

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

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

For questions, please contact membership@toastmasters.org.

# MEMBERSHIP APPLICATION

<b>Club Information</b> This section is comple	eted by a club officer.	<b>Membership Type</b> This section is completed by a club officer.					
03953504	,	astmasters	Atlanta		Reinstated (break in membership)		
Club number	Club name		Club city		─ □ Dual □ Transfer (If applicant)		
<b>Applicant Information</b> This section is completed by the applicant.				<ul> <li>□ Male</li> <li>□ Female</li> <li>□ Other</li> <li>□ Other</li> <li>□ Female</li> <li>□ Other</li> <li>□ Female</li> <li>□ Other</li> <li>□ Female</li> <li>□ Other</li> <li>□ Other</li></ul>			
Last name/Surname	Fi	rst name	Midd	le name	Previous club name		
The monthly Toastmaster magazine will be sent to the following address					Previous club number		
Organization/In care of					Member number		
Address line 1 (limit 35 characters)				New Member Kit Preference This section is completed by the applicant if a new member.			
Address line 2 (limit 35 characters)				 English □ العربية □	□ Deutsch □ <b>简体中文</b>	□ Português □ Accessible PDF on	
City		State or provinc	e	□ 繁體中文 □ Français	impaired (Fr		
Country		Postal code					
Home phone number		Mobile phone num	nber	Email a	ddress		
Toastmasters Intern This section is comple			club officer. Due	s and fees are payable	e in advance and are not re	efundable or transferable.	
<b>1. New member fee (US\$20)</b> US\$         Paid only by new members, this fee covers the cost of the New Member Kit and processing       US\$				<b>. California sales tax</b> d only by members o	<b>( (US\$1.55)</b> f California clubs, sales tax	US\$ k is 7.75%.	
				<b>3. Total payment to Toastmasters International</b> US\$ Total of 1, 1a, and 2.			
2. Membership due Paid twice a year by a		US\$ hip	_				
dues are pro-rated from the member's start month at US\$7.50 per month:				<b>Club Dues and Fees Worksheet</b> Club dues must be paid directly to the club. World Headquarters cannot charge credit card payments for club dues.			
<ul> <li>October: US\$45</li> <li>November: US\$37.50</li> <li>December: US\$30</li> </ul>	<ul> <li>□ February: US\$15</li> <li>□ March: US\$7.50</li> <li>□ April: US\$45</li> </ul>	□ June: US\$30 □ July: US\$22 □ August: US\$	) II 50 (	International Fees and Dues \$ (from line 3 above) Club new member fee			
🗆 January: US\$22.50	□ May: US\$37.50	□ September:	US\$7.50 (	Îlub dues			
I want my membership to begin:				otal payment to club			

#### Sponsor of New, Reinstated or Dual Member

This section is completed by a club officer.

Sponsor's last name/surname

Sponsor's first name

Sponsor's member number

Sponsor's club number

#### 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 governing documents and policies of Toastmasters International 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.

By submitting this application, I agree to 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. By submitting my personal information to Toastmasters, I also agree that my information may be accessed and used by Toastmasters and its employees and agents. I agree to notify **addresschanges@toastmasters.org** of any change to my personal information and make requests to check, delete or correct my personal information, so that it is accurate and current. I understand that the majority of the data requested in this application is necessary for administrative and planning purposes and that the failure to provide this information may prevent my application from being properly processed or the inclusion of my contact information in the members directory.

# **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 Member Clubs of Toastmasters International.

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

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

### 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 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.

Applicant's signature

Date

Club officer's signature

Date

Item 400 Rev. 1/2017

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

1. Sign and date the applicant's **Membership Application**.

- 2. Submit the **Membership Application** and **Payment Information** documents online by logging in to **www.toastmasters.org/clubcentral**. You can also mail the documents to Membership, Toastmasters International, P.O. Box 9052, Mission Viejo, CA 92690, U.S.A., or fax to +1 949-858-1207. Please use only one of these methods to avoid duplication.
- 3. After receiving confirmation that Toastmasters International has received and processed the **Membership Application** and **Payment Information**, the club officer must:
  - a. Retain the applicant's Membership Application with other club documentation; and
  - b. Immediately destroy the applicant's **Payment Information** document (page 3) and any copies in the club officer's or club's possession, including all electronic copies.

# **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 3 on page 1). World Headquarters does not collect club dues.

MasterCard	Check or money order			
🗆 Visa	Check or money order must be for U.S. funds drawn on a U.S. bank.			
□ AMEX	US\$ Amount			
<u>US\$</u> Amount	Check or money order number			
Card number	□ Other			
Expiration date	Other			
Name on card				
Signature				