



PROCEDURES REQUIRED BY ROTARY CLUB OF BAILEY'S CROSSROADS ON HOW TO PROPOSE A NEW MEMBER



1. Find a qualified person to consider for membership.
2. Fully discuss Rotary International and our Club with the interested party.
3. Invite the individual to attend at least two or more meetings with you as your guest. A meeting is any scheduled event of the Club where two or more Club Members are in attendance.
4. If, after several meetings the individual has enjoyed meeting our members, expressed an interest in Rotary and you believe he/she would make a good Rotarian, complete the Membership Proposal Form and submit it to the Club Secretary, the Director of Membership and the Club President. The sponsor must prepare and submit a letter of recommendation.
5. The Director of Membership will present the completed proposal packet to the President and Board for a vote on approval.
6. After the Board has approved the nominee for membership, the Club Secretary will notify the sponsor and the Director of Membership to inform the proposed member of the privileges and responsibilities of membership in a Rotary Club. The sponsor then secures the proposed member's permission to publish the nominee's name and background to the membership of the Club. Use the "This is Rotary" pamphlet, Club brochure and the Club By-Laws to provide accurate and detailed information to the prospective new member. Complete the Sponsor's Checklist for Prospective New Member to ensure the prospective new member is informed of all appropriate items. Deliver the checklist to the Club Secretary and Director of Membership.
7. The Club Secretary then notifies the Club members of the proposal for membership by written communication (publication in the Warbler/Club Bulletin) for two consecutive Club meetings.
8. If no objection is filed with the Club Secretary within ten (10) days from the first notification, the proposed member is considered elected to the Club. The Club Secretary will notify the Director of Membership, the President, the sponsor and the applicant with the date for induction as a new member.
 - a. If there is a written objection filed with the Secretary within ten (10) days from the first notification, then the Board will reconsider the application. If the Board still approves the application, it will then be submitted to the membership for approval or rejection at a regularly called Club meeting. Alternatively, the Board can withdraw its approval and the application will not move forward.
9. After induction and payment of the appropriate admission fee and dues, the nominee is automatically a Rotary member of this Club.
10. The Club Secretary will issue a membership card, report his/her name to the District 7610 and Rotary International, and assure the new Member is issued a Rotary badge and lapel pin.

SPONSOR'S CHECKLIST FOR PROSPECTIVE NEW MEMBER

1. _____ 1. Prospective member has been informed of initiation fee if there is any.
2. _____ 2. Prospective member has been informed of annual dues payable semiannually on the first day of July and of January, pursuant to the approved dues structure.
3. _____ 3. Prospective member has been informed about the Rotary Foundation and Paul Harris Fellow/Sustaining Member Eligibility. Sponsor will give the prospective member a copy of the current Rotary Foundation brochure.
4. _____ 4. Prospective member has had explained to them what the various Club committees are and their functions, e.g., Club Service, Membership, Vocational Service, International Service, Youth Services/Youth Exchange, and Community Service.
5. _____ 5. Prospective member has had Club fundraising projects explained. Specifically, the prospective member has been advised that all members will be expected to take an active role in publicizing the Mustang raffle, selling tickets, and attending Mustang raffle related events, such as car-side ticket sales, car shows, etc., as personal schedules permit.
6. _____ 6. Prospective member is fully aware of the emphasis on individual participation.
7. _____ 7. Prospective member has indicated the areas of service in which the member wants to contribute:
_____.
8. _____ 8. Prospective member accepts terms and responsibilities of membership and agrees to have their name placed in nomination.

SPONSOR

PROSPECTIVE MEMBER

DATE



PROPOSAL FOR MEMBERSHIP

_____, 20_____

TO THE SECRETARY OF THE ROTARY CLUB OF BAILEY'S CROSSROADS:

I propose for Membership _____

(Name)

(Call Name)

Home Address _____ Home Phone _____

City, State and Zip _____ Cell Phone _____

Email address: _____ Home fax _____

Birth Date _____ Birthplace _____ Married or Single _____

Spouse's Name _____ Children's' Names _____

Name of Firm, Company or Institution _____

Address _____ Office Phone _____

City, State, Zip _____ Office Fax _____

Organization's Principal Business _____

Position with Firm _____ How long has the nominee lived in the area? _____

How many years have you known him/her? _____ Known his/her family _____

Is he/she of good moral and financial repute? _____ Has he/she ever been a Rotarian or a member of a similar organization? _____ Which? _____

If he/she was a former Rotarian, which Club? _____ Dates _____ RI # _____

Was he/she any of the following: Charter Member? _____ Past District Governor? _____

Past President? _____ Sustaining Member _____ Paul Harris Fellow? _____ Benefactor? _____

To what other Social, Civic or Fraternal Associations or Directories does he/she belong? _____

Do you believe he/she will make a good Rotarian? Y/N

Classification? _____

Signed by: _____, Sponsor

Endorsed by: _____, Rotarian

NOTE:

- (1) The sponsor and one (1) endorser must prepare letters of recommendation.
 - (2) Please address covering letters to the Secretary, ROTARY CLUB OF BAILEY'S CROSSROADS
- Revised 6/30/2021



Rotary Club of Bailey's Crossroads

Sample Sponsor Letter

Date:

Dear Director of Membership:

I hereby submit (name) _____ for membership in the Rotary Club of Bailey's Crossroads.

(Name) _____ is a (Occupation/Title) and highly regarded in her/his field. S/he comes highly recommended by others who have known her/him for several years.

I have personally known (name) _____ for (length of time) _____ through my interaction with her/him as (describe) _____. I also have had the pleasure of sharing her/his company at several of our Club events, and have found her/him to be cordial, intelligent, and enthusiastic.

In particular, (name) _____ (describe something candidate will contribute to BXRC)

Accordingly, I believe s/he will be an asset to our Club and to Rotary.

I have attached the appropriate forms required by our Club for proposing a new member, and I will make myself available to support her/his transition from Red Badge to Blue Badge.

Yours in Rotary Service,

Signed by: (sponsor's name)



Rotary Club of Bailey's Crossroads

Red Badge to Blue Badge

2021-2022

Rotarian Name: _____

Date Inducted: _____

Primary Sponsor: _____

I have accomplished the following Red Badge objectives:

Date: _____ Presented an Introductory talk to the membership.

Date: _____ Attended at least one Board of Directors' meeting.

Date: _____ Actively served on at least one Committee: Club / Membership / Community / International / Vocational / Youth Services & Youth Exchange / Environmental.

Date: _____ Actively served on the Mustang Committee or made ticket sales to someone other than myself.

Please sign, date and submit to Club Secretary

Date: _____

Signature: _____