

Charter Membership Application & Payment Information



Prospective members should follow the instructions provided below for becoming a charter member.

1. Completely fill out and sign the **Charter Membership Application**.
2. Completely fill out and sign the **Payment Information** document (page 3).
3. Submit both completed and signed documents to the club coordinator.

For questions, please contact newclubs@toastmasters.org.

MEMBERSHIP APPLICATION

Club Information

This section is completed by a club officer

Club number _____ Club name _____ Club city _____

Applicant Information

This section is completed by the applicant. Male Female

Last name/Surname _____ First name _____ Middle name _____

The monthly *Toastmaster* magazine will be sent to the following address:

Organization/In care of _____

Address line 1 (limit 35 characters) _____

Address line 2 (limit 35 characters) _____

City _____ State or province _____

Country _____ Postal code _____

Home phone number _____ Mobile phone number _____ Email address _____

Membership Type

- New Reinstated (break in membership)
 Dual Renewing (no break in membership)
 Transfer (If applicant is transferring from another club, please fill in the three lines below.)

Previous club name _____

Previous club number _____

Member number _____

New Member Kit Preference

- English 日本語
 العربية Español
 繁體中文 Português
 Français Accessible PDF on CD for the visually impaired (English only)
 Deutsch
 简体中文

Toastmasters International Dues and Fees

This section is completed by the applicant with the help of a club officer. Dues and fees are payable in advance and are not refundable or transferable from one member to another.

1. New member fee (US\$20) US\$ _____
 Paid only by the new members, this fee covers the cost of the New Member Kit and processing.

3. Renewals (optional)
 Pursuant to the Bylaws of Toastmasters International, although you are submitting 6 months of dues at time of charter, Toastmasters clubs are required to remit membership payments semiannually in April and October. Clubs chartering in September or March may wish to submit their renewal dues now to avoid having to collect dues from each member twice in two months. If your club charters in the months of October through March, your next dues renewal is due April 1st. If your club charters in the months of April through September, your next dues renewal is due October 1st. Based on the month your club charters the amount of dues renewal per member is as follows:

		DISTRICTED	UNDISTRICTED
<input type="checkbox"/> October	or <input type="checkbox"/> April	US\$45.00 \$ _____	US\$33.75 \$ _____
<input type="checkbox"/> November	or <input type="checkbox"/> May	37.50 _____	28.13 _____
<input type="checkbox"/> December	or <input type="checkbox"/> June	30.00 _____	22.50 _____
<input type="checkbox"/> January	or <input type="checkbox"/> July	22.50 _____	16.88 _____
<input type="checkbox"/> February	or <input type="checkbox"/> August	15.00 _____	11.25 _____
<input type="checkbox"/> March	or <input type="checkbox"/> September	7.50 _____	5.63 _____

1a. California clubs add sales tax (US\$1.55) US\$ _____

2. Membership dues (US\$45 or US\$33.75 if undistricted) US\$ _____

4. Total payment to Toastmasters International US\$ _____
 Total of 1, 2 and 3

Club Dues and Fees Worksheet

Club dues must be paid directly to the club. World Headquarters cannot charge credit card payments for club dues.

International Fees and Dues US\$ _____
 (from line 4 above)

Club new member fee _____

Club dues _____

Total payment to club _____

I want my membership to begin: _____
 Month/Year

Member's Agreement and Release

Consistent with my desire to take personal responsibility for my conduct, individually and as a member of a Toastmasters club, I agree to abide by the principles contained in "A Toastmaster's Promise" and the Toastmasters International Governing Documents and my club. I will refrain from any form of discrimination, harassment, bullying, derogatory, illegal, or unethical conduct, and I understand that if I engage in such conduct, I agree to reimburse Toastmasters International, my club or other clubs, or other individuals involved with Toastmasters, for any damages, losses or costs resulting from my conduct. Understanding that Toastmasters programs are conducted by volunteers who cannot be effectively screened or supervised by Toastmasters International or its clubs, I release and discharge Toastmasters International, its clubs, governing bodies, officers, employees, agents, and representatives from any liability for the intentional or negligent acts or omissions of any member or officer of my club or other clubs, or any officer of Toastmasters International. Should a dispute of some nature arise, I expressly agree to resolve all disputes, claims, and charges relating to Toastmasters, districts, clubs, and Toastmasters members in accordance with Protocol 3.0: Ethics and Conduct.

By submitting this application, I expressly agree to the following:

- ▶ The collection, use and processing of the personal information I provide to Toastmasters in this membership application for the purposes of organization administration, payment of my dues, and inclusion of my contact information in a members' directory that will be distributed to members and employees of Toastmasters. In addition, the collection, use and processing of my personal information collected by Toastmasters International through Toastmasters' website and by electronic communications.
- ▶ That my information may be accessed and used by Toastmasters, its employees and agents, district officers, and club officers, by submitting my personal information to Toastmasters, accessing Toastmasters' website, or communicating with Toastmasters.
- ▶ Maintain changes to my personal contact information to ensure it is accurate and current by updating my personal profile page located on the Toastmasters International website www.toastmasters.org/login. I understand that the majority of the data requested in this application is necessary for administrative and planning purposes.
- ▶ That Toastmasters International, its employees and agents, district officers, and club officers may send me communications, emails, and messages and may contact me through electronic communications, emails, messages, phone calls and mail.

A Toastmaster's Promise

As a member of Toastmasters International and my club, I promise

- ▶ To attend club meetings regularly
- ▶ To prepare all of my projects to the best of my ability, basing them on the Toastmasters education program
- ▶ To prepare for and fulfill meeting assignments
- ▶ To provide fellow members with helpful, constructive evaluations
- ▶ To help the club maintain the positive, friendly environment necessary for all members to learn and grow
- ▶ To serve my club as an officer when called upon to do so
- ▶ To treat my fellow club members and our guests with respect and courtesy
- ▶ To bring guests to club meetings so they can see the benefits Toastmasters membership offers
- ▶ To adhere to the guidelines and rules for all Toastmasters education and recognition programs
- ▶ To act within Toastmasters' core values of integrity, respect, service and excellence during the conduct of all Toastmasters activities

Verification of Applicant

By my signature below, I agree to the terms of A Toastmaster's Promise and the Member's Agreement and Release stated above and certify that I am 18 years of age or older, in compliance with the Toastmasters Club Constitution for Clubs of Toastmasters International.

I acknowledge that my electronic signature on this document is legally equivalent to my handwritten signature.

Applicant's signature

Date

Verification of Club Officer

I confirm that a complete membership application, including both the signature of the new member and that of a club officer, is on file with the club and will be retained by the club.

By my signature below, I certify that this individual has joined the Toastmasters club identified. As a club, we will ensure that this member receives proper orientation and mentoring.

I acknowledge that my electronic signature on this document is legally equivalent to my handwritten signature.

Club Officer's signature

Date

In order for this application to be valid, both signatures are required.

The club officer must follow the instructions below once the **Charter Membership Application** and **Payment Information** documents are received.

1. Sign and date the applicant's **Charter Membership Application**.
2. Submit the **Charter Membership Application** and **Payment Information** documents to the club coordinator.
3. After receiving confirmation that Toastmasters International has received and processed the **Charter Membership Application** and **Payment Information**, the club coordinator must:
 - a. Retain the applicant's **Charter Membership Application** with other club charter documentation
 - b. Submit all completed charter documents and payments to the New Clubs team using one of the methods below:

Email: newclubs@toastmasters.org

Fax: +1 949-858-1207

Mailing Address: Toastmasters International, P.O. Box 9052, Mission Viejo, CA 92690, USA

Courier Address: Toastmasters International, 23182 Arroyo Vista, Rancho Santa Margarita, CA 92688, USA

PAYMENT INFORMATION

Payment Method to Toastmasters International

This section is completed by the applicant and is for payment to World Headquarters only (the amount listed in line 4 on page 1). World Headquarters does not collect club dues.

MasterCard

Visa

AMEX

Discover

US\$ _____
Amount

Card number

Expiration date

Name on card

Signature

Check or money order

Check or money order must be for U.S. funds drawn on a U.S. bank.

US\$ _____
Amount

Check or money order number

Other

Other