALL IAJHSC EXECUTIVE DIRECTOR 405 SOUTH STREET GALENA, IL 61036-2525</p>
<p><b>IAJHSC STATE SERVICE PROJECT DONATION</b> FOR DONATION TO CURRENT CHARITY BUT NOT FOR AN HONOR POINT</p>	<p><b>RECEIVED BY</b></p> <p>FRIDAY, JUNE 30, 2023</p>	<p>MR. BRUCE A. SMALL IAJHSC EXECUTIVE DIRECTOR 405 SOUTH STREET GALENA, IL 61036-2525</p>
<p><b>IAJHSC STATE SERVICE PROJECT DONATION</b> DONATED TO NEXT YEAR'S SSP WITH NO HONOR POINT AWARDED</p>	<p><b>RECEIVED AFTER</b></p> <p>FRIDAY, JUNE 30, 2023</p>	<p>MR. BRUCE A. SMALL IAJHSC EXECUTIVE DIRECTOR 405 SOUTH STREET GALENA, IL 61036-2525</p>

SHOULD YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE DO NOT HESITATE TO CONTACT THE EXECUTIVE DIRECTOR AT ANY TIME. IT IS BETTER TO GET ANSWERS TO YOUR QUESTIONS THAN IT IS TO GUESS AND TAKE THE CHANCE OF MISSING A DEADLINE OR SUBMITTING YOUR FORMS INCORRECTLY. WE HAVE BEEN NEAR SEATING CAPACITY AT CONVENTION FOR THE LAST SEVERAL YEARS. DON'T RISK MISSING OUT ON THIS TREMENDOUS OPPORTUNITY FOR YOUR COUNCIL BY WAITING TOO LONG OR UNTIL THE LAST MINUTE TO COMPLETE AND MAIL CONVENTION MATERIALS!

BRUCE A. SMALL, IAJHSC EXECUTIVE DIRECTOR  
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815-266-1980

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