



# Membership Application

Please complete all information below. For faster service, join online at [www.arma.org/join](http://www.arma.org/join)

FIRST NAME M.I. LAST NAME

TITLE

YOUR ORGANIZATION'S NAME

STREET ADDRESS

CITY STATE/PROVINCE ZIP/POSTAL CODE COUNTRY

COUNTRY CODE - AREA CODE - TELEPHONE NUMBER COUNTRY CODE - AREA CODE - FAX NUMBER

E-MAIL (Will not be sold! - Required for member services communication)

I've been referred to ARMA by \_\_\_\_\_

## Membership Dues

Membership dues are **non-refundable**. Membership is effective for one year, beginning on the first day of the month after dues are received by ARMA International. Memberships are not transferrable. All dues in U.S. dollars.

### Basic Membership

Membership dues include an annual subscription to *Information Management* magazine (\$115 U.S. retail value) and access to industry specific information.

**Basic Membership:** \$175 (USD) \$ \_\_\_\_\_

**Chapter Membership (no limit):** See list for of chapters and dues on reverse side. You must also be a member of ARMA International.

Chapter Name/Location: \_\_\_\_\_  **Chapter Dues:** (USD) \$ \_\_\_\_\_

Chapter Name/Location: \_\_\_\_\_  **Chapter Dues:** (USD) \$ \_\_\_\_\_

### ARMA International Educational Foundation

Your optional tax-deductible donation helps to advance the value of information management and make a positive contribution to the global perception of the information management profession.

(USD) \$ \_\_\_\_\_

**Total Enclosed:** (USD) \$ \_\_\_\_\_

### Method of Payment (Must be included with application)

Company check enclosed  Personal check enclosed (*payable to ARMA International*)

MasterCard  Visa  American Express  Discover (*funds charged in U.S. dollars only*)

Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_  Corporate Card

Name as it appears on card \_\_\_\_\_ Signature \_\_\_\_\_

ARMA International, a 501(c)(6) not-for-profit organization, estimates that 5% of your annual dues are spent on lobbying activities and are non-deductible for federal income tax purposes. Contributions or gifts to ARMA International, Inc. are not tax-deductible as charitable contributions. However, they may be tax-deductible as ordinary and necessary business expenses. Your contribution to the ARMA International Educational Foundation is 100% U.S. tax-deductible.

**Mail Payment to:**  
**ARMA International**  
**Dept: 999239**  
**P.O. Box 219081**  
**Kansas City, MO 64121-908 USA**

**Phone:** +1 800.422.2762 (U.S. and Canada)  
+1 913.341.3808  
**Fax:** +1 913.341.3742  
**E-mail and Web:** [member@armaintl.org](mailto:member@armaintl.org) • [www.arma.org](http://www.arma.org)

## ARMA requests this information to better serve your interests

What term best describes your role:  Practitioner  Consultant  Vendor  Research Analyst  Media

### Interest areas:

#### Topics/Issues:

- |   |  |   |  |
|---|--|---|--|
| <input type="checkbox"/> E-mail Management        | <input type="checkbox"/> RIM Fundamentals          | <input type="checkbox"/> Compliance             | <input type="checkbox"/> Electronic Records Management |
| <input type="checkbox"/> Leg/Reg                  | <input type="checkbox"/> Global RIM Issues         | <input type="checkbox"/> Legal Issues           | <input type="checkbox"/> Career Services               |
| <input type="checkbox"/> RIM in Legal Environment | <input type="checkbox"/> RIM in Financial Services | <input type="checkbox"/> Marketing RIM          | <input type="checkbox"/> Risk Management               |
| <input type="checkbox"/> Technology               | <input type="checkbox"/> Research                  | <input type="checkbox"/> Education Development  | <input type="checkbox"/> Association Governance        |
| <input type="checkbox"/> Leadership Training      | <input type="checkbox"/> Business Management       | <input type="checkbox"/> Information Governance | <input type="checkbox"/> None                          |

Activities:  Speaking  Writing  Event Coordination  Standards Development  Standards Review and Comment

#### Subject Area Expertise (indicate areas of expertise):

- |   |   |   |  |
|---|---|---|--|
| <input type="checkbox"/> Retention                  | <input type="checkbox"/> ERM                    | <input type="checkbox"/> ECM                    | <input type="checkbox"/> Litigation Readiness  |
| <input type="checkbox"/> Compliance                 | <input type="checkbox"/> Technology Integration | <input type="checkbox"/> Information Governance | <input type="checkbox"/> Training              |
| <input type="checkbox"/> General Records Management | <input type="checkbox"/> E-Mail Management      | <input type="checkbox"/> RM Software            | <input type="checkbox"/> E-Discovery           |
| <input type="checkbox"/> Classification             | <input type="checkbox"/> Search Applications    | <input type="checkbox"/> IT Management          | <input type="checkbox"/> Other (specify) _____ |
| <input type="checkbox"/> None                       |   |   |  |

Age:  18-24  25-40  41-55  56-66  66+

Gender:  M  F

Highest education level achieved:  High School/GED  Associates'  Bachelor's  Master's  Doctorate

Work Hours:  Full-time (25+ hrs.)  Part-time (<25 hrs.)

#### What is your organization's approximate annual RIM budget? (in USD)

<\$100,000  \$100,001-\$300,000  \$300,001-\$500,000  \$500,001-\$1M  >\$1M  Don't know

#### How many years of experience do you have in records and information management?

<1 yr  1-3 yrs  4-6 yrs  7-10 yrs  11-15 yrs  16-20 yrs  >20 yrs

How many staff members do you supervise?  0  1-5  6-10  11-20  21-40  >40

#### To what department do you report?

Records Management  Legal  IT  Compliance  Administration  Other (specify) \_\_\_\_\_

#### Approximately how much of your time at work is devoted to records and information management duties?

<10%  10-25%  25-50%  50-75%  100%

#### To what other professional associations do you belong? (Select all that apply)

AIIM International  PRISM International  Society of American Archivists  International Legal Technology Association  
 American Bar Association  Association of Legal Administrators  American Health Information Management Association

#### What is the primary industry in which you work? (choose one)

Legal Services  Federal Gov't  State/Province Gov't  Local Gov't  Financial Services  Banking  
 Energy  Utilities  Consulting  Archives  Commercial Records Center  Non-/Not-for-Profit  
 Education  Manufacturing  High Technology  Insurance  Pharmaceuticals  Service  
 Petroleum  Other (specify) \_\_\_\_\_

#### Which of the following best describes your job function (not job title)? (choose one)

##### RECORDS MANAGEMENT

Executive  Manager / Supervisor  Analyst  Technician  Consultant

##### IT MANAGEMENT

Executive IT (CIO, CTO)  Senior IT Mgmt. (VP of IS/IT, VP Engineering)  IT (Director, Manager)  VP, Director, Manager/Analyst, Project  
 Manager/Analyst  Financial Systems Manager/Analyst  Compliance Mgmt.  Content/Document Mgmt.  
 Consultant  Network/Systems Integration Mgmt.  Other Line of Business Technology Management  
 Enterprise Application/Data/Process Integration Mgmt.  Database/Data Warehousing/Business/Intelligence Mgmt.

##### LEGAL

Partner  General / In-House Counsel  Litigator  Compliance Officer  Attorney  Paralegal  Administrator

##### Audit

Internal  External

##### CORPORATE/BUSINESS MANAGEMENT

Executive (Chairman, CEO, COO, Pres, Owner)

OTHER (please specify job function, not title) \_\_\_\_\_



# Chapters/Dues 2012-2013

All dues stated and payable in U.S. dollars

## EUROPEAN REGION

All of Europe .....	\$0
Swiss .....	\$55

## INTERNATIONAL REGION

Tokyo .....	\$24
Jamaica .....	\$0
Trinidad and Tobago .....	\$30

## CANADIAN REGION

### Alberta Province

Calgary .....	\$25
Edmonton .....	\$35

### British Columbia Province

Vancouver .....	\$35
Vancouver Island .....	\$35

### Manitoba Province

Winnipeg .....	\$35
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### New Brunswick/Prince Edward Island Province

Atlantic .....	\$20
Prince Edward Island .....	\$35

### Newfoundland Province

Newfoundland-Terra Nova-St. John's .....	\$25
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### Nova Scotia Province

Nova Scotia .....	\$20
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### Ontario Province

National Capital Region-Ottawa .....	\$30
Southwestern Ontario .....	\$20
Toronto .....	\$50

### Quebec Province

Montreal .....	\$35
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### Saskatchewan Province

Saskatchewan .....	\$35
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## GREAT LAKES REGION

### Illinois

Central Illinois (Bloomington area) .....	\$20
Chicago .....	\$50
Northern Illinois (Chicago suburbs) .....	\$20

### Indiana

Greater Indianapolis .....	\$35
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### Kentucky

Frankfort/Bluegrass .....	\$30
Louisville .....	\$30

### Michigan

Detroit .....	\$35
Mid-Michigan (Lansing area) .....	\$15
Western Michigan (Grand Rapids/Kalamazoo, Battle Creek area) .....	\$20

### Ohio

Greater Cincinnati .....	\$35
Greater Cleveland .....	\$30
Greater Columbus .....	\$20
Greater Dayton .....	\$20
Greater Toledo .....	\$30

### Wisconsin

Madison .....	\$25
Milwaukee .....	\$30

## GREAT NORTHWEST REGION

### Alaska

Greater Anchorage .....	\$40
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### Idaho

Boise Valley .....	\$30
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### Oregon

Oregon (Entire State) .....	\$25
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### Washington

Bellevue/Eastside .....	\$25
Columbia Basin (Richland area) .....	\$20

Greater Seattle .....	\$25
Puget Sound (Tacoma area) .....	\$30

## MID-ATLANTIC REGION

### Delaware

Diamond State .....	\$25
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### District of Columbia

Greater Washington DC .....	\$40
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### Maryland

Metro Maryland (Gaithersburg) .....	\$30
Greater Baltimore .....	\$35

### North Carolina

Charlotte-Piedmont .....	\$35
Triangle Area-Raleigh, NC .....	\$30

### Pennsylvania

Liberty Bell Chapter of Philadelphia .....	\$35
Pittsburgh .....	\$30

### South Carolina

Central Savannah River Area, Aiken .....	\$25
South Carolina Coastal .....	\$40
Columbia .....	\$35
Greenville Area .....	\$35

### Virginia

Northern Virginia (Fairfax area) .....	\$25
Richmond .....	\$25
Tidewater (Hampton Roads area) .....	\$20

### West Virginia No chapters available

## MIDWEST/ROCKY MOUNTAIN REGION

### Colorado

Mile High Denver .....	\$35
Northern Colorado (Fort Collins area) .....	\$25
Western Colorado (Grand Junction area) .....	\$35

### Iowa

Central Iowa (Des Moines area) .....	\$40
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### Kansas

Greater Kansas City .....	\$35
Kansas Capital .....	\$25

### Minnesota

Twin Cities .....	\$50
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### Missouri

Central Missouri (Columbia/Jefferson City area) .....	\$25
Greater Kansas City .....	\$35
St. Louis .....	\$30

### Montana

Big Sky (Entire State) .....	\$30
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### Nebraska

Nebraska (Entire State) .....	\$40
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### North Dakota

North Dakota-Bismarck/Mandan .....	\$25
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### South Dakota No chapters available

### Wyoming

Wyoming (Entire State) .....	\$15
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## NORTHEAST REGION

### Connecticut

Connecticut .....	\$40
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### Maine No chapters available

### Massachusetts

Boston .....	\$40
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### New Hampshire No chapters available

### New Jersey

Central New Jersey-Princeton .....	\$25
Northern New Jersey-Summit .....	\$40

### New York

Central New York (Syracuse/Binghamton/Albany area) .....	\$40
Long Island .....	\$25
Metropolitan New York City .....	\$65
Western New York (Buffalo/Rochester area) .....	\$25

## Rhode Island No chapters available

## Vermont No chapters available

## PACIFIC REGION

### Arizona

Arizona (Phoenix area) .....	\$40
Southern Arizona (Tucson area) .....	\$40

### California

Central California-Bakersfield .....	\$30
Central Coast (Ventura/Santa Barbara/San Luis/Obispo Counties) .....	\$45
Golden Gate (San Francisco area) .....	\$45
Greater Los Angeles .....	\$55
Greater Sacramento .....	\$40
Mt. Diablo (East Bay/Oakland area) .....	\$45
Orange County .....	\$40
San Diego .....	\$45
Silicon Valley/Santa Clara .....	\$45
Southern California Inland Empire (Riverside/Ontario area) .....	\$40

### Hawaii

Hawaii (Entire State) .....	\$30
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### Nevada

Sierra-Nevada (Reno area) .....	\$20
Silver State (Las Vegas area) .....	\$43

### Utah

Utah-Salt Lake .....	\$35
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## SOUTHEAST REGION

### Alabama

Birmingham .....	\$30
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### Florida

Florida Gulf Coast (Tampa area) .....	\$40
Jacksonville .....	\$40
Orlando District .....	\$30
Palm Beach-Treasure Coast .....	\$30
South Florida (Miami/Keys area) .....	\$50

### Georgia

Atlanta .....	\$50
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### Mississippi No chapters available

### Puerto Rico

Puerto Rico .....	\$25
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### Tennessee

Greater Chattanooga .....	\$35
Knoxville/East Tennessee .....	\$20
Music City USA (Nashville area) .....	\$25

## SOUTHWEST REGION

### Arkansas

Central Arkansas-Little Rock .....	\$25
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### Louisiana

Baton Rouge/Lafayette .....	\$25
Greater New Orleans .....	\$25

### New Mexico

Northern New Mexico (Santa Fe area) .....	\$20
Rio Grande (Albuquerque area) .....	\$35

### Oklahoma

Oklahoma City .....	\$25
Tulsa .....	\$25

### Texas

Amarillo-Tejas .....	\$20
Austin .....	\$30
Dallas .....	\$35
Fort Worth .....	\$30
Houston .....	\$50
Longview/ARK-LA-TEX .....	\$20
Midland/Permian Basin .....	\$20
San Antonio .....	\$25
South Texas-Corpus Christi .....	\$20

## RETURN YOUR COMPLETED FORM WITH PAYMENT TO:

ARMA International, Dept: 999239, P.O. Box 219081, Kansas City, MO 64121-908  
Phone: +1 800.422.2762 (U.S. and Canada) • +1 913.341.3808 • Fax: +1 913.341.3742



## Why Join ARMA International?

ARMA International members include information managers, IT professionals, imaging specialists, archivists, hospital administrators, legal administrators, librarians, and educators. ARMA, its chapters, and its members are dedicated to helping individuals, organizations, and government agencies successfully meet the challenges of the increasingly complex information management field.

### Benefits of Membership

#### Network with Colleagues and Industry Leaders

- Identify pain points and learn best practices to relieve them through your global network
- Local chapters connect you to professionals and provide local education in your area
- Online member search provides you with an instant connection to your colleagues around the world
- Immediate access to information, tips, and guidance from the ARMA member forum

#### Work Smarter, Not Harder

- Regulatory updates for the U.S., Canada, and Europe to keep you on the forefront of policy action
- ARMA Bookstore with more than 200 member-discounted resources, including books, software, and videos
- Annual Conference and Expo provides educational sessions and real-world solutions you can use
- *Information Management* magazine featuring in-depth articles by leading legal and records and information management experts

#### Take Your Career to the Next Level

- Online education and web seminars let you customize your curriculum on your timetable.
- Career search, resume posting, and other online career resources
- Leadership opportunities at the chapter and international levels
- Extensive tools to assist in developing your professional competencies

#### How to Join

You can join ARMA two ways: 1) **Apply online** at [www.arma.org](http://www.arma.org). 2) **Fill out this application form** and send a copy along with payment to the address below.

**ARMA International**  
**Dept: 999239**  
**P.O. Box 219081**  
**Kansas City, MO 64121-908 USA**

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(Additional chapter dues may apply. All dues in U.S. dollars.)

ARMA International, a 501(c)(6) not-for-profit organization, estimates that 5% of your annual dues are spent on lobbying activities and are non-deductible for federal income tax purposes.