CHAPTER COMMUNICATIONS INVENTORY  
As leadership transitions from year to year, Chapters can lose track of the various accounts and materials you maintain. This form is designed to help your Chapter keep inventory of all your communication materials.

We recommend you review and update this form annually. As you review each channel, **ensure that your Chapter is up to date AFWA Brand Standards**. Refer to Chapter Leader Resources on the AFWA Member website for helpful guides to align your Chapter with our National brand.

**CHAPTER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE OF LAST UPDATE**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| **CHANNEL** | **URL** | **ADMIN OR LOGIN** |
| Website: |  |  |
| Event Registration: |  |  |
| Email: |  |  |
| LinkedIn: |  |  |
| Facebook: |  |  |
| Twitter: |  |  |
| Other: |  |  |
| Other: |  |  |
| Other: |  |  |

|  |  |
| --- | --- |
| **List any promotional materials your chapter may have:** *signage, promo items, name badges, brochures, photos…* | **Who is responsible for these materials, and where are they stored?** *Storage unit, someone’s home, someone’s computer, dropbox* |
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*Your Chapter is not required to submit this form to Headquarters. However, if you would like, we can keep a copy on file for you. Please contact* [*marketing@afwa.org*](mailto:marketing@afwa.org) *with any questions.*