

Request to Establish a New Special Interest Group (SIG)

This form may be completed online and submitted to the MAC/SIG Coordinator. It may also be printed and mailed or faxed to the MAC/SIG Coordinator. The deadline is July 1 of the year preceding the Annual Meeting at which you propose to meet for the first time.

Mailing Address:

Fax:

Proposed Name for SIG:

First Year SIG Chair:

Email Address:

Phone:

Please provide the following information in the space below or attach it as a separate document:

1. The perceived need for your proposed new SIG.
2. Your target audience and projected number of participants.
3. Your method for developing a three-year leadership plan.
4. A draft purpose statement for your SIG. Samples from other SIGs can be found at www.ameriburn.org/about_SIGs.php.

I have read the Guidelines for Establishing a New SIG and the Special Interest Group (SIG) Chairperson's Responsibilities, General Guidelines and Helpful Hints and am prepared to fulfill the requirements of Chair for the first year.

Signature

Date

For Membership Advisory Committee use only.

Date Received by MAC: _____

MAC Chair Approval Date: _____ By: _____

Board of Trustees Approval Date: _____ By: _____

Date SIG Chair notified of acceptance or rejection: _____