

# MEMBERSHIP APPLICATION

## APPLICANT CONTACT INFORMATION

Date:	Member who referred you:	
Company Name:	Your Profession:	
Applicant Name:		
Date of birth:	Business Tel#	Business Fax #
Cell Phone #	Email:	Home Phone #
Current Business Address:		
City:	State:	ZIP Code:

## DESCRIPTION OF OCCUPATION / PRODUCT/ SERVICE

Describe what you do and your Product and/ or Service

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Describe the experience/ education you have related to your Occupational field

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If occupation under which you are applying is not currently your FT occupation, will it be within the next 90 days? (circle one) YES /NO/n/a

How long have you been with the company you are representing today?

What do you expect to be able to contribute to and receive from this group?

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Do you belong to other Networking Organizations? If so, please list them here.

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## SIGNATURE

With my signature, I affirm that the information on this application is true and accurate and that I have read, understand and will adhere to the mission, policies and procedures outlined on the REVERSE side of this application.

Signature of applicant: \_\_\_\_\_ Date: \_\_\_\_\_

## \*\*\*BOARD OF DIRECTORS USE ONLY\*\*\* – BOARD COPY OF APPLICATION

Name of Board Member reviewing Application: \_\_\_\_\_

Verified Application? Y or Issues (please describe): \_\_\_\_\_

Recommendations to Board? \_\_\_\_\_

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## MISSION, POLICIES AND PROCEDURES

# MEMBERSHIP APPLICATION

**Mission:** To cultivate the personal and financial growth of each member through active partnership marketing and mentorship in a non-competitive, honest environment. Our operational theme: The selfish pursuit of helping each other become highly referable business professionals through: accountability, partnership, friendship and effective networking within our community.

**Group Policies:** The Board of Directors has final authority relating to any industry classification conflicts. Members must represent their primary occupation, not a part-time business unless transitioning to the new business. If so, this transition must be complete within 90 days of application acceptance to the group. Any printed or web-based member information made available through my association with this group is confidential and not to be shared with any person or organization without the express permission of the Board of Directors. Policies and Procedures are subject to change by two-thirds vote of the Board of Directors.

**Ethical Standards:** I will offer products and services sold by my company at fair prices and at the prices I have quoted. I will give the highest quality of service I am able to. I will be truthful at all times with any referral given to me and with my fellow members. I agree to hold true to the ethical standards equal to or exceeding those of the rest of my profession.

**Participation:** Group Meetings, Business Partner Meetings (BPMs) and Strategic Alliance Teams (SATs). Each of these three components is essential to my success and to the success of the group. The bi-weekly Group Meeting lasts for 75 minutes. I will need to arrive on time and stay for the entire meeting. I am required to provide at least two qualified referral and/ or one qualified applicant every month to demonstrate my minimum required active commitment to the group. I will also build good will and trust among members and their referrals. I will take responsibility for following up promptly on the referrals I receive. I will adhere to the Mission, Policies and Procedures listed here as well as to my responsibilities to the group. I understand that this will involve time commitment as well as a certain level of equally shared minimal financial commitment as determined by the democratically elected leadership of the group and as needed to support the successful functioning of the group. (See Business Partner Meeting and Strategic Alliance Team sections for more details on these participation responsibilities.) If I do not meet my Referral obligations for the month, I will pay a \$10 fine regardless of the reason and to support the commitment that all members make to the success of the group.

**Attendance:** I will attend every group meeting and when I am unable to attend, I will send a substitute to take my place. I understand that if I elect to miss a meeting without having a substitute represent me, I will be fined \$10 for my absence regardless of the reason and to support the commitment that all members make to the success of the group. I also understand that missing more than 4 consecutive group meetings without a substitute could be cause for the Board of Directors to remove me from the group. I will arrive on time to each meeting and stay until the meeting is complete.

**New Members:** New members are subject to a 90 day Probationary Period. During this period new members are allowed to miss only one meeting with or without a substitute.

**New Applicants:** Those interested in joining the group need to be invited by an existing member, complete our questionnaire and interview with a Board Member prior to application. If after interview, the applicant is determined to be a qualified candidate for membership, applicant must complete an application that will be reviewed by the entire Board of Directors and voted on for acceptance by a two-thirds majority.

**Visitors:** Members permitted to bring a guest to the Group Meeting for a single visit only prior to and after submitting a Prospective Member Questionnaire and/ or Application to the group.

**Group Leadership and Elections:** There is democratic election of leaders every 12 months. Nominations are asked for and seconded to be a qualified candidate for any of the 4 leadership positions (President, Vice-President, and Secretary & Treasurer.) Nominations and a confidential group vote is taken first for the President and then for Vice-President and then for Secretary and then for Treasurer respectively. Candidates winning the most votes win the elected post. There are term limits to allow for and encourage participation by all members in sharing in the leadership roles of the group. An elected leader can hold the same position for no more than 2 consecutive 12 month terms. All other leadership roles in the group are appointed by the Board of Directors and it is expected that everyone participate in the needs of the group.

**Board of Directors:** There will be a Board of Directors consisting of the current President, Vice-President, Secretary, Treasurer and 1 permanent member - The function of this body will be to review / update group policies & procedures, hear and solve member grievances, interview new applicants (including visiting applicant's place of business), review new member applications and vote by a two-thirds majority on the acceptance of new applicant to the group. (Note: Interview of applicant and review of application duties to be shared equally among Board members and outcome of such to be reported back to rest of Board through the Ambassador.) Board members will communicate by phone, email, our website and/ or required monthly meeting.

**Business Partner Meetings:** Meetings to take place between two members on the off weeks from the bi-weekly group meetings. Each member is required to participate in 2 of these BPM's per month, and for one of which he is the "Initiator". The Initiator drives the meetings by interviewing the other member in the following recommended format. The 35 minute meeting starts with a "mock" interview of the member. As the Initiator, you are the prospective customer and the Member is to present to you just as they would to a referral prospect you give to them. This 10 minute segment will be a confidence builder as to how they conduct themselves with prospects you refer to them. In the next 10 minutes, the Member will present examples of his/her ideal past customers or most desired prospects and the reasons why they did or would do business with them. What caused or would cause them to do business with you? The final 10 minute segment, both Initiator and Member review each other's databases to brainstorm connects within our group. The final 5 minutes is for constructive feedback from Initiator to the Member.

**Strategic Alliance Teams:** Some of the members have similar customer and prospect databases and will naturally develop stronger referral chains within the group focused on these prospects and customers. These Strategic Alliance Teams (SATs) are encouraged to develop and meet as needed outside of the Group Meetings to facilitate business growth within their circles. Each SAT will elect a team captain and establish rules by which to govern.

**Group Meeting Agenda:** (TOTAL TIME = 75 minutes). Meet, greet, share referrals reports & 50/50 (15 min); Welcome, Mission Statement, Visitor Intro & 30 seconds about self (4 min); Inspiration & Business Development Activity - rotating 3 members each meeting (15 min); Member Presentation (15 min); Announcements, Reports, 50/50, Testimonials (7 min); Close Meeting/ Inspirational Thought (4 min).

**Group Dues:** \$50/month (includes 2 meals per month) There are no refunds if member decides they wish to leave group or if they are removed due to not fulfilling their agreed upon duties listed on this contract. Board member dues are waived during their term and will resume once their term ends after elections.

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