

BIOGRAPHICAL SKETCHES (TRIBUTES) OF DECEASED MEMBERS

1. Prepare a typewritten, double-spaced biographical sketch (tribute) for each deceased member. Use white standard-sized (8 1/2 X 11") paper.
2. Place the name of the deceased member in capital letters centered at the top of the page (as a title is written).
3. Include in the sketch (tribute) the member's professional training and achievements and offices held in the Delta Kappa Gamma Organization and in other professional organizations.
4. You may want to include personal information along with any social, church, etc. activities in which the member participated.
5. Keep sheets clean and unwrinkled if possible. Place the tribute in a large envelope and mail to the Eta State Membership Chairman. **DEADLINE FOR SUBMISSION IS APRIL 1.** You may email the tribute to the Eta State Membership Chairman. Email address can be found on the Eta State Website.
6. **Please remember, than no member will be recognized at the Ceremony of Remembrance if the form 6 - "Report of the Death of a Member" is not submitted by April 1.**

What happens to the biographical sketch of a deceased member?

At the memorial service, held on Sunday morning at the Eta State Convention, a member of the state membership committee will place the tribute in the Book of Remembrance while another member places a white rose among the red ones. (As you know, if you have attended a memorial service, this is both a meaningful and beautiful tribute to our deceased members.) The Chapter President along with the Chapter Membership Chairman is responsible to make sure a tribute has been written and submitted for the Ceremony of Remembrance.