|  |  |
| --- | --- |
|  |  |
| September 24 | Renewal Email to all NonGroup members |
|  |  |
| September 27 | Begin printing member invoices |
| September 28 | Begin mailing invoices. Exclude Former and Never Members Paid in August or September |
|  After Invoices | Mail Group Single Invoices |
|  |  |
|  |  |
| October 5 | Run Credit Card Payments for Annual Auto Renew |
|  |  |
| December 4 | Mail 2nd TMA Member Invoice |
|  |  |
|  |  |
|  |  |
|  |  |
| December 19 | Email: Renew Your TMA Dues Before Year End!  |
|  |  |
| January 8 | Mail 3rd Member Invoice |
|  |  |
| February 8 | Mail 4th Member Invoice |
|  |  |
| February 22 | Email: NonRenew with insurance, separate message to no insurance |
|  |  |
| March 6 | Drop of Non Pay Members |
| March 8 | Send 1st Drop Letter |
| March 21 | NonRenew Email |
| April 13 | Non-Renew survey |
|  |  |
| April 24 | 2nd Drop Letter |
|  |  |
| May 22 | Final Member Invoice |
|  |  |

**2019 Tentative Renewal Calendar**