



Y'S MEN INTERNATIONAL

Service Club in partnership with the YMCA

"To acknowledge the duty that accompanies every right"

Y'S YOUTH CLUB CHARTER CHECK LIST

To be completed (typed or block letters) by the Club President and sent with the Charter Application to the ASD YIA. Once endorsed by the ASD YIA, the application is then forwarded by post or email to the Youth Intern at:

Y's Men International, 9 avenue Sainte-Clotilde, CH 1205 Geneva, Switzerland (email: ihq@ysmen.org)

Date _____

Dear Area Service Director – Youth Involvement and Activities,

Attached is a Charter Application for a new Y's Youth Club. The charter should be filled in with the following name by which the Youth Club is to be known*:

- _____
- _____ 1. Charter Application signed by all members. Number of members _____
 - _____ 2. Copy of proposed constitution.
 - _____ 3. Copy of proposed by-laws.
 - _____ 4. One copy of typed mailing roster of all members, including the postal area code where applicable.
 - _____ 5. The indoctrination session for the new officers, board and committee chairpersons by the sponsoring Club and District Governor, which is required before the charter can be presented, was/will be held on:
Date _____
 - _____ 7. The Club has set its Charter Presentation Date for
Exact date _____
(Please allow **at least 6 weeks** between the mailing of this application to IHQ and the Charter Presentation Date above.)
 - _____ 8. Name of Club President _____
Address _____

E-mail address _____

*Please make sure that the name is in conformity with the Y's Youth Club Formation Guidelines, Part G.

- _____ 9. Name of Youth Club Secretary _____
- _____ 10. Name of YMCA Secretary _____
related to the Club (if any)
- _____ 11. The new Youth Club is in the _____ Region
- _____ 12. The sponsoring Club is _____
- _____ 13. Charter to be sent to (address) _____

Club President

Area Service Director
Youth Involvement and Activities

Note: All members who join the Club within a 60-day period immediately following the date of receipt of the complete charter application in the International Office (which date becomes the official “charter application date”) will be accepted as charter members. All such names must be forwarded to the International Office by mail, postmarked on or prior to the termination date.

MEETINGS

Day of week _____

Time: from _____ o'clock to _____ o'clock

Frequency _____ Venue _____

Dear Youth Intern,

Here is another charter application. I am aware that it is my responsibility as the Area Service Director - Youth Involvement and Activities to make sure that all the minimum charter application requirements are met and that you do not have the authority to issue a charter unless they are met.

I have carefully scrutinised these application papers as indicated by the checklist above and hereby approve this application.

Area Service Director
Youth Involvement and Activities