

CONFIDENTIAL

Membership Proposal Data Sheet

ROTARY CLUB OF TIRUVALLUR

Please fill out this data sheet as completely as possible **WITHOUT LETTING THE PROPOSED MEMBER KNOW THAT HE/SHE IS BEING CONSIDERED FOR MEMBERSHIP**, for compliance with Rotary International bylaws. Please refer to the information box on the reverse. When completed, this form should be given to the Club Secretary or the Executive Secretary.

(Name) _____ (Nickname)

Employed By: _____ Position: _____

Occupation: _____ Proposed classification: _____
(Do not use position as part of classification, i.e., president, dean)

(Business Address) _____ (Zip code) _____ (Business Phone)

(Residence Address) _____ (Zip code) _____ (Residence Phone)

Civic activities: _____

Prior member of Rotary? _____ If so, where? _____

List current civic clubs: _____

Why do you feel this individual would be a good Rotarian for our club?

Do you feel this individual will attend regularly? _____

Proposer: _____ Date: _____
(Signature)

(Please print Proposer's name here) _____ (Phone Number of Proposer)

E-mail of Proposer _____

Secure signatures of three current Club members, endorsing the above proposed person for membership in the Rotary Club of Gainesville. **One signature must be a current member of the BOARD OF DIRECTORS.**

Signature:

Printed Name:

ROTARY CLUB OF TIRUVALLUR

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To be filled out by Club Secretary

Name: _____

Date received by Secretary: _____

Date sent to classification: _____ Classification approved? Yes ___ No ___

Actual classification approved: _____

Date discussed by Board: _____ Board approved? Yes ___ No ___

Date Bulletined: _____ Membership approved? Yes ___ No ___

Date welcomed to membership: _____ Date Proposer notified: _____

Date member joined Club: _____ Date Treasurer notified: _____

New Member Orientation: _____ New Member Induction: _____

Date Rotary International and District Governor notified: _____

Craft Talk: _____

(Secretary)

Date: _____

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New Member Proposal Procedure and Suggestions:

1. Before proposing a new member, if unsure of an open classification, check with the club's Executive Secretary to determine if there is an open classification fitting your proposed member. A list of classifications may be found with the Classification Committee Chairman. The Board of Directors will approve new classifications as needed.
2. Gather the information necessary to complete the front of the **Confidential New Member Proposal** form and give to the secretary or Executive Secretary.
3. The form goes to the Classification Committee for approval, then to the Board of Directors for approval. Depending on timing, this may take several weeks, particularly if there is a classification issue.
4. Once the board has made a determination, the secretary will notify you. Upon approval of the board, the next step is to "bulletin" the individual, by publishing the proposed member to the club at large. Rotary International requires, for right of privacy reasons, that the sponsor get SIGNED permission from the proposed member to be bulletined. Upon notifying the person of his/her proposal, you will provide the proposed member with an application for membership. This is also a good time to mention that being a Rotarian entails both time and financial commitments, that 50% attendance is mandatory, and that one enjoys the full benefits of Rotary by serving on various avenue committees and attending the fellowship events.
5. No one should be introduced to the club as a "prospective member" or "proposed member." Wait until the process is complete and the person has cleared the bulletin process. If no objections to membership are presented within 7 days from the date of the bulletin, the person is eligible for membership. At this time, the sponsor and proposed member will receive written notification of welcome from the Executive Secretary. Notify the club's Executive Secretary a day or so before the new member is planning to attend a first meeting. Introduce your new member to the Executive Secretary when you arrive and at that meeting introduce your new member to the club. The Secretary will give the new member an information packet welcoming them to the club.
6. Inform the new Rotarian that he/she must attend a New Member Orientation before he/she can be formally inducted into Rotary and receive a permanent badge of membership. The new Rotarian will wear a red badge until he/she has attended a New Member Orientation. Discuss the format of the Craft Talk with the new Rotarian. It is a way to introduce oneself and one's business to the membership at large. Craft Talks are scheduled in advance to suit the schedule of the new member and the Proposer.