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**Nominating a New Member for Membership into the Birmingham Sunrise Rotary Club**

**1. When someone wants to nominate a new member, they should fill out the form in the 2nd tab titled Nomination Form and email it to Janet Ellis at janetgellis@gmail.com**

**\*\*\*Be sure to discuss the financial and time commitments with each prospect just to be sure they are aware of the details.**

**The one-time initiation fee is $300. (This is adjusted if the nominee is a current or aging out member of Rotaract. That fee is also waived if the nominee is transferring from another Rotary club.)**

**Quarterly dues are $250, which covers the breakfast costs, administration costs, Rotary international and district dues, and also the $25 per quarter donation to the Paul Harris fellowship program.**

**2. After the nomination form is received by the club secretary, it will then be circulated to the board members for approval.**

**3. The nominee is then posted in 2 consecutive weekly bulletins.**

**4. After the nomination has been posted for 2 weeks, the secretary will then invoice the nominee for the initiation fee (if applicable and the first quarter’s dues.)**

**5. Once those fees have been received, the new member will receive an email welcoming them to the club. The sponsor will introduce him/her to the club at the next available breakfast meeting. The new member will be added to the calendar as the greeter for 4 upcoming meetings.**

**6. Each member is asked to participate in at least 2 projects each year. These have a very small amount of time commitment involved.**

**7. Any questions, email Club Secretary, Janet Ellis, at janetgellis@gmail.com.**