

- 1) Amended Articles
  - a. The 2 organizations have submitted their amended Articles
  - b. The 2 corporations are in the process of amending their Articles and submitting them to their respective States for approval
- 2) Describe in detail how your subordinates are exclusively charitable and educational. What differentiates them from a business league promoting the costuming profession? What differentiates them from a social league that gets together to commingle and socialize?

Members of the subordinate branches of the International Costumer's Guild are, almost entirely, non-professionals in the field. That is our membership draws from computer programmers, nuclear scientists, artists, lawyers, public health officials, historic home docents, students, accountants, and many other jobs and professions, most of which have little or nothing to do with the design, manufacture or wearing of costumes as a part of their work.

As a society of amateurs we either individually or collectively research, design, make or wear costumes of an historical, science fiction or fantasy nature for our own interests and the entertainment of others. In the sense of charitable or educational activities, we pass on to each other at internal meetings, or to the larger community around us at public events and meetings techniques and information about design or construction, accessories and underpinnings, hair and makeup styles appropriate for the costumes frame of reference, even tips on movement in the costumes to better and more authentically to wear them (especially necessary for historical re-enactment pieces).

As very often small, localized groups of like-minded hobbyists, we do socialize amongst ourselves on occasion, but that is distinctly not why we meet, rather our meetings are aimed at exchanging design and construction information, as stated above.

We do not at any time promote costuming as a profession, being all non-professionals ourselves, but rather promote costuming as a hobby for its research and artistic merits.

- 3) Provide the percentage of time each of your subordinates spend conducting each of the following activities:
  - a. Educational workshops : 20%
  - b. \*Networking : 20%
  - c. Social events : 5%
  - d. Legislative : 0%
  - e. Other-(list) : Research – 25%  
 Construction – 25%  
 Final detailing – (make-up, hair, other) – 5%

The total should equal 100%

\*Networking at Subordinate functions is considered as educational in nature as the primary purpose of networking is to locate information and resources related to solving individual's costuming activities.

It should be noted that Subordinates activities generally consist of:

- On-line communications through message boards/groups.
- Periodic meetings frequently centered on a discussion and/or a workshop on a particular costuming related subject.
- General chapter business issues.

- Gathering for and attending local costumed events.
  - Publication of local newsletters (not all subordinates have newsletters)
  - The SiW, as an online network-based chapter, has, as its primary chapter function, the publication of a periodic Newsletter, *The Virtual Costumer*. This newsletter is focused on costume related projects, research, and other costume related information that may be of interest to its members and the costuming community at large. Articles are submitted by its members for inclusion in the publication. They do not have regularly scheduled meetings; rather it has a running communication conduit through its on-line discussion group. The Administration of the Chapter is managed through a separate on-line discussion group
- 4) Provide a full listing of the board members and officers of the parent organization and each of the subordinates.  
See attached sheets
- 5) Describe in detail the affiliation, supervision, and control the parent organization has over its subordinates. How will your organization ensure the subordinates operate under the Code section they are applying under?  
Subordinate branches regularly (monthly) report to the ICG Treasurer, forwarding new or renewal membership fees, and reporting any significant income or expenditure. Through this the ICG Treasurer can monitor use of funds to confirm appropriate use of dues funds collected for purchases of educational materials, dues sent on to the ICG and grants for educational event fees (for example) that are within the strictures and guidelines for non-profits. All subordinate groups also submit an annual, detailed account for the annual treasurer's report to the guilds annual meeting.
- 6) Have two of your board members/officers sign the enclosed activity resolution.  
See attached Resolution
- 7) Per page 1 of this letter. Please sign the enclosed penalty of perjury statement.  
Included in the packet
- 8) Please submit copies of any brochures, pamphlets, newsletters, advertisements, or any other literature regarding your subordinate organizations.
- A copy of the ICG Newsletter is included
  - GDVCG has none at this time.
  - SiW publications are available by going to <http://siwcostumers.org/newsletters.html>.
  - A copy of the St. Louis Newsletter is included