

Campus Civitan

Charter Presentation and Announcement Information

Fill out and send to Civitan International. An announcement is sent to each club president and district officer within the new club's district, giving the time, location and cost of the charter banquet. In order to get this information out in time for them to respond, this information should be at Civitan International three weeks prior to the charter ceremony.

Official name of club _____

City/ State/Province /Postal Code _____

Date of charter celebration _____ Time _____

Name of Location for charter celebration _____

Address of Location for charter celebration _____

Type of charter celebration (dinner, lunch, etc.) _____

Can accommodate approximately _____ visiting Civitans and guests other than charter members of the new club.

Cost per person \$ _____ Make dinner reservations with (name) _____

Complete Mailing Address _____

Telephones: Daytime (____) ____ - ____ Nighttime (____) ____ - ____ Cell(____)____ - ____

E-mail: _____

The sponsoring Civitan club(s) is: _____

Name of contact person for questions regarding new club _____

Complete Mailing Address _____

Telephones: Daytime (____) ____ - ____ Nighttime (____) ____ - ____ Cell(____)____ - ____

The club builders principally responsible for building this new club are:

Name _____ E-mail: _____

Name _____ E-mail: _____

Name _____ E-mail: _____

Congratulatory messages should be sent to:

New Club President _____

New Campus Club Name _____

Address _____

City/State/Province/Postal Code _____

E-mail _____

Send to:
Civitan International, Campus Coordinator

P. O. Box 130744, Birmingham, Alabama 35213-0744

Fax: (205) 592-6307