



Request for Leave of Absence

Club Leave of Absence Policy

The Board may grant an initial leave of absence of up to three months, exempting members from weekly meeting attendance requirements and pre-payment of meals during the leave period. Members are NOT exempted from paying regular club dues during a leave period.

The initial three-month leave may be extended once, at the request of the Rotarian and the discretion of the Club Board, for a maximum combined length of six months. At the end of the six month period, a Rotarian is expected to return to active membership or resign from the club.

When business and personal conflicts arise, members are encouraged to complete make-ups at other Rotary Club meetings as a first course of action before considering a request for leave of absence. A directory of 32,000 meetings worldwide can be accessed at www.rotary.org.

Requests will only be considered retroactively to the first of the month in which the leave was requested. Should a situation arise, Rotarians should plan accordingly and request leave as soon as possible.

Adopted by the Club Board of Directors, 8/07

Member Name

Year Joined Club

Dates of Requested Leave (3 months max.)

Date Submitted

Reason for Request: Business Personal Travel Other

Please Elaborate: (The Club Board May Request Further Information Considering your Request)

I understand Rotarians are encouraged to make up absences and are welcome at Rotary Clubs around the world. However, I do not feel my situation will allow me to sufficiently make up during my requested leave of absence. I also understand that, if granted a leave, I will still be responsible for my regular club dues, must pay for any Rotary luncheons I might attend while on leave, and I will only be eligible to renew a three-month leave once totaling six months, at which time I must return to active membership or resign from the club.

Signature

Date