



Chapter Kit – Supply Checklist

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| ☐ Confidential Protected Document | |
| ☐ Insurance Document | |
| ☐ Chapter Commitment of Integrity | |
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| ☐ Letter size LeTip logo laminated | ☐ Tip Bucket |
| ☐ Letter size Creed laminated | ☐ USA Flag (Canada no Flag) |
| ☐ Poker Folder | ☐ Tip Forms (1 pk) |
| ☐ Org Chart – Board/Committee | ☐ Escrow Forms (1 pk) |
| ☐ Flip Chart | ☐ Guest labels (50 pk) |
| ☐ Meeting room layouts | ☐ Alternate member labels (25 pk) |
| ☐ Guest Register sample (LeTip Wired) | ☐ Creed Cards (50 pk) |
| ☐ USA Flag etiquette | ☐ LeTip Brochure (25 handouts) |
| ☐ Badge presentation script | ☐ Call Bell |
| ☐ Board & Committee member scripts | ☐ Voting Ballots (2) |
| ☐ Wired Attendance Report (Sample) | ☐ Business Mixer Pad (2) |
| ☐ Wired Tip Report (Sample) | ☐ Top Tipper Tag (1 yr set) |
| ☐ Wired Application – How to send | ☐ Top Tipper of the year (1) current |
| ☐ Wired Application – How to approve | ☐ Board/Committee tag set |
| ☐ Top 50 category list | ☐ Chater member tag (1) sample |
| ☐ Confirmation of Reservation | |
| ☐ Ethics Rules & Regulations | ☐ How to order supplies (webstore) |
| ☐ Multi-level Marketing Agreement | |

The chapter supply kit is valued over \$300 and issued once at no initial cost to a new LeTip chapter.

Many of the items can be found online at www.letipwired.com under the document library. The items on the right-side of the list can also be ordered through our webstore. A link to our store can be found in LeTip Wired or www.letipwebstore.com. Some of the items are free, and the chapter just covers a shipping fee. We will adjust an order based on its size to send it the most cost effecient way to save the chapter money.

If you need a username and password to www.letipwired.com, contact LeTip (800) 255-3847