

Guidelines for Life Membership in Prince Edward Island Women's Institute

1. A citation is required, outlining the contributions to a PEI Women's Institute Branch and Institute work in general, over a period of **twenty (20) years or more**. Membership is the basic requirement for a Life Membership.
2. It is the responsibility of the PEIWI Branch that honours a member with a Life Membership to pay her annual dues until she reaches the age of 80 years or leaves that Branch.
3. The citation should summarize the reasons why the Branch wants to honor one of its members with a Life Membership. A citation must include the following:
 - *The person's full name.*
 - *Reasons for Nomination. This should be a short citation of approximately 200 to 250 words explaining **why** this particular nominee has been chosen. The citation should stress the contribution the nominee has made to the work of Women's Institute in the community. **Length of service should not in itself constitute grounds for awarding a Life Membership.***
 - *The actual work done, offices held and other services rendered to the Women's Institute.*
 - *Citation should be ready to print.*
4. Life Membership must be recommended by the local branch, and approved by the Provincial Board of Directors. If Life Membership details are not complete (a citation does not fully meet the above requirements) when submitted, the Provincial Board may ask the Branch for further information.
5. Application forms are available at the PEI Women's Institute Office - 40 Enman Crescent, and printable versions may be found on the PEI Women's Institute website: peiwi.ca
6. Application form and complete citation must be submitted to the Provincial Board **at least four (4) weeks** before certificate and pin are granted. *[If possible, an emailed copy of the complete citation would be appreciated. Send to: wi@gov.pe.ca]*
7. Cost of Life Membership is \$50. Please enclose payment with application form. *[Cash or cheque only]*
8. The citation cannot be placed in the Official Records until a picture of the Life Member is received by the PEIWI Office.
9. To present Life Membership Pins, please contact the PEIWI Office to make arrangements for a Provincial Board member to attend.



Application For Life Membership

Name of recipient Anne Smith Number of years of service 22
Branch Shining Waters WI Branch President's Signature Jane Doe
Date of Presentation November 29, 2021

Office Use Only

Date Received _____ Method of Payment _____