

Guidelines For "Life Membership" In PEI Women's Institute

1. A citation is required, outlining the Contributions to a WI Branch and Institute work in general, over a period of twenty years or more. Membership is the basic requirement for Life Membership.
2. It is the responsibility of the Women's Institute branch that honors a member with a life membership to pay her annual dues until she reaches the age of 80 years or leaves that branch.
3. The citation should summarize the reasons why the Branch wants to honor one of its members with a Life Membership. A citation must include the following:
 - *The person's full name.*
 - *Reasons for Nomination. This should be a short citation of approximately 200 - 250 words explaining **why** this particular nominee has been chosen. The citation should stress the contribution the nominee has made to the work of Women's Institute in the community. Length of service should not in itself constitute grounds for awarding a Life Membership.*
 - *The actual work done, offices held and other services rendered to the Women's Institute.*
 - *Citation should be ready to print.*
4. Life Membership must be recommended by the local branch, and approved by the Provincial Board of Directors. If Life Membership details are not complete (a citation does not fully meet the above requirements) when submitted, the Provincial Board may ask the Branch for further information.
5. Application forms are available at the PEI Women's Institute Office, 40 Enman Crescent or a printable version may be found on the PEI Women's Institute website: www.womensinstitute.pe.ca
6. Application form and complete citation ***must be*** submitted to the Provincial Board at least **(four)** weeks before certificate and pin are granted. [If possible, an emailed copy of the complete citation would be appreciated as well.]
7. Cost of Life Membership is \$50. Please enclose payment with application form.
8. The citation ***will not*** be placed in the Official Records until a picture of the Life Member is received by the PEI Women's Institute Office. ***(Be sure to clearly identify pictures).***
9. To present Life Membership Pins, please contact the WI office to make arrangements for a Provincial Board member of your choice to attend.



Application For Life Membership

Name of recipient _____ Number of years of service _____
Branch _____ Branch President's Signature _____
Date of Presentation _____

Office Use Only

Date Received _____ ***Method of Payment*** _____