



## LADIES AUXILIARY DELAWARE VOLUNTEER FIREFIGHTER'S ASSOCIATION CONFERENCE CHECKLIST

### SUSSEX COUNTY

### ACTION REQUIRED AND DUE DATES FOR CONFERENCE

State Dues (\$75)	Must be paid to County Treasurer, Lisa Ellis, by <b>June 30<sup>th</sup></b> . Make check payable to Sussex County Ladies Auxiliary.
State Conference Assessment (\$200)	Must be paid to County Treasurer, Lisa Ellia, by <b>June 30<sup>th</sup></b> . Make check payable to Sussex County Ladies Auxiliary.
LADVFA 50/50 Lottery (\$50)	Must be paid to County Treasurer, Lisa Ellis, by <b>June 30<sup>th</sup></b> . Make check payable to Sussex County Ladies Auxiliary.
Names of Delegates and Alternates	Two copies are in your packet. <b>Send <u>ONE</u> copy to State Secretary, Karen Barlow.</b> Keep a copy for your files. If you need to make any changes, the Auxiliary President needs to send the change to the State Secretary on Auxiliary letterhead prior to the Thursday meeting at Conference. Form is due by <b>July 15<sup>th</sup></b> .
Names of Deceased Members And Pictures	Two copies are in your packet. <b>Send <u>ONE</u> copy to State Secretary, Karen Barlow, and <u>THE OTHER COPY</u> to Mary Ann Warrington, Sussex County President.</b> Please send a clear photograph to Mary Ann and write the name and auxiliary of the deceased on the back. The picture will be used in the panorama at the Memorial Service on Friday, September 13 <sup>th</sup> . Please mail forms and pictures by <b>July 15<sup>th</sup></b> . <b><u>Your County President is the only one who is to receive the pictures; your pictures will be returned to you.</u></b>
Financial Report	Two copies are in your packet. Send <b><u>ONE</u></b> copy to your <b>County President, Mary Ann Warrington, by July 15<sup>th</sup></b> . <b><u>Bring the other copy with you to Conference.</u></b>
Hospitality	Return registration form to <b>Cindy Humphreys, 302-745-9747</b> , by <b>July 15<sup>th</sup></b> .
Luncheon	Return registration form to <b>Isabel Stevenson, (302) 245-5418</b> , by <b>July 15<sup>th</sup></b> .
Golf Tournament	Return registration form and payment to <b>PSP Barbara Rossiter. For questions, please call (302) 737-3245 or cell (302) 354-0645 by July 15<sup>th</sup>. If you have a sponsor for the golf tournament, please submit form at the same time.</b>
Mutual Relief	Return registration form to <b>Virginia Tice, (302) 542-1972</b> , by <b>July 15<sup>th</sup></b> .
Hall of Recognition	Please return submissions to your Sussex County representative by <b>July 15<sup>th</sup></b> .
50-Year Recognition	Please return submissions to your Sussex County representative by <b>July 15<sup>th</sup></b> .

**Please make sure you have returned all of the above items to the proper person by the deadline date of July 15<sup>th</sup>.** This will help them meet their deadlines. **Keep a copy of all correspondence for your files.**

*Thank you for your cooperation!*

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Mrs. Mary Ann Warrington  
Sussex County President  
301 Atlantic Avenue  
Milton, DE 19968  
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302-684-3633

Mrs. Karen Barlow  
LADVFA Secretary  
800 East Avenue  
New Castle, DE 19720  
[kbarlow1218@gmail.com](mailto:kbarlow1218@gmail.com)  
302-658-0085

Lisa Ellis  
Sussex County Treasurer  
11193 Line Road  
Delmar, DE 19940  
302-846-2125