



Date: _____

Student Club Renewal Form

I. Name of Club _____

| II. Officers | Name | Phone# | Semester |
|------------------------|-------|--------|----------|
| E-mail | | | |
| 2015-16 President | _____ | _____ | _____ |
| 2015-16 Vice President | _____ | _____ | _____ |
| 2015-16 Secretary | _____ | _____ | _____ |
| 2015-16 Treasurer | _____ | _____ | _____ |

Contact information for club presidents is published on the ASSMU and Saint Martin's University Campus Life web page. If you do not wish to have your personal information posted, please check this box. If you check this box, the default contact information will be your Saint Martin's student email address. You will be responsible for checking that account.

III. Advisor: _____ / _____
Print Signature

IV. Organizational Information

A. Approximate Membership _____

B. Will you be applying for funds from ASSMU? YES NO

C. Dues: No _____ Yes _____ If yes, how much/often _____

D. Please list any local, state, or national affiliations and the costs associated with membership:

E. Meetings: Day _____ Time _____ Location _____

F. Constitution – Do we have yours on file? YES NO

G. When will elections take place for your group? _____

V. Club Organization Agreement

The officer information listed above will be used by the Office of Campus Life as the official points of contact for the Club or Organization. The individuals signing this document certify that they have read and understood all sections of the Club Handbook and agree to carry out their responsibilities in accordance with those policies as well as all other policies of Saint Martin's University. If your leadership changes at any time during the semester, it is your responsibility to inform ASSMU and the Office of Campus Life so that our files can be updated.

VI. Membership Roster

Please attach a roster of your current, active members. It should include their name, valid email address and semester. This list should be type-written.

VII. Calendar of Events

This should be a short list of the events/meetings/activities that your group hosted during the past semester. **It must be submitted within two (2) weeks after the beginning of the semester.**

Approved: _____ Date: _____