

PROCEDURE TO PROPOSE AND SPONSOR A NEW MEMBER

The Rotary Club of Cupertino's procedure for bringing new members into our club:

1. Invite a potential new member to attend at least two luncheon meetings as your guest. Please introduce the person as your "honored guest" and not as a potential new member. At that time you should discuss with the person the benefits and obligations of being a member of the Rotary Club of Cupertino.
2. If, after your conversations with the person, you then feel that he/she would be an asset to our club and should be considered for membership, please contact either the Club Secretary or Membership Director and request that a Rotary Information meeting be scheduled. You will now become the Sponsor. Inform the prospective member that both of you will be invited to attend a Rotary Information Meeting. Both of you will be contacted to arrange a convenient time to meet.
3. When notified of the time and place, attend the Rotary Information Meeting with your prospect. Also in attendance will be the Club President and Membership Director or other Membership Committee member. The purpose of the meeting is to discuss the qualifications, benefits, expectations and obligations of membership in the club. Both of you will be given an opportunity to ask questions. Your prospect will be given a Membership Packet including Rotary and club information and a membership application. After the meeting, the application can be filled out and signed by both you and the prospect. The completed application is to be given to the Secretary or Membership Director.
4. The following procedure will then take place:
 - a. The Classification Committee will verify that the application is complete, references will be checked and a Rotary classification will be assigned.
 - b. The application will be considered by the Board of Directors at its next regularly scheduled meeting. You will be notified of its decision.
 - c. If approved, the candidate's name and information will be published in the Rotator.
 - d. If there are no objections from the membership within 10 days of the published date, the candidate will become eligible for induction after payment of the initial fee and prorated membership fee and membership dues.
5. Arrangements will be made for you to bring the new member to a regular meeting where he/she will be inducted into the club as a new member. Until inducted as a new member, the person should continue to attend regular meetings and be introduced as your "honored guest".
6. It is expected that the membership process will take 4-6 weeks. If you have any questions, contact the Membership Director.