

ite INSTITUTE OF TRANSPORTION ENGINEERS

Section Annual Report

for the period January 1, ____ to December 31, ____
for the _____ Section

Officers:

Current Officers and Committee Chairs:

President	_____
Vice President	_____
Secretary	_____
Treasurer	_____
Technical Chair	_____
Membership Chair	_____
Legislative Coordinator	_____
Student Chapter Coordinator	_____
Others:	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Membership:

Number	Membership Grade	Section Annual Dues Rate
_____	Honorary	\$ _____
_____	Fellow	\$ _____
_____	Fellow Life	\$ _____
_____	Fellow Retired	\$ _____
_____	Member 10	\$ _____
_____	Member	\$ _____
_____	Member Life	\$ _____
_____	Member Retired	\$ _____
_____	Associate 10	\$ _____
_____	Associate	\$ _____
_____	Associate Life	\$ _____
_____	Associate Retired	\$ _____
_____	Institute Affiliate	\$ _____
_____	Institute Affiliate Retired	\$ _____
_____	Student Member	\$ _____

Section Affiliates [List Each Type]:

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Financial:

Does your section have a Federal Employer Identification Number?

Yes No

If yes, what is the number? _____

Balance of Funds on hand at the Beginning of the Reporting Period: \$ _____

Income for the Reporting Period:

Membership Dues	\$ _____
Gross Income from Meetings	\$ _____
Investment Income	\$ _____
Advertising Income	\$ _____
Other Principal Sources of Income (please list below):	
	\$ _____
	\$ _____
	\$ _____
	\$ _____

Total Income: \$ _____

Expenditures for the Reporting Period:

Newsletter Printing/Postage	\$ _____
Travel	\$ _____
Meetings	\$ _____
Special Projects	\$ _____
Awards	\$ _____

Other Expenditures:	
	\$ _____
	\$ _____
	\$ _____
	\$ _____
Total Expenditures:	\$ _____

Net Income (Expense) \$ _____

Balance of Funds on hand at the End of the Reporting Period: \$ _____

Was there a change in the Section Bylaws during this reporting period? (If yes, please attach a copy of the new bylaws.)

Yes No

Technical Activities:

List Projects underway by title and, if available, provide expected date of completion:

List Projects by title which were completed during this reporting period and, if available, attach a copy of the report:

Legislative Activities during this reporting period:

Meetings held during this reporting period:

Date: _____ Location: _____
Purpose: _____ Attendance: _____

Date: _____ Location: _____
Purpose: _____ Attendance: _____

Date: _____ Location: _____
Purpose: _____ Attendance: _____

Date: _____ Location: _____
Purpose: _____ Attendance: _____

Date: _____ Location: _____
Purpose: _____ Attendance: _____

Date: _____ Location: _____
Purpose: _____ Attendance: _____

Student Chapter Activities during this reporting period:

Awards Presented during this reporting period:

Award Name: _____
Recipient's Name: _____

Purpose of Award: _____

Form of the Award: _____
Award Name: _____
Recipient's Name: _____
Purpose of Award: _____

Form of the Award: _____

Award Name: _____
Recipient's Name: _____
Purpose of Award: _____

Form of the Award: _____

Award Name: _____
Recipient's Name: _____
Purpose of Award: _____

Form of the Award: _____

Send Annual Report to: Heather Talbert, Outreach Associate
Institute of Transportation Engineers
htalbert@ite.org (email)