**PROCEDURE FOR TRANSFER OF CECO MEMBERSHIP (60 PLUS)**

The following is the procedure for the reissue of CECO Membership in accordance with the CECO Bylaw Article IV – Members, Section 7(c) Option 2. Approved: June 20, 2020.

* The Certificate Holding Member who is 60 years of age of older, and has been a Member in good standing for 3 years may elect to surrender the original certificate and have the three hundred dollars ($300) refunded. A service annuitant membership would then be issued and the member would no longer have to pay CECO dues or any assessments, but would have full membership privileges except that of voting or holding office. The service annuitant would have to pay a registration fee of fifty dollars ($50) each year payable by March 1, or the membership would be terminated. Upon death of the Service Annuitant the membership would automatically be cancelled.

 **ENCLOSED PLEASE FIND THE FOLLOWING FORMS:**

* REQUEST FOR TRANSFER OF CECO MEMBERSHIP 60 PLUS (**SA-1**) to be filled out by the Member
* APPLICATION FOR REISSUE MEMBERSHIP FORM (**M-3**) to be filled out by the Member’s family member applying for the Membership.
* APPLICANT QUESTIONNAIRE (**M-2**) to be filled out by the Member’s family member applying for the Membership and (**SA-4**) to be filled out by the SA.
* BOAT REGISTRATION FORM to be filled out and signed by the new member, if you own a boat.

**ALONG WITH THE COMPLETED FORMS THE TRANSFERING MEMBER WILL NEED THE FOLLOWING:**

* Original CECO Membership Certificate issued to the Member.
* Guest Pass issued to the Member (current year)
* Decals issued to the Member (current year)
* CECO Key(s) issued to the Member (retain and bring to bylaws review meeting).
* Copy of Member’s Birth Certificate

**ALONG WITH THE COMPLETED FORMS THE NEW MEMBER WILL NEED THE FOLLOWING:**

* Copy of the new Member’s State Certified Birth Certificate.
* Copy of the new Member’s current Driver’s License.
* Note: If the New Member is an AM Member you will need to bring your AM CECO keys and any decals/guest pass, etc. to the bylaw review meeting.

  **RETURN FORMS TO: KAREN BLOCK, Secretary/Treasurer**

 **2414 BYRUM BLVD.**

 **JOLIET, IL 60431-1004**

 **(815)-530-1817 - ksblock@comcast.net**

After receiving all of the required documents, you will be notified the date, time and place of the bylaws review meeting. Both the Member and the Associate Member must attend the bylaw review meeting.

 **AT THE TIME OF THE MEETING the New Member will need to have a check for $1025.** This amount is the initiation fee of $500 which is not refundable, a fee of $300 for the certificate which is refundable and $225 dues.

Make checks payable to **CECO EMPLOYEES RECREATION ASSN., INC.**