



College of New Caledonia Students' Union

CLUB OFFICIAL RECOGNITION REQUEST FORM

Club Name: _____

Category (please check only one):

- Academic
- Religious / Philosophical
- Activist / Political
- Service
- Interest
- Athletic / Recreation

Is your Club also applying for funding at this time? (please check all that apply):

- Basic Operating Grant
- Matching Grant (please also attach your CLUB FUNDING REQUEST form)

Bank Account Information (please check only one):

- NO, the Club does NOT currently have it's own bank account
- YES, the Club has it's own bank account with two (2) or more signing officers
(If you checked YES, please attach a copy of the latest bank account statement)

Club Purposes, Goals & Objectives (if you need more room, please attach a separate sheet):

Internal Use Only	
Received by:	Date:

Brief Description of Activities Completed in Previous Years (if any):

Brief Description of Activities Completed in Current Academic Year (if any):

Outline of Proposed Activities for Remainder of Academic Year (if you require more room, please attach a separate page):

Does the Club have it's own set of Constitution and Bylaws? (please check only one):

✓

Yes (If you checked YES, please attach a copy to this form)

No

CLUB EXECUTIVE AND MEMBERSHIP LIST

As per our *Clubs Policy*, we require all clubs to provide us with the:

- names and student numbers of all club members
- contact information (such as phone number) for members of the Club's Executive only

As per our *Personal Information Protection Policy*, this information will be kept confidential and be used only to verify that all members of the club are members in good standing of the CNC Students' Union (as defined in the Students' Union 's Bylaws) and to be able to contact club representatives. For more information or to see a copy of our *Personal Information Protection Policy*, please contact your nearest Students' Union Office or visit www.cncsu.ca.

Membership List: Clubs must have at least 10 members who are members in good standing of the CNC Students' Union. Either use the space provided below, or attach a separate page. Please DO NOT include contact information for all other members. Please ensure that the names and student numbers of the Club Executive are also listed here:

Name:

Student #:

_____	_____
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Club Executive: All clubs must have a democratically-elected Executive or Council consisting of at least 3 people. Either use the space provided below, or attach a separate list, with the following:

Name of Club Executive Member:	Position:	Tel # or Email:
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Declaration on Behalf of the Club:

On behalf of the _____ club ("the Club"), I declare that:

- we have read, fully understand and will obey the CNC Students' Union *Clubs* Policy;
- we acknowledge that we are 100% liable for any and all club activities, events, etc;
- we acknowledge that we are 100% liable for any illegal or unauthorized actions and/or expenditures made by the Club or any individual Club representative;
- we understand that we must refund any and all monies provided by the CNC Students' Union in the case that the Club or a Club representative engages in any illegal or unauthorized actions and/or expenditures, including those listed in the *Clubs* Policy;
- the club recognizes that the CNC Students' Union is **NOT** responsible nor liable for any actions, activities, declarations and/or expenditures made by the Club or Club representatives;
- to the best of our knowledge all the information provided in this application is correct.

On behalf of the Club:

Name: _____ Signature: _____

Position: _____ Date: _____