



**DUES INCENTIVE PROGRAM  
FOR THE CLASSES OF 1944 TO 2008**

**FY 2008-2009**

We are pleased to announce that the Office of the Alumni Association will again provide a cash incentive to your class to help underwrite the costs of your first two dues mailings. To receive the full incentive available to you the following requirements **must** be met:

1. Your completed **Class Activity Report** must be *received* in the Office of the Alumni Association by August 15, 2008.
2. Your completed **Class Annual Financial Report** must be *received* in the Controllers Office by August 15, 2008.
3. Camera-ready copy of your **first dues request** mailing must be *received* by Ruby Bragg in Alumni Services by the following deadlines:  

**Major reunion classes: August 1, 2008**  
**All other classes: August 15, 2008**
4. Camera-ready copy of your **second dues request mailing and your dues ledger** must be *received* by Alumni Services by the following deadlines:  

**Major reunion classes: October 17, 2008**  
**All other classes: October 31, 2008**

If we receive your mailings by the first dates in each of the two deadlines AND your activity and financial reports are received on time, we will be able to present a check to your class for the following amount:

<u>Classes</u>	<u>Amount</u>
'44-'58	\$200
'59-'68	\$400
'69-'78	\$500
'79-'88	\$600
'89-'08	\$800

For each week that camera-ready copy is late, we will reduce the amount of the incentive by  $\frac{1}{4}$ . For example, if your first mailing is received one week late and your second is received on time, you are eligible for three-quarters of the incentive ( $\frac{3}{4} \times 1$ ). Similarly, if both mailings are received two weeks late, you are eligible for one-quarter of the incentive ( $\frac{1}{2} \times \frac{1}{2}$ ). **If either mailing is received more than four weeks late, you will not be eligible for this year's incentive.** The deadline dates are:

Incentive Reduction	First Deadline		Second Deadline	
	Majors	Non-Majors	Majors	Non-Majors
None	8/1/08	8/15/08	10/17/08	10/31/08
1/4	8/8/08	8/22/08	10/24/08	11/7/08
1/2	8/15/08	8/29/08	10/31/08	11/14/08
3/4	8/22/08	9/5/08	11/7/08	11/21/08

Your marked dues ledger/list or electronic file of dues payers **must** accompany your second letter to meet the deadline, unless you indicate that the second appeal should be sent to all classmates. Please remember to include a total number of dues payers.

We suggest that your first class mailing be written by the **President** with the dues request appearing prominently at the beginning, followed by upcoming class events. In most cases, you will probably want the second mailing to be written by the **Treasurer** as a straight dues appeal to be sent only to classmates who have not responded to the first request. (Remember also that it is a very good idea to send a third dues appeal in January.)

Information on how we can help process your mailings can be found at  
[http://alumni.princeton.edu/main/volunteers/class\\_volunteers/AlumniMailings.pdf](http://alumni.princeton.edu/main/volunteers/class_volunteers/AlumniMailings.pdf)

Questions? Please contact Dottie Werner at 609-258-5451 or [tigerdot@princeton.edu](mailto:tigerdot@princeton.edu).