

Certification For Chartering a YP Civitan Club

Club Name: _____ **District:** _____

A copy of the club's proposed budget, newsletter or bulletin and Bylaws as approved by the district judge advocate must be attached. It is not necessary to get judge advocate's approval if using Standard Form YP Bylaws, CL153. Please return to: Civitan Interantional YP Program • P.O. Box 130744 • Birmingham, Alabama 35213-0744 • Fax (205) 592-6307 • Email yp@civitan.org

The club will meet: (a) How many times per month: _____ (b) Day of week: _____ (c) Time: _____

(d) Place and address: _____

City: _____ State/Province: _____ Postal Code: _____

If not meeting every week, will the club meet: 1st week 2nd week 3rd week 4th week

List of Officers

President: _____

Directors:

President-Elect: _____

Programs: _____

Secretary: _____

Membership: _____

Treasurer: _____

Fundraising: _____

Billing Contact: _____

Projects: _____

Chaplain (optional): _____

Publicity/PR: _____

Sergeant-at-Arms (optional): _____

Other: _____

Have all club officers completed training? Yes No

Date of training: _____

The New Club Development Team Leader is: _____

Telephone: (W) _____ (C) _____ Email: _____

The new club has established a bank account at: _____

The club's official mailing address is: _____

City: _____ State/Province: _____ Postal Code: _____

According to Civitan International Policy, no more than:

- three Accredited/Certified Club Builders can be recognized for any one club chartering with 20 to 29 members
- four for any one club chartering with 30 to 39 members
- five for any one club chartering with 40 or more members

The club builders will receive credit for building this club in the order they are listed, unless the governor notifies Civitan International in writing of the change within 30 days after the charter date. For example if the club charters with only 30 members, the fifth builder listed will not be credited as a club builder. The Accredited/Certified Club Builder(s) for this new club and their clubs are:

Name/ Civitan Club

Name/ Civitan Club

Name/ Civitan Club

Name/ Civitan Club

Name/ Civitan Club