

**GMJA Guidelines/Rules**  
**Approved: 2/28/16**

**REQUESTS FOR GMJA FINANCIAL APPROPRIATIONS OR SPONSORED EVENTS:**

1. Suggestions and ideas on how GMJA should spend its monies or requests for sponsoring an event/show shall be submitted in writing to the current GMJA Chairperson. Information must include specific details such as potential benefit to the membership, and estimated costs and/or budget. All suggestions must be dated and signed.
2. The Executive Committee will review and evaluate all suggestions and the General Membership will approve or disapprove the suggestions. Members submitting suggestions will be notified of the proposal's outcome, providing reasons if not accepted.
3. Ideally, a workshop, field trip, or show should be self-supporting. These are only open to members up to one month prior to the date of these activities; after that time, available spaces may be filled by non-members. People signing up for workshops must pay the deposit or fee at the time they sign up.
4. There will be no refunds for people canceling their spot for workshops. If unable to attend, participants may find a replacement for their spot.
5. Shows shall follow show specific signup/cancellation rules, established by the show committee members.