



CHARTER CHECK LIST

Please type or use block letters and return to Y's Men International
9 avenue Sainte-Clotilde, CH 1205 Geneva, Switzerland

Date _____

Dear Rolando,

Here is another charter application. I am aware that it is my responsibility as the Regional Director for this Region to make sure that all the minimum charter application requirements are met and that you do not have the authority to issue a charter unless they are met.

I have carefully scrutinized these application papers, as indicated by the check list below, and hereby approve this application.

The charter should be filled in with the following name by which the club is to be known *

- _____ 1. Charter application signed by all members. Number of members _____
- _____ 2. Copy of proposed constitution which conforms to our Regional Constitution.
- _____ 3. Copy of proposed by-laws which conform to our Regional By-Laws.
- _____ 4. One copy of typewritten mailing roster of all members, including the postal area code where applicable.
- _____ 5. The club's by-laws have set annual dues at _____ (in the country's monetary denomination) exclusive of meals and all other costs.
- _____ 6. The indoctrination session for the new officers, board and committee chairpersons by the sponsoring club and District Governor, which is required before the charter can be presented, was/will be held on:

Date _____

* Please make sure that the name is in conformity with the International Constitution, Article III, Section 1 and Guideline 302.

_____ 7. The club has set its Charter Date for
Exact date _____
(Please allow *at least 6 weeks* between the mailing of this application and the Charter Date above.)

_____ 8. Name of Club President _____
Address _____

E-mail address _____

_____ 9. Name of Club Secretary _____

_____ 10. Name of YMCA Secretary _____
related to the club (if any)

_____ 11. The new club is in the _____ District

_____ 12. The sponsoring club is _____

_____ 13. Charter to be sent to _____
Address _____

_____ Regional Director

_____ Region

Note: All members who join the club within a 60-day period immediately following the date of receipt of the complete charter application in the International Office (which date becomes the official “charter application date”) will be accepted as charter members. All such names must be forwarded to the International Office by mail, postmarked on or prior to the termination date.

MEETINGS

Day of week _____ Time: from _____ o'clock to _____ o'clock

Frequency _____ Venue _____