



Membership Application

Longwood Rotary Club, Kennett Square, PA

(This side of the form is to be completed by the SPONSOR and the PROSPECT; the reverse is for the use of the Membership Chair and the Board of Directors.)

Date: _____

Proposed Member's Name: _____

Type of membership (circle one): Active / Senior Active / Honorary / Past Service / Corporate

Employer: _____

Position/Occupation: _____

Office Mailing Address: _____

Home Mailing Address: _____

Phone Numbers: Office: _____ Fax: _____

 Home: _____ Cell: _____

Preferred e-mail address for Rotary info: _____

Spouse/ Partner Name: _____ Number of Children: _____

Birthdate (year optional): _____

Previous Rotary Membership/Involvement: _____

Hobbies, Interests, Volunteerism: _____

Additional comments: _____

Name of Sponsoring Rotarian (Sponsor): _____

My knowledge and recommendation of the Prospect is based on: _____

Prospect attended two meetings as my guest on these dates: _____ & _____

Suggested Vocational Classification: _____

Please return the completed form to the Club Secretary or Membership Chair

(This side is for the use of the Membership Chair and the Board of Directors.)

12 Step Membership Approval Process

- 1. As indicated on reverse, the Member Prospect attended at least two meetings as a guest of the Sponsor.
- 2. Application obtained from Club Secretary or Membership Chair on ___/___/___.
- 3. Completed Application received by Club Secretary.
- 4. Club Secretary retained a copy of completed application and provided the original to the Membership Chair.
- 5. The Membership Chair presented application to Board of Directors, either at (circle one) a Board Meeting or via email.
- 6. Board of Directors considered application and discussed any classification issues, The Membership Chair either:
 - a). Notified the Sponsor of conditional approval (pending consideration of Membership-at-Large) and assigned the vocational classification of _____ on ___/___/___.
 - OR -
 - b) Notified the Sponsor on ___/___/___ that application was rejected and cited the following reason: _____.
- 7. With the Board's conditional approval, a representative of the Membership Committee, _____, held a "Fireside Chat" with the Sponsor and the Prospect on ___/___/___. The Prospect then (chose) (chose not) to proceed. If not, please state why? _____.
- 8. A First Notification to the Club membership was completed on _____, with these results: _____.
- 9. A Second Reading to the Club membership was completed on _____, with these results: _____.
- 10. The First and Second Readings resulted in (approval) (disapproval) by the Club Membership and the Membership Chair informed the Sponsor & the Prospect on _____.
- 11. The Club President conducted the Installation Ceremony on ___/___/___.
- 12. The Program Chair included the new member's Classification presentation at our meeting on ___/___/___.

Please return the completed form to the Club Secretary or Membership Chair