

Chapter Reminders

(Revised: 10/20/2024)

Document owner: State OHC President

Contact info: president@ohconline.com or go to <https://ohconline.com/Leadership> to find the current officer or committee chair phone number.

OHC COUNTY CHAPTERS A FEW REMINDERS!

Please remember these important deadlines:

BY DECEMBER 31 EACH YEAR:

- Make every effort to get membership renewals for next year by the end of previous year. The equine liability insurance coverage is for the calendar year of January 1st through December 31st. It is important to renew members so they can retain the insurance, as well as the subscription to the *Horsemen's Corral* magazine, from the beginning of the new year. Members may renew online or use a paper form.
- Each chapter's membership form can be downloaded from the chapter page on the OHC website, under "Find Chapter", select chapter and scroll to "Download Registration".

BY JANUARY 15 EACH YEAR:

- Send the state Recording Secretary a current list of your chapter officers, including their name, address, telephone number and email address. Email to: secretary@ohconline.com

BY JANUARY 31 EACH YEAR:

- Send the state Trail Mileage & Saddle Hours Chair a list of your chapter members' trail mileage and saddle hours for the previous year. You may use the form provided on the OHC website, under "Documents", then Chapter Trail Mileage & Saddle Hours. Email to: trailmiles@ohconline.com
- Send the state Trail Work Hours Committee Chair a list of your chapter members' trail maintenance hours worked for the previous year. Email to: trailhours@ohconline.com

TWICE A MONTH:

- Send the state Treasurer a completed Dues Summary, listing your latest new and renewed members (for those members who have paid dues directly to the chapter) and the state portion of dues and the insurance payment, if applicable, for each member. Include one check to **Ohio Horseman's Council** for the total of these payments. The state treasurer's mailing address is on the Dues Summary, under "Documents", then Chapter Treasurer: [OHC-Dues-Summary-for-Chapter-Treasurers-PDF-format-Rev-1-5-2024.pdf](#). Or email: treasurer@ohconline.com
- For members who join or renew online and pay with PayPal, their payments go directly to the state OHC account, and your chapter will be reimbursed for the chapter portion of dues and chapter charge, if any.
- An OHC membership does not commence or renew until the proper form of application, either online or paper form, and payment of dues, are received by the OHC.