

**WELCOME TO MIDTOWN LETIP
NEW MEMBER CHECK LIST**

1st Meeting Date as Guest: _____ (free breakfast)
2nd Consecutive Meeting: _____ (\$15 for breakfast)
Inspection Date: _____
Vote Date: _____ (\$15 for breakfast if present)
International Dues: \$390, payable by credit card or check to LeTip International, due with submission of application. Annual renewal on anniversary approx \$200.
Local Chapter Dues: # of weeks left in quarter _____ x \$15 = \$_____ plus 1-time initial membership fee of \$65 for a **total of \$**_____ payable by cash or check payable to Midtown LeTip, due with submission of application.

1. **ATTENDANCE:** There are attendance requirements to keep your membership in good standing. You are allowed no more than 3 excused absences a quarter; missing a fourth meeting is grounds for termination. Two consecutive unexcused absences may result in termination from the group. If you are going to be absent, you must call/text/email the current Secretary in order to qualify for an “excused” absence. If for some reason you cannot reach the Secretary, contact the Vice President. Leaving early or arriving late (after the Pledge of Allegiance) without notifying the Secretary constitutes an unexcused absence.
2. **MENTORSHIP:** You will be assigned a mentor who will sit with you and help you learn the ropes for your first few months, including the format of different types of weekly meetings, how to fill out tip and escrow forms and how to fill out the Reminder Forms.
3. **RECRUITING NEW MEMBERS:** Each new member is required to sponsor another new member into our chapter within their first year. When you do, you earn a green badge and help grow our chapter. The bigger and stronger our chapter, the more opportunity for dollars in your pocket!

You must send ten letters to prospective LeTip members by your second meeting. You will receive an electronic copy of this form letter from the Membership Chair for reference. You can also find a copy on our website, midtownletip.com in both pdf and Word formats.

The Poker Folder is part of every meeting, and all members with white and green badges must participate. If you are the lucky one holding the Poker Folder, you are asked to bring a guest to the next meeting, and you will be rewarded \$10. If you do not bring a guest, you must pay a \$10 reminder fee. You could have the Poker Folder for up to two weeks, giving you two chances to bring a guest and earn the reward.

4. **TIPS:** You are required to exchange four tips per month. These can be inside tips (a tip to a member for your use of their services) or outside tips (when you refer another person to a member). Remember, outside tips are the “lifeblood” of our organization – that is how we grow our client base and increase our business. That is why our Top Tipper category each month is determined solely on the number of outside tips given.
5. **VISITATION:** Every month the Visitation Chair will assign a member for you to visit. Each visitation lasts about half an hour and gives you the opportunity to spend time with another member at their place of business. It is a great opportunity to connect with your fellow Le Tippers on a more personal basis and learn more about their work and how to best tip them. At the same time, that same member will visit you. Visitation commercials are presented the third meeting of every month. When it’s your turn to give your visitation commercial, you and your visitee stand to give the commercials. If you did not visit your assigned member, you pay that person \$5 and you are not allowed to give a commercial. You will pay the chapter a \$5 reminder fee each week thereafter until you have completed the visit. If you were not visited, you may give your own commercial.

6. **PROGRAM FORMAT:** Our meetings consist of a program where each member is asked to greet, showboat, and speak on a rotating basis. You will be moved into the rotation schedule after you have attended the Networking Training Seminar. When you are assigned to greet, you need to arrive at the meeting at 6:30am and be prepared to welcome everyone to the meeting. When you showboat, you also need to arrive at 6:30am and be prepared to display your business information/materials to help your fellow members better understand your business for tipping purposes. As a speaker you will have ten minutes to discuss who you are, your professional background, the type of business you operate, how best to tip you, and take questions. Have fun with your presentation – it is your chance to shine!
7. **MIXERS:** There are mixers held once a quarter. The mixers are held either as an extended breakfast mixer or are held in the evening. The locations vary, but the style is less formal than our regular meetings. Attendance is mandatory. Even if your absence is excused, there is still a \$10 fine. BUT, if you bring a qualified guest to a mixer you **receive** a \$5 reward!
8. **POWER PARTNERS:** Power Partners are a powerful way to get the most out of your Le Tip membership. Please speak to the Power Partners Chairperson about how to best decide who your power partners are and to sign up for your power partnerships. An example of power partners is: pet sitter, dog walker; groomer and vet. Or: real estate agent, mortgage broker, banker, landscape contractor, handyman, and housekeeper. Power Partners meet in smaller groups once a month, or once or twice a quarter to discuss ways to build their business referrals.
9. **TRAINING:** You must attend the LeTip **Network Training Seminar** within the first 60 days of joining LeTip. Topics covered include how to generate more tips for yourself and others, creating Power Partnerships, how to give an effective and memorable :30-second commercial, and other ways to get the most out of your membership. The NTS is usually held on the last Monday of each month, and the Seminar Chair will make sure you are signed up.
10. **SPREADING THE WORD:** The Le Tip Bylaws state that members are required to (unless prohibited by their supervisors) to “display chapter brochures at their place of business.” Please take a supply of our chapter brochures and display them at your place of business. Not only does this help your fellow members, it is a great way to get the attention of potential guests.

If you have any questions or concerns, please contact the Membership Chair or your mentor.