



How to Propose a New Member

Every Rotarian has the privilege and obligation to seek qualified members. In this way, all club members can help their clubs achieve a full representation of the business and professional life of the community. Membership is the means to accomplish Rotary's mission and goal.

Use the form inside to propose a new member to your club. You owe it to your club and your community. *Do it today!*

Summary of Membership Provisions for New Members

General Qualifications — Rotarians are adults of good character and good business or professional reputation, who hold or have held an executive position with discretionary authority in any worthy and recognized business or profession.

Active Membership — Active members must meet the above qualifications, as well as live or work within the club's locality or surrounding area.

Honorary Membership — People who have distinguished themselves by meritorious service in the furtherance of Rotary ideals may be elected to honorary membership.

Classification — Each active member of a Rotary club is classified in accordance with the member's business or profession. A classification describes the principal and recognized activity of the firm with which an active member is connected or the member's principal and recognized business or professional activity.

The club shall not elect a person to active membership from a classification if the club already has five or more members from that classification, unless the club has more than 50 members, in which case, the club may elect a person to active membership in a classification so long as it will not result in the classification making up more than 10% of the club's active membership. Retired members require a classification but are not included in a club's total number for each classification.

NOTE — Holders of public office. Persons elected or appointed to public office for a specified time are not eligible for active membership under the classification of such office, except persons elected or appointed to the judiciary or educational offices.

Standard Procedure

The prospective member's name is submitted to the board of directors.

The board ensures that the person is fully qualified and approves or disapproves the proposal within 30 days. The proposer is notified of the decision by the club secretary.

NOTE — Until approval is granted, prospective members should not be informed that they have been proposed for membership.

After approval has been announced, the prospective member is fully informed of privileges, expectations and responsibilities of club membership. He or she is then asked to complete the proposal form and give written permission to publish his or her name and proposed classification to the club membership.

If no objections to the proposal are received within seven days following the publication of the name, that person, upon payment of an admission fee, is a new Rotarian.

The club secretary sends a completed new member report form to Rotary International as recommended by Rotary Club Bylaws or submits the new member's name via www.rotary.org.

Membership Proposal Form



Rotary International

I propose:

Name _____

Business Address: _____

Telephone _____

Fax _____

E-mail _____

Residence Address: _____

Telephone _____

Fax _____

E-mail _____

for (check one): ☐ active membership ☐ honorary membership

If a former Rotarian, list club(s) and date(s): _____

Proposed classification (if active): _____

Name of firm and executive position (former firm and executive position, if retired): _____

Activities that would enhance consideration as a Rotarian: _____

Date _____

Proposer's Signature _____

Statement to be Signed by Proposed Member after Board has Approved the Proposal

I hereby certify that I am qualified for membership both by my current/former executive position and by having a place of business or residence within the club's locality or surrounding area.

I understand that it will be my duty, if elected, to exemplify the Object of Rotary in all my daily contacts and activities and to abide by the constitutional documents of Rotary International and the club. I agree to pay an admission fee* of _____ and the annual dues of _____ in accordance with the bylaws of the club. I hereby give permission to the club to publish my name and proposed classification to its membership.

* Not applicable to transferring or former members of another club.

Date Proposed Member's Signature

Record of Action on the Proposal

Card received by secretary on: _____

Submitted to the board on: _____

Board decision on: _____ ☐ Approved ☐ Disapproved

Proposer notified on: _____

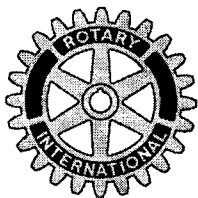
Rotary information session held on: _____

Signed card and admission fee and dues received on: _____

Publication of name to membership on: _____

Inducted on: _____

Classification: _____



MEMBERSHIP INFORMATION & DATA ENTRY FORM

Information is Confidential - For Club Use Only

First Name _____ Intl. _____ LastName _____

Date of Birth _____ day/month _____ Occupation _____
Principle Business or Professional Activity _____

Spouse/Partner First Name _____ Last Name _____

Date of Birth _____ day/month _____ Anniversary or Special Day _____
day/month _____

Email Address _____ Sponsor _____

HOME Address _____

City _____ Prov _____ Postal Code _____

Home Ph# _____ Home Fax# _____ Home Cell# _____

WORK Name _____

Address _____

City _____ Prov _____ Postal Code _____

Work Ph# _____ Work Fax# _____ Work Cell# _____

Hobbies/Skills Which Will Enhance Rotary

Date Form Completed _____

Form Rev Nov 2008

SECRETARY USE ONLY

- | | |
|--|---|
| <input type="checkbox"/> Board Approved | <input type="checkbox"/> Induction Date _____ |
| <input type="checkbox"/> Information Session | <input type="checkbox"/> Data Entry on ClubRunner |
| <input type="checkbox"/> Classification _____ | <input type="checkbox"/> Data Entry on RI Website |
| <input type="checkbox"/> Circulation- Email & Hardcopy | <input type="checkbox"/> Membership ID # _____ |
| <input type="checkbox"/> Admission Fee Paid | <input type="checkbox"/> Member Badge Ordered |
| <input type="checkbox"/> Annual Dues Paid | <input type="checkbox"/> Spouse Badge Ordered |
| <input type="checkbox"/> New Member Folder | <input type="checkbox"/> File to Records _____ |