



MEMBERSHIP APPLICATION

International Institute of Municipal Clerks

8331 Utica Ave., #200 • Rancho Cucamonga, CA 91730 • (909/944-4162) • FAX (909/944-8545)

PLEASE COMPLETE ENTIRE FORM PRIOR TO RETURNING TO IIMC

Mr. Ms. Name _____ Title _____

Municipality (city/village/town) _____ Municipal Pop. _____ Municipality Website _____

Mailing Address _____ Shipping Address _____

Municipality _____ State/Province _____ ZIP/Postal Code _____

Business Phone () _____ FAX () _____ Country _____

Work E-mail _____ Home E-mail _____

Home Address _____ Home Phone () _____

City _____ State/Province _____ ZIP/Postal Code _____

I was previously an IIMC member in: (Municipality) _____ (State/Province) _____

Enclosed is CHECK for \$ _____ (payable in U.S. Funds to IIMC) Signature _____ Date _____

AE/VISA/MC# _____ Exp. date _____ Signature _____ Total amount charged _____

I hereby swear & affirm I am eligible for the membership classification of _____ (insert member type)

Signature _____ Date _____

YES, I work for a Legislative Government Body (LGB) -- Attach Job Description

I replaced _____ Title _____

How did you hear about IIMC? Institute Postcard Peer State/Provincial Association Website

MEMBERSHIP DEFINITIONS

11/08

FULL MEMBER

Full members are Municipal Clerks, City Secretaries, Recorders, Legislative Administrators and Directors of Corporate Services and/or an individual who serves a Legislative Government Body (LGB) in an administrative capacity with management responsibilities and whose duties include four of the following: • General Management • Records Management • Elections • Meeting Administration • Management of by-laws, Articles of Incorporation, ordinances or other legal instruments • Human Resources Management • Financial Management • Custody of the official seal and execution of official documents.

ADDITIONAL FULL MEMBER

Additional Full Members are fully qualified members from the same organization. This would essentially be Deputy Clerks within the same City, but could be other individuals provided they would qualify under the definition of Full Member. A city must have one Full Member before they would be eligible to have Additional Full Members.

ASSOCIATE MEMBER

Associate Members are individuals serving a legislative body in a capacity not previously defined. In other words if someone serving a legislative body does not qualify for Full Membership they would be able to join as an Associate Member. Associate members DO NOT have the right to vote, hold office or obtain certification, but they can take advantage of education programs and should they eventually assume the job of Clerk or Deputy, they could then apply for certification. A Full Member who is in transition (between jobs) would automatically become an Associate Member until they reassume the position of Clerk. Associate members would also pay a lower fee.

CORPORATE MEMBER

Corporate Members are those companies that find it advantageous to be affiliated with IIMC. They would not have any voting rights nor could they hold office or be certified.

Full Member Population
• up to 20,000 -- \$125
• 20,001 to 200,000 -- \$165
• Over 200,001 -- \$225
• Outside North America -- \$50

ANNUAL DUES
A portion of your annual dues (\$12) goes toward publishing the monthly News Digest.

• Additional Full Member \$75
• Associate Member \$75
• Retired \$25
• Corporate Member \$600
• Overseas Associate Member \$50