

## HOW TO PROPOSE A NEW MEMBER

Being a member of the Rotary Club of Reno Sunrise is a privilege and with that every Rotarian shares the responsibility of seeking qualified persons to fill open classifications. In this way every club member can help the club achieve a full representation of the business and professional aspects of the community. Individuals who have management or leadership responsibility in their companies, organizations or agencies are considered qualified candidates for membership.

The basic procedure by which a person is proposed for and elected to membership in the Rotary Club of Reno Sunrise is as follows:

1. The Application must be completed and signed by two sponsors. A sponsor/candidate questionnaire must accompany the application. Incomplete applications and questionnaires will be returned to the sponsor for completion before being forwarded to the Membership Committee and the Board of Directors. **Submit the completed application to the Club President Elect for processing.**
2. Upon approval of the Board of Directors, the prospective member's name is published to the membership. If no negative response is received from the membership after publication, the prospective member is invited to join the Rotary Club of Reno Sunrise, subject to the prospective member's completion of the Rotary information meeting and payment of the prescribed admission fees and dues. If an objection is received, the Board of Directors will vote again on the prospective member.
3. The sponsor will then introduce the new member to the Club at a regular meeting.
4. In addition to the support that a new member's sponsors will provide, the new member will be assigned to a mentoring group that will provide additional support during the first year of membership in order to fully integrate the member into the Rotary Club of Reno Sunrise.

The Rotary Club of Reno Sunrise has established itself as an outstanding Rotary club. We want new members who will continue the good work and the traditions of the Club.

## ATTENDANCE REQUIREMENTS

As a Reno Sunrise Rotarian, you will be expected to abide by the following Rotary International and Club bylaws as they apply to attendance.

Regular Rotary attendance is a habit from which you and your fellow Rotarians benefit by sharing fellowship and vocational knowledge at the weekly meetings. Your attendance at Reno Sunrise meetings should be your first priority.

To be counted present at our Friday morning meetings you should plan to arrive by 7:00 am. Meetings end not later than 8:30 am. On those few occasions that you must leave early for business reasons, as a courtesy please tell the President and express your regrets to the speaker prior to the beginning of the formal meeting. This is called "*Scooting*".

Your membership can be terminated for failure to pay your account in a timely manner or miss four (4) consecutive meetings without advanced approval by the board or failure to attend or make up at least 50% of club regular meetings in each half of the Rotary year.

To help with your attendance and to enhance your enjoyment of Rotary you are encouraged to "*make up*" the meeting you missed or will miss. A "*make up*" is simply attending another club's meeting fourteen (14) days before or fourteen (14) days after the missed meeting. You can "*make up*" at the following local clubs or almost anywhere in the world. You can ask the Secretary for information regarding possible "*make up*" locations or you can find club meeting times and sites on the web at [www.rotary.org](http://www.rotary.org). In addition there is a cyber-club where you can make up as well. It can be found at [www.rotaryclubone.org](http://www.rotaryclubone.org). This option should not become your make up site of choice. Fellowship is a major part of Rotary so making up at a club is encouraged if you are not able to be at Reno Sunrise.

**ESTIMATED FINANCIAL OBLIGATION  
OF A RENO SUNRISE ROTARIAN**

**NON-DISCRETIONARY**

**ADMISSION FEE** \$ 75.00

One time fee due before being inducted

**ANNUAL DUES** \$ 150.00

Billed semiannually; July and January

**ANNUAL FINES/HAPPY DOLLARS** \$ 100.00

No guest at table, travel, name in paper, promotion, etc.

**MISCELLANEOUS RECOGNITION FINES** \$ 50.00

Birthday and anniversary fines

**DISCRETIONARY**

**FRIDAY BREAKFAST** \$ 690.00

Based on attending 46 meetings at \$15 per full breakfast

(Based on attending 46 meetings at \$6 for coffee only) (276.00)

**SOCIAL FUNCTIONS** \$ 200.00

Summer picnic, Christmas party, demotion party, club socials

**ROTARY FOUNDATION** \$ 100.00

Amount to be sustaining member of Rotary Foundation

**APPROXIMATE TOTAL COST FIRST YEAR** \$ 1,365.00

**APPROXIMATE TOTAL COST SECOND AND  
FOLLOWING YEARS** \$ 1,290.00

Sign to acknowledge understanding of this estimate of financial obligations.

NAME \_\_\_\_\_ DATE \_\_\_\_\_

SIGNATURE \_\_\_\_\_

**Rotary Club of Reno Sunrise, Nevada  
Membership Application**

**Please return the completed application to: P.O. Box 11456, Reno, NV 89510  
(Please Print or Type)**

Candidate's Name: Last: \_\_\_\_\_ First: \_\_\_\_\_ Initial: \_\_\_\_\_ Nickname: \_\_\_\_\_

Partner's Name: Last: \_\_\_\_\_ First: \_\_\_\_\_ Initial: \_\_\_\_\_ Nickname: \_\_\_\_\_

Sponsor's Name: Last: \_\_\_\_\_ First: \_\_\_\_\_

Second Sponsor's Name: Last: \_\_\_\_\_ First: \_\_\_\_\_

**Sponsors/Candidate Questionnaire:**

**To be filled out by the Sponsors:**

1. How long have you known the candidate? \_\_\_\_\_ Years \_\_\_\_\_ Months
2. Delineate in what capacity you know the candidate (i.e. employee, served on a board together, friend, etc.). \_\_\_\_\_  
\_\_\_\_\_
3. Why are you recommending the candidate for membership in Rotary? Please include what specifically you believe the candidate will bring to Rotary. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**To be filled out by the Candidate and Sponsor together:**

1. Contact information:  
Residence Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
City: \_\_\_\_\_ St. \_\_\_\_\_ Zip Code \_\_\_\_\_ E-Mail: \_\_\_\_\_  
Business Name: \_\_\_\_\_  
Business Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ St. \_\_\_\_\_ Zip Code \_\_\_\_\_  
Business Phone: \_\_\_\_\_ Business Fax: \_\_\_\_\_ Cell Phone: \_\_\_\_\_
2. Provide a statement as to your reason for interest in Rotary at this time. \_\_\_\_\_  
\_\_\_\_\_
3. Have you been a Rotarian before? \_\_\_\_\_ If yes, please provide the following information:  
Club Name: \_\_\_\_\_ Dates of Membership \_\_\_\_\_  
Classification Held: \_\_\_\_\_ Paul Harris Fellow (Y/N) Sustaining Member (Y/N)  
Offices Held and significant responsibilities: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Club Name: \_\_\_\_\_ Dates of Membership \_\_\_\_\_  
Classification Held: \_\_\_\_\_ Paul Harris Fellow (Y/N) Sustaining Member (Y/N)

Offices Held and significant responsibilities: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If you have been a member of more than two clubs, please provide that information on a separate sheet.

4. Please provide names and phone numbers of three (3) non-Rotarian references:
- |      |       |       |       |
|------|-------|-------|-------|
| Name | _____ | Phone | _____ |
| Name | _____ | Phone | _____ |
| Name | _____ | Phone | _____ |

5. Identify areas of professional/vocational experience and expertise. Please itemize education including degrees attained, licenses or certificates, training, job history including employers, or attach resume.
- \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. Identify areas of community service and volunteer work. Include organizations, entities, or boards by name (including dates and capacity served), and highlight contributions and accomplishments.
- \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. Beyond your professional expertise, what additional skills do you bring to Rotary? \_\_\_\_\_  
\_\_\_\_\_

8. Recommend possible capacity in which the candidate may serve Reno Sunrise initially, and where they may specifically contribute in the future. \_\_\_\_\_  
\_\_\_\_\_

I have reviewed the financial and attendance requirements with my sponsor(s) and have answered the above information to the best of my ability. I have also signed the financial data sheet. I hereby submit my application for consideration for membership in the Rotary Club of Reno Sunrise, Nevada.

Candidate's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Sponsor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Second Sponsor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

OFFICE USE ONLY

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Received by Secretary \_\_\_\_\_ Date: \_\_\_\_\_  
Action by Membership Committee: Approved/Disapproved \_\_\_\_\_ Date: \_\_\_\_\_  
Approved Classification: \_\_\_\_\_ Date: \_\_\_\_\_  
Board Approval: \_\_\_\_\_ Date: \_\_\_\_\_  
Published to Membership: \_\_\_\_\_ Date: \_\_\_\_\_  
Orientation Meetings: \_\_\_\_\_ Date: \_\_\_\_\_  
Club Induction: \_\_\_\_\_ Date: \_\_\_\_\_