

Instructions for Submitting and Processing a New Member Application

Version: November 8, 2021

Potential new members are assigned a sponsor/host.

Men who are interested in joining SIR17 are encouraged to contact the Branch via an existing member, through the website Contact page (www.sir17.org), or directly with our Recruitment Chair. (Men that contact us through the website are automatically connected to the Recruitment Chair.) If the potential new member does not have a sponsor (aka, host), one will be assigned by the Big SIR.

Print or download a copy of the application:

Microsoft Word and PDF formats are always available on the Contact page of the SIR17 website (www.sir17.org)*. Copies of the application are also available at the monthly luncheon.

**If the applicant and his sponsor are comfortable working with the application online, download the Word file and complete it on a computer using Arial 10-point font.*

Fill in the application:

Use a pen and write neatly, or better yet, fill it out on a computer!

Note: The application has 2 pages...fill in both sides of the application.

Submit the application:

After the applicant has signed and completed the application, he should return it to the sponsor*. The sponsor signs and dates the application and submits it to the Membership Chair by mail, in-person or electronically after scanning or photographing the document.

**If the sponsor is not available, the applicant can return the application to any SIR17 member who should then submit it to the Membership Chair.*

What happens next?

The Membership Chair forwards a copy of the application to the Big SIR, Recruitment Chair, Membership Relations Chair, and all BEC members.

The BEC reviews and votes to approve the application. The Big Sir notifies the sponsor and Membership Chair, Recruitment Chair, Membership Relations Chair, and Activities Chair of the BEC decision.

Provided the application is approved by the BEC at least a week before the luncheon, the applicant can be inducted at the next monthly luncheon! The sponsor invites the applicant to the luncheon and notifies the Membership Chair and Big Sir that the applicant will or will not be attending.

The Membership Chair and the Membership Relations Chair prepare welcoming and orientation materials for the new inductee.