

## **Air Marking Chairman- SOP**

The Air Marking Chairman is responsible for the Southwest Section Air Marking applications and awards and the submittal of the Section Air Marking Application to Southwest Section.

The Air Marking Chairman's responsibilities include:

- Encouraging chapters to undertake air marking at their airports.
- Assisting chapters with questions or guidance with respect to air marking.
- Promoting the Air Marking Award
- Collecting and Reviewing Air Marking Award Applications from Chapters.
- Calculating the points on each application to determine the winner
  - Points are calculated by the square feet of area marked and other things like distance from chapter meeting place, type of surface, new painting or repaint, etc.
  - Multiple chapters may submit applications if they collectively participate in an air marking project and each chapter gets an equal amount of credit.
  - An Air Marking Award is given out each spring at the SWS meeting; one award to the small chapter (35 members and under) with the most points; one for the large chapter (36 members and over) with the most points. Award Certificates will be provided in electronic format.
  - All chapters who submit an air marking application receive a participation certificate.
- The Air Marking Chair will also submit a report of all Section Air Markings to the Southwest Section Board of Directors. The deadline for this submission is 30 days before the Fall Southwest Section Meeting.

Currently the 99s Int'l Air Marking chairman, Ellen Nobles-Harris, sells air marking manuals for \$25 as a fundraiser for her 99s chapter. If the Chair does not have a copy of the manual, the Southwest Section will provide a copy of the air marking manual to the chairman.