

DATE: August 16, 2017

TO: ALL TEXAS DISTRICT CONGREGATIONS

FROM: Linda M. Hagge, CPA
Treasurer
Texas District, LCMS

SUBJECT: Assessment fee for the 2018 Texas District Convention

Planning has begun for the Texas District Convention to be held June 14-16, 2018, at the Westin Dallas Ft. Worth Airport, Irving, Texas. Review and approval of the convention budget and assessment fee is made by the Texas District Board of Directors.

The Texas District Board of Directors approved an assessment fee of \$2.00 per person (based on average weekly attendance).

Some background information regarding "average weekly attendance: At the July 2001 Texas District Board of Directors meeting, a motion was proposed and approved that the convention assessment fee be based upon "the most current statistics available for average weekly attendance for each congregation" as made available through Synod's Rosters & Statistics department. Each congregation is responsible for keeping their particular statistics accurate. The total congregational assessment fee due from each congregation is calculated by multiplying this latest statistic for "average weekly attendance" times the per person assessment fee as established by the Texas District Board of Directors.

Enclosed is a sheet that shows average weekly attendance for your congregation along with a calculation of your total convention assessment fee.

Because expenses are incurred prior to the convention, fees are due no later than **March 30, 2018**. The assessment fee is due regardless of the congregation's attendance or representation at the convention.

Please contact me on our toll free number, 1-800-951-3478 or by email to lindahagge@txlcms.org with any questions you have.

For more information, visit txlcms.org/2018-texas-district-convention/

Thank you for supporting the Texas District, LCMS.