



SAMPLE REPORT OF MEMBERSHIPS TRANSFERRED TO/FROM A CHAPTER

IMPORTANT: Whenever a chapter transfer is made, it is expected that the CEC member is fully aware of this change.

Chapter Name: _____

Chapter Number: _____ State/Province: _____

Directions: Please print the name, member identification number, and state or province for each member who is to be transferred to another chapter. If you are moving an entire chapter to another, you do not need to list each member's name and can write "All members from Chapter ###: Move to Chapter ###." If the chapter is being disbanded by the state/provincial unit, include this list with the state/province's letter to CEC.

Member's Full Name	ID#	State/ Province	Transfer to Chapter #

Send completed form to membership@cec.sped.org.