



UNITED STATES DRESSAGE FEDERATION™

USDF

Membership Information for Group Member Organizations

General Requirements

- 1) Each USDF GMO must have submitted members' names and matching dues to USDF by **December 1** to remain an active GMO.
- 2) Each GMO must submit a copy of their newsletter to USDF and to their Regional Director. **The Dressage Foundation** has requested and would appreciate being added to your newsletter mailing list.
 - a) The first page of the newsletter and the membership application must include the following two statements:
 - i) *[Name of organization] is a USDF Group Member Organization (GMO) and all members are automatically USDF Group Members (GMs).*
 - ii) *For USDF Participating Membership, members must apply directly to USDF.*

Membership Requirements

- 1) The USDF Group Membership (GM) year is **December 1 to November 30**.
- 2) The membership contact for each GMO will be e-mailed a roster of current members on file with USDF. A hard copy will be mailed upon request.
 - a) The roster will be sent out in **September**.
 - i) Initial rosters are due to the USDF office by **December 1** and are considered delinquent if not postmarked by or on **December 1**.
 - ii) Payments for the initial roster are due to the USDF office by **December 1** and are considered delinquent if not postmarked by or on **December 1**.
 - iii) The annual fee for each individual/primary family member of the GMO to be listed as a Group Member with the USDF is \$25.
 - iv) The annual fee for each supporting family member of the GMO to be listed as a Group Member with the USDF is \$12.
 - v) Proper payment must be received in the USDF office before the roster will be updated in the USDF database.
 - vi) Membership rosters **AND** payments received after **December 1** are considered delinquent and a late fee will be assessed.

b) The current roster of each GMO is posted on USDF's Web site, www.usdf.org.

i) Corrections can be made by contacting the USDF GMO coordinator at gmo@usdf.org.

3) Late penalties are based on the previous year's membership total and are broken down into four categories, depending on the Group Member Organization (GMO) size. Please refer to the USDF Policies & Procedures, which can be found on the USDF Web site, for late fee assessment details.

- Group of fewer than 75 members Penalty Fee - \$25.00
- Group of 75-174 members Penalty Fee - \$50.00
- Group of 175-499 members Penalty Fee - \$100.00
- Group of 500 or more members Penalty Fee - \$500.00

4) The number of members a GMO has on file with USDF as of **September 1** determines how many votes the GMO will be allotted at the Board of Governors Meeting at the Adequan®/USDF Annual Convention.

5) Corrections and additions to the membership roster, together with the appropriate fees, must be filed with USDF at least quarterly during the membership year.

- a) Monthly submission is highly encouraged. This ensures that the new members receive their membership card and USDF number, along with their monthly issues of the USDF Connection magazine as soon as possible.
- b) Supporting family members do not receive an individual mailing of the USDF Connection magazine.