



I. SERVICES FOR AFFILIATE SOCIETIES

1. Affiliate Societies pay a flat fee per year to maintain their affiliation and have their Society's name listed on the masthead of the Council's publications.
2. Society description, current contact information, and officers will be displayed on the CSSR's website (www.cssr.org) which will feature, on a rotating basis, all of its member societies. (Societies are encouraged to submit updates of this information regularly.)
3. Affiliate Societies are invited to send representatives to the Council's annual meeting, but do not have voting rights within the Council.

II. SERVICES FOR CONSTITUENT SOCIETIES

1. MEMBERSHIP SERVICES

Roster, Dues, and Renewals

The CSSR Executive Office at Rice University will maintain your Society's membership roster, handle your membership dues, and send renewal notices to each of your members once a year to collect their membership dues for your association. If payment is not received within two months, a second notice will be sent. Unless there is a specific time of year indicated, notices will be sent in the fall for the next year. The expenses incurred to send these renewals (i.e., printing of invoices, postage, envelopes) is not included in the membership roster fee and will be invoiced upon services rendered.

Status Reports

An annual report will be sent to the Society's Executive Officer (at the end of the CSSR's fiscal year) indicating the number of members paid through each year, the delinquent members, and the total membership. This report can also be requested at any time from the CSSR Office.

Mailing Labels

Membership lists in alphabetical order and/or mailing labels of your membership roster may be requested at any time from the Council's Office. There is no charge for these labels if used to send

information to Society member, e.g., newsletters, letter from the President, etc. Occasionally, publishers request mailing labels from the CSSR Executive Office which we provide (for one-time use) at a charge of \$75.00 per thousand (minimum). A 50% commission on the sale of your Society's membership list will be assessed by the CSSR. Societies are also able to purchase mailing lists for the Council's other member Societies.

Accounting Services

The CSSR Executive Office will collect, deposit, and account for all monies paid to your Society. A quarterly accounting will be sent listing all income received. All expenses incurred by the CSSR Executive Office will be invoiced and deducted from the amount collected. A check for the balance will be sent to your Society with the quarterly accounting. Additional financial services are available (e.g., disbursement of Society funds for expenditures occurred by the Society, invoicing vendors for advertisements in Society's journal or other publications).

2. PUBLICATIONS

The CSSR publishes two journals, the *CSSR Bulletin* and *Religious Studies Review*. All constituent societies must subscribe to one of them for all members, and may subscribe to both. They are currently available at one-third the cost of individual subscriptions.

CSSR Bulletin

The *Bulletin*, one of the field's longest running periodicals, offers substantive articles of relevance to the entire field quarterly. The *Bulletin* publishes information from the Societies free of charge. We encourage your Society to submit annually to the *Bulletin* a list of its current officers, notices of annual/regional meetings, calls for papers, announcements and any other Society information for publication in this inter-Society newsletter, etc. Your members are also encouraged to submit their work for possible publication in the *Bulletin*. Members will receive the *Bulletin* quarterly as published at the rate of \$10.00 per US member per year and \$14.00 per international member per year. The rate per issue is \$2.50 for US and \$3.50 for foreign members. This fee will appear on the quarterly invoice from the CSSR before publication. Without Constituent Society membership, the *Bulletin* is \$30 annually for individuals and \$40 for institutions.

Constituent Societies that elect not to opt for a subscription for all of their members, purchased through the CSSR office, can direct their members to subscribe directly through the CSSR executive office.

Religious Studies Review

Religious Studies Review, the field's main book review periodical, is now published by Wiley-Blackwell. Each issue contains thematic review essays and exhaustive collections of book notes on new books across the field. Rates from constituent society members are \$22.00 per year per US member and \$29.00 per year per international member. (The rate per issue is \$5.50 US /

\$7.50 foreign and will appear on the next quarterly invoice after publication.) It is also available online only for \$17. For non-affiliated subscribers, the rates for individual subscribers follows the significantly higher rates posted on Blackwell's site:

<http://www.blackwellpublishing.com/journal.asp?ref=0319-485X&site=1>

Constituent Societies that elect not to opt for a subscription for all of their members, purchased through the CSSR office, can direct their members to subscribe through Blackwell directly; although it is not as inexpensive as a CSSR blanket subscription, such members will receive a discounted rate for an individual subscription for non-CSSR members.

CSSR Website (www.cssr.org)

Your Society's description, current contact information, and officers will be displayed on the CSSR's website (Societies are encouraged to submit updates of this information regularly), which will feature, on a rotating basis, all of its member societies.

4. OTHER SERVICES

The CSSR Executive Office will consider projects such as publishing a Directory of Members, publishing annual journals, etc. Contact the Executive Director for more details. In addition, the Council is currently investigating relaunching its Directory of Departments of Theology and Religious Studies along with several other new initiatives that may be of interest to Constituent Society members. Constituent Societies have voting rights at the council's annual meeting and have their name listed on the masthead of the Council's publications.

5. FEES FOR SERVICES

CSSR assessments to all Constituent Societies are billed quarterly with charges based on the size of each Society according to the sliding scale approved at the last CSSR annual meeting (with a uniform minimum fee for smaller societies). The size is based on the name count in our database and includes institutions as well as individuals, both current and past due in dues payments. This assessment is made of all Constituent Societies. For those Societies who elect to have the CSSR maintain their membership rosters, roster maintenance charges are billed quarterly at the rate of \$2.00 per name per year. The name count is the same as the size of the Society as billed for CSSR assessments unless other arrangements are established between the Society and the CSSR Executive Office.

10/96; revised 4/07 and 2/08

Annual Society Assessment Rates

CONSTITUENT SOCIETIES

Size of Society	Basic Annual Cost	Additional Charges Per Name
Under 500 members	\$1.00/name (\$200 min)	
501-1000 members	\$500	plus \$.45/name over 500 members
1001-1500 members	\$950	plus \$.40/name over 1000 members
1501-2000 members	\$1,350	plus \$.35/name over 1500 members
2001-2500 members	\$1,700	plus \$.30/name over 2000 members
2501-3000 members	\$2,000	plus \$.25/name over 2500 members
over 3000 members	\$2,250	plus \$.20/name over 3000 members

AFFILIATE SOCIETIES

\$400 per year (flat fee, regardless membership's size)

Constituent Society Fees Based on Services

Type of Service	Fee	Billed
Assessment for Constituent Member fee	Sliding scale based on Society membership totals (see above)	Quarterly
Roster Maintenance	\$2.00 per name per year	Quarterly
Dues/Subscription Renewal Notices	\$.50 per member invoice plus cost of postage	Upon completion or with quarterly invoice
<i>Bulletin</i> Subscription (quarterly periodical, based on academic year)	\$2.50 per issue per US member (\$10 annually per member); \$3.50 per issue per International member (\$14 annual per member)	Quarterly or upon publication
<i>RSR</i> subscription (quarterly periodical, based on calendar year)	\$5.50 per issue per US member (\$22 annually per member); \$7.50 per International member (\$29 annually per member) Also available online only for \$17	Quarterly or upon publication
Collecting Subscriptions for Society publications	\$.50 per subscriber	Quarterly
Membership Mailing labels	50% of revenue	Annually
Disbursal of Society funds	\$20 service fee	Annually
Invoicing for Society	15% of revenue	Quarterly
Marketing Society's Publications	Negotiable fee/plus expenses*	Annually or per contract

*A fee will be set in the contract