

## **NABCJ Important Dates and Time Line**

January 1	Beginning of Fiscal Year
January 15	Pen and Pencil Project Kickoff
January 31	Deadline for submission of conference workshop forms to Lillie Hopkins
February 15	Postmark deadline for Chapter affiliation dues  (Chapters submitting fees by the deadline pay \$150, the annual affiliation fee for the Fiscal Year of January 1 through December 31, which are received and/or postmarked after February 15 will be charged \$175. Chapter submitting fees after April 1 will be charged \$200 for affiliation dues.)
February 15	Student Chapter Fees (\$50) due
<b>March 5</b>	<b>Board Members Activity Reports Due Chapter Presidents Reports Due</b>
March 10	Articles for The Commitment Due
March 31	Postmark deadline for Thurgood Marshall Scholarship Applications
March 31 - April 2, 2006	Board Meeting/Presidents' Council Meeting - St. Louis, Missouri
May 1	Postmark deadline for NABCJ Conference Award submissions
May 1	Final Conference Brochure & Registration Form
May 1	Articles for The Commitment Due
May 12	Deadline for Submission of Information for the State of NABCJ Report
May 27	Deadline for Awards Committee Decisions
May 31	Lifetime Membership final payment due for recognition at Conference (There will be no exceptions. Chapters should have members submit payment by May 15th)

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May 31	Last date for new/renewal memberships to receive conference registration fee (There will be no exceptions. Chapters should have members submit payment by May 15th)
June 1	Deadline for Hotel Reservations
June 1	Postmark deadline for conference ads <b>Black &amp; White Camera Ready Only</b>
<b>June 5</b>	<b>Board Members Activity Reports Due</b>
June 14	Postmark deadline for fees for conference ads Each chapter is responsible for a full page ad (\$100) Chapters should send their ads and the money for the ads to the National Office (Please disregard instructions to send payment to Marcus Benjamin)
<b>June 15</b>	<b>Deadline for Conference Pre Registration</b>
June 15	Last date for Hotel Cancellations - Must be in writing
June 15	Chapter Annual Reports Due
June 15	Postmark Deadline for Regional Representative Nominations
<b>July 5</b>	<b>Board Members Activity Reports Due</b>
<b>July 16 - 20, 2006</b>	<b>32<sup>nd</sup> Annual Training Institute and Conference - Denver, Colorado</b>
July 19	Presidents Council Chapter Assessment Due
September 10	Articles for The Commitment Due
<b>October 5</b>	<b>Board Members Activity Reports Due</b>
<b>October 2</b>	<b>Chapter Presidents Reports Due</b>
October 6-8	National Board and Presidents Council Meeting TBD
November 15	First Mailing for 2007 Conference Brochure

**NABCJ Time Line**  
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December 1	Deadline for Committee Budget Requests
December 1	Committee Administrative Directives Due
December 1	Pen and Pencil Project ends
<b>December 5</b>	<b>Board Members Activity Reports Due</b>
December 31	Committee Reports Due
December 31	End of Fiscal Year