You inform:

Secretary

President

Chair MC

1. **New Contact**

**A.** Basic data form + CV; Mentor will be appointed

1. **Becoming a**

**Candidate**

**B.** Meeting with 2 members, to get to know each other

Formally invited as Candidate

1. **Candidate**

Members inform MC if they have serious concerns\*

1. **Becoming a**

NO serious objections?

**Member**

Inducted by our President

**Member**

\*If serious objections are raised at any moment: The Chair of the MC (or his/her delegate) and the President of RCT will speak to the objecting member, discuss the concerns and take a decision whether to go ahead with the induction and inform the small Board and the objecting member of its decision and arguments. If the decision is NOT to induct the Candidate, both the Candidate and his/her Peter/Meter will be informed of the reasons. The Confidentiality will be discussed with the objecting member before disclosing his/her identity to other RCT members, but the President and the Chair of the MC should have some flexibility in handling the matter and involving other MC and RCT members prior to any decision.

1. How does someone become a **New Contact**?

Self-initiated? or proposed by existing member (you).

=> You inform the Secretary, President and Chair of MC (Membership Committee) at least 5 days in advance of an upcoming Statutory meeting. Secretary announces the attendance of the New Contact to the Statutory meeting in the invitation to all members. Only first dinner to be paid by club or introducing member.

2. How does someone become a **Candidate**?

New Contact shows interest, MC will appoint a Mentor (also known as Peter / Meter). BEFORE second visit to Statutory meeting: Two Steps are necessary =>

**A =** blank Basic Data Form will be provided by Chair of MC. Candidate will mail filled-in form plus CV to Secretary and Chair of MC.

**B =** Candidate will meet with 2 members (at least one of MC) in order to get to know the Candidate, provide information on RCT/RI, evaluate suitability for RCT membership and answer questions of the Candidate.

3. As a Candidate he/she will be:

Formally invited to his/her second Statutory meeting and his/her CV will be circulated by the Secretary to all members (but NOT to other Candidate members!). All members will be invited to welcome and get to know the Candidate and to inform anyone from the MC of serious concerns with respect to the Candidate’s possible future membership over the next 2 months.

4. How does someone become a **Member**?

After having attended at least 6 up to 9 Statutory meetings and provided NO serious objections were expressed by any member, the secretary will check with the Peter/Meter before sending a last announcement to the members announcing the induction of the Candidate unless a member informs the Chair of the MC within 7 days that he/she has serious objections\* to the induction of the Candidate.

The MC, after consulting the Peter/Meter, may decide that it makes sense for the Candidate to attend more meetings before the induction takes place.

The Candidate will be inducted during a SV meeting. We have a new Member!

Peter/ Meter will be appointed

1. **Becoming a**

**Transfer**

**Candidate**

Basic data form & CV

1. **Candidate**

Invite Transfer Candidate

1. **Becoming** **a  
   Member**

Inducted by our President

**Member**

1. How to **Transfer** to Rotary Club Tervuren?

MC will appoint a Mentor, send the RCT intro-booklet to the Transfer Candidate and ask Candidate for a CV and to fill out the Basic Data Form. The Peter/Meter will inform the Transfer Candidate about RCT.

2. **Transfer Candidate**

Secretary invites Transfer Candidate for first Statutory Meeting and announces to members. Checks with former club the finances and also request the Transfer Candidate to provide recommendation letter from former club. Members of especially the MC are encouraged to speak with the Transfer Candidate during meetings.

3. How does **Transfer Candidate** become a **Member**?

After having attended 3 Statutory meetings, the secretary will announce the induction of the Transfer Candidate at the next meeting.

The Candidate will be inducted by our President. We have a new Member!