



International Code Council
Eastern Regional Office
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Dear Chapter Officer:

Important ICC Chapter deadlines are listed below. Please remember:

Beginning in 2020, the ICC Chapter Annual Report application includes the Chapter of the Year Awards application. All reports must be submitted online. As a Chapter Leader, you may log in to your myICC page and click on "Chapters." Follow the prompts to "Add Annual Report."

When you choose to complete the two-part report, your Chapter will be eligible for all benefits programs, including your Chapter Education Benefit Day, the Chapter Rewards Program, and the Chapter Awards program.

The new deadline for completing the application each year is March 15.

The deadline for other awards such as Community Service, Code Official of the Year, Fire Service Award and others will be announced at least 120 days prior to the date of presentation (traditionally at the Code Council Annual Conference). You may wish to nominate someone for any of the awards available for application.

You may also wish to nominate someone for an ICC Honorary Membership. Information will be announced at the same time as the awards nominations application.

Don't forget that Building Safety Month is May each year. If you wish to receive two complimentary Building Safety Month posters, email your request, including your mailing address, to chapters@iccsafe.org.

As always, if you have questions or comments, please contact me at 888-ICC-SAFE (888-422-7233) x5268 or chapters@iccsafe.org. I look forward to hearing from you.

A handwritten signature in black ink that reads "Karla Price Higgs". The signature is written in a cursive, flowing style.

Karla Price Higgs
Vice President, Member Services
International Code Council