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Chapters: Application for Permission to Form a Chapter, By-laws for Chapters

American Institute of Accountants

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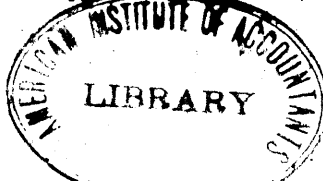
American Institute of Accountants

CHAPTERS

Application for permission to form a chapter.

By-laws for chapters.

Forms approved by the Council, 1923.



**FORM OF BY-LAWS FOR CHAPTERS
OF THE
AMERICAN INSTITUTE OF ACCOUNTANTS**

ARTICLE I.—Name.

Section 1. This organization shall be known as the.....

Chapter of the American Institute of Accountants.

ARTICLE II.—Objects.

Section 1. The objects of this chapter shall be to forward the interests of the American Institute of Accountants and aid and assist in carrying out its objects and purposes within the territory served by this chapter and to promote the interests of the members of this chapter in all matters relating to their successful practice of the profession of accountancy.

ARTICLE III.—Membership.

Section 1. Membership in this chapter shall be divided into two (2) classes, to be known as **members** and **associates**, and shall be confined to the members and associates of the American Institute of Accountants.

ARTICLE IV.—Directors.

Section 1. The affairs of the chapter shall be governed by a board of five (5) directors, who shall be elected at the annual meeting of the members and who shall serve for a term of one year.

Sec. 2. The board of directors shall meet at such time or times as in the opinion of a majority of the board may be necessary.

ARTICLE V.—Officers.

Section 1. The officers of this chapter shall consist of a president, vice-president, secretary and treasurer, to be elected by the board of directors from their number, and their term of office shall be one year.

Sec. 2. One person may be elected to hold the offices of secretary and treasurer, should that course seem to be desirable to the members of the chapter.

ARTICLE VI.—Duties of Officers.

Section 1. The president shall preside at all meetings of the chapter and shall act for it in all matters where executive action is required and authorized by the board of directors.

Sec. 2. The vice-president shall perform the duties of the president in the event of his absence or disability.

Sec. 3. The secretary and treasurer shall perform the duties ordinarily attaching to such offices.

ARTICLE VII.—Subsidiary Bodies.

Section 1. This chapter may organize subsidiary bodies, the membership of which shall be composed exclusively of persons engaged in the work of public accountancy, who are not members of the American Institute of Accountants but intend to adopt accountancy as a profession and have expressed a purpose of becoming members of the American Institute of Accountants when their preparation for such membership shall have been completed.

ARTICLE VIII.—Meetings.

Section 1. Regular meetings of the chapter shall be held on the.....of each month, and the meeting to be held on the.....of the month of.....shall be the annual meeting at which directors are elected.

Sec. 2. Special meetings of the chapter may be called by the president or secretary when, in the judgment of either, such special meeting is necessary and the president or secretary shall call a special meeting whenever either is requested so to do by three members of the board of directors or by seven members of the chapter. The object of any special meeting shall be stated in the call and the business of the meeting shall be restricted to the object stated.

ARTICLE IX.—Amendments.

Section 1. Amendments to these by-laws may be proposed to the council of the American Institute of Accountants and shall become effective only after receiving the approval of said council.