

# Instructions

Please fill in columns C-K completely, using row 4 as your example. If you choose to use this as your roster for chapter purposes, you can add additional columns as needed. For example, names of children, spouses name, position held in chapter, cell phones, birthdays, etc. Feel free to customize as needed. However, International MOMS Club needs columns C-K left intact in that order when the roster is emailed to us. If you have any questions please contact your primary coordinator.

\*\*\*Note: the join date must include the month and year but the exact day is not necessary

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# MOMS Club of YOUR CHAPTER

FIRST NAME	LAST NAME	ADDRESS	CITY	STATE	ZIP	PHONE	EMAIL	JOIN DATE	ADDITIONAL #1
Sally	Member	123 Wisteria Lane	Brockport	NY	14420	202-555-1234	<a href="mailto:myemail@somewhere.com">myemail@somewhere.com</a>	1/1/00	

TO ADD MORE MEMBERS, IN THE  
LAST CELL OF THE TABLE, PRESS THE  
**TAB** KEY.