



# NEW ROTARACT CLUB APPLICATION

Congratulations, and thank you for your time and effort in organizing your club!

To register your club with Rotary International and receive its charter, complete this application fully. Email is a vital part of Rotary's communication strategy, so include an email address for each member and a separate email address for the club.

- Note that the information you and your fellow charter members submit is subject to [Rotary's privacy policy](#).
- Ask your district governor to sign this application to verify that the information is accurate and complete.
- Send the completed application to your district's [Club and District Support representatives](#). If information is missing from this form, Club and District Support will contact you.

## CLUB NAME

*The name of a Rotaract club is to identify the club with the community or area of interest of its members and to distinguish it from all other Rotaract clubs. Club names shall not use the "Rotary" name or other Rotary Marks and shall not include references to ethnicity, gender identity, political viewpoints, race, religion, sex, sexual orientation, or trademarks without written permission of the trademark owner. A university-based Rotaract club may use the name of the university or institution of higher learning for which it is affiliated in its club name with the permission of the institution.*

The name of this organization will be the Rotaract Club of:

Club name \_\_\_\_\_

State or province \_\_\_\_\_

Country or geographic area \_\_\_\_\_

## CLUB BASICS

*A Rotaract club may be community-based or university-based. ("University" includes all institutions of higher education.) If the Rotaract club is university-based, the counsel of sponsor club or clubs (if applicable) shall be exercised in full cooperation with university authorities, with the understanding that such clubs are subject to the same regulations and policies established by the university authorities for all student organizations and extracurricular activities of the university.*

Check one: ☐ Community-based ☐ University-based

[Review examples of club models](#). If your club is using a specific model, indicate that below. You can indicate more than one model, specify a new model that is not yet listed in our examples, or leave the space blank if it doesn't apply.

Club model \_\_\_\_\_

If applicable, briefly describe your club's primary cause or interest (e.g., fighting human trafficking, participating in triathlons, etc.) \_\_\_\_\_

In what language does the club prefer to receive correspondence?

Check one: ☐ English ☐ French ☐ German ☐ Italian ☐ Japanese ☐ Korean ☐ Portuguese ☐ Spanish

*Your club is required to have a permanent email address, and it cannot be the same as any other club's or member's email address.*

Club email address \_\_\_\_\_

Website and social media pages (if applicable) \_\_\_\_\_

Mailing address \_\_\_\_\_

Was this club previously a satellite club? ☐ Yes ☐ No If yes, satellite club ID number \_\_\_\_\_

## OFFICERS

*Each role should be filled by a different person, with the exception of president-elect, who can be the same as the president. We require the names of the president, president-elect, secretary, and treasurer, at minimum. Please mark the box below each role to indicate if they will continue to serve in the role for the next Rotary year, starting 1 July, or leave it unmarked if their term will end on 30 June of this Rotary year.*

**President** \_\_\_\_\_

☐ Officer will continue in this role next Rotary year

**President-elect** \_\_\_\_\_

☐ Officer will continue in this role next Rotary year

**Secretary** \_\_\_\_\_

☐ Officer will continue in this role next Rotary year

**Treasurer** \_\_\_\_\_

☐ Officer will continue in this role next Rotary year

**Membership chair** \_\_\_\_\_

☐ Officer will continue in this role next Rotary year

**Rotary Foundation chair** \_\_\_\_\_

☐ Officer will continue in this role next Rotary year

**Service projects chair** \_\_\_\_\_

☐ Officer will continue in this role next Rotary year

**Public image chair** \_\_\_\_\_

☐ Officer will continue in this role next Rotary year

## CHARTER MEMBER DETAILS

*Please complete the [New Rotaract Club Charter Member List](#) and submit it to [Club and District Support](#) with this application.*

## CLUB MEETING DETAILS

Meeting day \_\_\_\_\_ Meeting time \_\_\_\_\_

Meeting frequency \_\_\_\_\_

Meeting format (in person, online, or both) \_\_\_\_\_

*If your club meets in person, give the name and address of the meeting place, including the postal code. If your club meets online, give the details that are needed for participating. If your club offers both in-person and online meetings, provide information for both.*

**Meeting location or platform**

## ROTARACT ADVISER (optional)

*A Rotaract adviser may be a Rotarian, a Rotaractor from another club, a faculty member, or a community leader who supports the Rotaract club. Although a club may have several advisers, Rotary International asks you to report only one adviser each Rotary year (1 July to 30 June).*

First name \_\_\_\_\_ Middle name \_\_\_\_\_ Last name \_\_\_\_\_

Is the Rotaract adviser currently a Rotarian or Rotaractor? ☐ No ☐ Yes

If yes, member ID number \_\_\_\_\_

*The Rotaract adviser's email address cannot be the same as the club's permanent email address or any other club's or member's email address.*

Email \_\_\_\_\_

City \_\_\_\_\_ State/Province \_\_\_\_\_ Country \_\_\_\_\_

In what language does the adviser prefer to receive correspondence?

Check one: ☐ English ☐ French ☐ German ☐ Italian ☐ Japanese ☐ Korean ☐ Portuguese ☐ Spanish

☐ Adviser will continue in this role next Rotary year

*By signing below, you agree to share the contact information above with Rotary International and accept [Rotary's privacy policy](#).*

Rotaract adviser's signature \_\_\_\_\_ Date \_\_\_\_\_

## SPONSOR CLUBS

*A Rotaract club may be sponsored by up to three Rotary or Rotaract clubs in its district. The district governor must approve in writing any additional Rotary or Rotaract club sponsors after carefully considering the best interests of the sponsored Rotaract club.*

Will this club be sponsored? Check one:

☐ This club will charter without a sponsor club (go to [CERTIFICATION](#))

☐ This club will charter with the following sponsor club or clubs (continue below)

*By signing below, the sponsor club president or presidents affirm that they understand and accept the provisions of the [Rotary Code of Policies](#), as they pertain to Rotaract, and the [Standard Rotaract Club Constitution](#) and [Recommended Rotaract Club Bylaws](#). The sponsor club or clubs agree to mentor the members of the new Rotaract club and guide them in service. Sponsor clubs have no administrative access and no right to change information on behalf of the sponsored Rotaract club.*

Sponsor club 1 name \_\_\_\_\_ Sponsor club 1 ID number \_\_\_\_\_

Sponsor club 1 type: ☐ Rotary club ☐ Rotaract club

Sponsor club 1 president's name \_\_\_\_\_ Sponsor club 1 president's signature \_\_\_\_\_ Date \_\_\_\_\_

Sponsor club 2 name \_\_\_\_\_ Sponsor club 2 ID number \_\_\_\_\_

Sponsor club 2 type: ☐ Rotary club ☐ Rotaract club

Sponsor club 2 president's name \_\_\_\_\_ Sponsor club 2 president's signature \_\_\_\_\_ Date \_\_\_\_\_

Sponsor club 3 name \_\_\_\_\_ Sponsor club 3 ID number \_\_\_\_\_

Sponsor club 3 type: ☐ Rotary club ☐ Rotaract club

Sponsor club 3 president's name \_\_\_\_\_ Sponsor club 3 president's signature \_\_\_\_\_ Date \_\_\_\_\_

## CERTIFICATION

*The signatures of the Rotaract club president and secretary verify that this club is organized in accordance with Rotary's policies and constitutional documents and that the information in this application is accurate. This certification will be kept on file by the club.*

The club officers' signatures below affirm that this club:

1. Will abide by the [RI Constitution](#) and [RI Bylaws](#)
2. Has adopted the [Standard Rotaract Club Constitution](#) as its own and will abide by it
3. Will always have bylaws that are in harmony with Rotary's constitutional documents, including the [Standard Rotaract Club Constitution](#)
4. (a) If community-based, will not become a member of, or assume obligations of membership in, any organization other than Rotary  
(b) If university-based, will comply with the university's regulations and policies for the use of its name
5. Will meet the obligations of a member club of Rotary

Rotaract club president's signature \_\_\_\_\_ Date \_\_\_\_\_

Rotaract club secretary's signature \_\_\_\_\_ Date \_\_\_\_\_

As governor of the district, I endorse this club's application for admission to Rotary and certify that it meets the requirements in [Rotary's constitutional documents](#) and the [Rotary Code of Policies](#).

I confirm that these statements are true and correct:

1. All members of the proposed new Rotaract club have participated in an appropriate orientation and education program under the guidance of district leaders and, if applicable, members of any sponsor clubs.
2. The club has set an annual fee to cover its financial obligations, including annual per capita dues paid to Rotary International.
3. The club has a well-balanced membership in compliance with the [RI Bylaws](#).
4. The club is fully aware that it is not allowed to limit membership based on gender, race, color, creed, national origin, or sexual orientation or to impose any membership condition not specifically allowed by the [RI Constitution](#) or [RI Bylaws](#).
5. All current or former Rotary members who are joining this new club have provided written statements from their current and previous clubs that all their debts to the clubs have been paid.

District governor's name \_\_\_\_\_ District \_\_\_\_\_

District governor's signature \_\_\_\_\_ Date \_\_\_\_\_