

**October 1, 2016**

**TO BRANCH/DISTRICT PRESIDENTS AND DISTRICT DEPUTIES:**

The following information is now available on the Web Site for you to download, review and share with your officers and members:

- 1) 2017 Branch (or District) Officers' List (please complete and **mail to the I.C.F. Office by December 1, 2016.**)
- 2) Bollettino Christmas Greeting Flyer (**submit ads to the I.C.F. Office by November 10, 2016.**)
- 3) Letter Requesting Donations for the Earthquake in Italy.
- 4) Letter regarding 2017 Calendars.
- 5) Letter regarding 2017 Branch Heritage Program.
- 6) Letter regarding 2017 Workshops.
- 7) Structure of the Italian Catholic Federation.
- 8) Branch Dues Schedule Form for 2017 and Explanation Sheet for the Breakdown of the Dues.
- 9) District Bishop's Day Report - for District President's.
- 10) District Deputy Award Letter - for District Deputies.
- 11) Deputy of the Year Nomination Form - for District Deputies.
- 12) In Touch Newsletter - for District Deputies. This is also available through the Member's Area for Branch Deputies or Members to access.
- 13) Membership Statistical Report Ending 9/30/16 - available for review if you want to see the Membership Activity for the Federation, your District or Branch. The new Membership Report began 7/1/16.
- 14) Cover Letter sent to the Branch Financial Secretaries.
- 15) Hospitalization Plan Fact Sheet - sent to the Branch Financial Secretaries.
- 16) Monetary Donations Reminder - sent to the Branch Financial Secretaries

\*\*\* The Branch Liability Insurance Premium Bills were recently mailed to the Branch Financial Secretaries. Payments must be submitted by December 31<sup>st</sup>.

As the end of the year approaches, the entire office staff thanks your officers and members for another successful year. Wishing you God's continued blessing.