



<u>2016</u>	DESCRIPTION
AUGUST	
1	<ul style="list-style-type: none">ASPE Fiscal Year Begins.Chapter Officers take office.
12-13	<ul style="list-style-type: none">Standards Committee Meeting at Society Business Office
31	<ul style="list-style-type: none">Members suspended from Membership if not renewed.
SEPTEMBER	
1	<ul style="list-style-type: none">Deadline for October <i>Estimating Today</i> articles to Society Business Office.
12	<ul style="list-style-type: none">Chapter Reports due to Regional Governor for October Board of Directors Meeting reports.Committee and Technical Committee Chairs progress reports due to their respective Vice President and Society Business Office.
26	<ul style="list-style-type: none">Last day for Board of Director reports to Society Business Office for October meeting board books.
OCTOBER	
6	<ul style="list-style-type: none">Deadline for November <i>Estimating Today</i> articles to Society Business Office.
21-22	<ul style="list-style-type: none">Board of Directors Meeting at Society Business Office.
NOVEMBER	
3	<ul style="list-style-type: none">Deadline for December <i>Estimating Today</i> articles to Society Business Office.
DECEMBER	
1	<ul style="list-style-type: none">Deadline for January <i>Estimating Today</i> articles to Society Business Office.
15	<ul style="list-style-type: none">Last day to submit Proposed Amendments to the Bylaws Committee.

<u>2017</u>	DESCRIPTION
JANUARY	
5	<ul style="list-style-type: none">Deadline for February <i>Estimating Today</i> articles to Society Business Office.
10	<ul style="list-style-type: none">Last Day to submit Applications for Certification for Cycle 1 (Winter)
13-14	<ul style="list-style-type: none">Certification Committee Meeting at Society Business Office.
TBD	<ul style="list-style-type: none">Education Committee Meeting at Society Business Office.
FEBRUARY	
1	<ul style="list-style-type: none">Last day for nomination of candidates for Board of Directors to Society Business OfficeDeadline for March <i>Estimating Today</i> articles to Society Business Office.
7	<ul style="list-style-type: none">Chapter Reports due to Regional Governor for March Board of Directors Meeting reports.Committee and Technical Committee Chairs progress reports due to their respective Vice President and Society Business Office.
24	<ul style="list-style-type: none">Last day for Board of Trustee reports to Society Business Office for March meeting board books.Deadline for Bylaws Committee to submit Proposed Bylaw Amendments to SBO for March Board Meeting books.

MARCH

- 1
 - Last day for Society Business Office to confirm qualifications of candidates for election to the Board of Directors.
 - Last day for Society Business Office to determine the voting body for the election of Board of Directors.
 - Deadline for April *Estimating Today* articles to Society Business Office.
- 15
 - Last day to issue ballots to eligible voters.
 - Deadline to submit "*Intent to Submit*" form for Award Submittals.
- 10-11
 - Board of Directors Meeting at Society Business Office.
- 31
 - Last day to vote in the Board of Directors election.

APRIL

- 6
 - Deadline for May *Estimating Today* articles to Society Business Office.
- 1-30
 - Election of Chapter Officers must be held.
- 15
 - Nominations for Estimator of the Year, Fellow, and Honorary Member due to Society Business Office.
 - Nominations for Legacy Awards, Chapter Champion Award and Technology Award due to Society Business Office.

MAY

- 1
 - Society Business Office begins invoicing 2017-2018 Membership Dues Renewals.
 - Last day to announce Board of Directors election results.
 - Nominations for Chapter President of Year and Chapter Achievement Awards due to Society Business Office.
 - Deadline for chapters to submit chapter elections result form to Society Business Office.
- 27
 - Last day for Chapter Reports to Governors for Annual Meeting reports.
 - Committee and Technical Committee Chairs Annual Report due to their respective Vice Pres' and SBO.

JUNE

- 12
 - Annual Board Reports Due to Society Business Office for Annual Meeting Books.

JULY

- 5
 - Deadline for August/September *Estimating Today* articles to Society Business Office.
- 10
 - Last day to submit Applications for Certification for Cycle 2 (Summer)
- 12-15
 - Annual Meeting & Estimators' Summit - Denver, Colorado
- 15
 - 2017-2018 Board of Directors take office.
- 31
 - **Fiscal Year End** – Renewal Dues due to Society Business Office.
 - CPE Expiration Date(s). **Check your certificate expiration date for compliance.**