



Calling Organization Leaders Prepare to Lead the Democratic Way!

Leaders of organizations must possess the democratic process (parliamentary procedure) to effectively protect all members, while managing the meeting process. The Virginia State Association of Parliamentarians will provide a review session to prepare you to pass the test so that you can become a member of the professional organization that provides parliamentary procedure to the world.

Sponsor: **Virginia State Association of Parliamentarians**

Date: Saturday, March 30, 2019

Time: 9:30 AM-4:00 PM

Place: Virginia Union University, L. Douglas Wilder Library & Learning Resource Center
1500 N. Lombardy Street, Richmond, Virginia 23220



Fee Required: \$110.00 This includes the fee for the test and membership in the National Association of Parliamentarians, boxed lunch and *Robert's Rules of Order Newly Revised In Brief, 2nd edition*.

Deadline: March 1, 2019

**Contact: Mrs. Margie Booker, PRP (Professional Registered Parliamentarian)
President at 804 795-2421**

To Participate: *Submit this form with the required fee. Once the fee is received, you will receive a materials package to study and bring to the session. Make the check payable to VSAP, and write in the memo line, "for class and test."*

Full Name _____ Email Address _____

Address _____ City/State/Zip _____

Telephone Number _____ Cell Phone Number _____

Organization you are representing _____

Mail check to: **VSAP Deadline: March 1, 2019**

6106 Phelps Street, Glen Allen, VA 23060