

Steps for Establishing a New TED State Subdivision

1. Establish a board of directors (comprised of TED members).
2. Obtain a free [Federal Employer Identification number](#) (EIN)
3. Develop a constitution (Email [Dr. Andrew Hashey](#), TED Membership Chair, for a template)
4. Email these materials to [Dr. Andrew Hashey](#), TED Membership Chair.
5. TED Executive Board then reviews the application materials for approval. Dr. Andrew Hashey will inform you of the result.