



SUTTON PARK PROBUS CLUB

PROCEDURE FOR FULL MEMBERSHIP APPLICATIONS

1. Proposer notifies secretary of potential applicant
2. Secretary gives proposer:
Proposer's form & Application form
Both forms to be returned to Secretary and then:
Proposer arranges to bring Applicant to next General Meeting
3. Secretary:
Informs membership of application
Sends "Interview Notes Form" to President
4. At General Meeting:
President welcomes and introduces applicant to membership
President and Vice President carry out informal "interview"
5. Outcome:
President informs Secretary if application approved.
Secretary sends letter and welcome pack to successful applicant.

APPLICATION PACKAGE

Part 1: To the Proposer

Contents

Explanatory notes for proposer
Proposer's form
Application form

Part 2: To the President

President's Interview Notes Form

Part 3: To the successful Applicant

Welcome Pack Contents

Copy of the Constitution
Club Privacy Policy
Data Protection Consent form