



BPW Greater Moncton Inc.

Member of the Canadian Federation of Business and Professional Women's Clubs
La Fédération canadienne des clubs de femmes de carrières

New Membership / Membership Renewal Application

Please print and complete fully to avoid processing delays. Sign where indicated. Send completed application form, signed and witnessed Code of Conduct compliance form and cheque or money order to the address at the bottom of the application form.

I hereby apply for **membership renewal / new membership** (circle one) in the
Business and Professional Women's Club of Greater Moncton Inc.

FULL NAME: _____

Home Address _____

City _____ Prov _____ Postal Code _____

Home phone _____ Home fax _____

Home e-mail _____

Business/Employer/School _____

Job title _____

Address _____

City _____ Prov. _____ Postal Code _____

Work phone _____ Work Fax _____ Cell Phone: _____

Work e-mail _____ Program of Study* _____

*(*Student applications will not be accepted without the name and address of the institution.)*

Were you ever a member of BPW? Yes ___ No ___ When/where? _____

Reason Left _____

Type of membership requested (select one):

- ACTIVE MEMBER** – A woman who, at time of admittance to the Club, is engaged in remunerative employment as a business or professional woman. Annual Fees \$120.00.
 - I am a **YOUNG BPW** (35 and under) Yes ___ No ___ DOB: _____ Yr/ ___ Mo/ ___ Day
- ASSOCIATE MEMBER** - A woman who, at time of admittance to the Club, is not engaged in remunerative employment as a business or professional woman, but who accepts the goals and objectives of the Business and Professional Women's Clubs. Annual Fees \$120.00.
- STUDENT MEMBER** - A woman enrolled in 60% full time or more study at a post-secondary educational institution. Annual Fees \$90.00.

Use which address for mailings? Home _____ Work _____

Use which address for emails? Home _____ Work _____

Include the following information in the online BPW member directory (Available to BPW members only):

Address: Home _____ Work _____ Neither _____

Phone: Home _____ Work _____ Neither _____

E-mail: Home _____ Work _____ Neither _____

I do NOT wish to be included in the directory. _____, *do NOT include me. Signature:* _____

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Proposed By: _____ (New Applicants Only) Phone: _____

(Nominators must be current Club Members and will be contacted for referral information.)

I have enclosed annual membership fees for the period May 1 to April 30 (full year) in the amount of \$ _____
I have enclosed membership fees for the period January 1 to April 30 (partial year) in the amount of \$ _____

Date: _____ Signature of Applicant: _____

NOTE: A Code of Conduct compliance form must be signed and witnessed for completion of this application.

Approved as _____ (Active, Associate, or Student) Member by Membership Committee.
Date: _____

_____ (Name of Applicant) was accepted as a _____
(Active, Associate, Student) Member on _____ (Date) at the meeting of the Executive Committee
and her membership is effective as of that date.

Date: _____ Membership Secretary: _____

Please make cheque or money order payable to BPW Greater Moncton Inc.
Mail completed application form, signed Code of Conduct and payment to:

BPW Club of Greater Moncton Inc., RPO North End, Box 29162, Moncton, NB, E1G 4R3

For office use only:

Date received: _____ Date entered: _____

Code of Conduct Received: _____ Payment Received: _____

Kit Sent: _____ Receipt: _____

BUSINESS & PROFESSIONAL WOMEN'S CLUB OF GREATER MONCTON INC. (the "Club")

POLICY TYPE: P100 - MEMBERSHIP

POLICY NO: P101 - CODE OF CONDUCT

Article III.04- Every application for membership shall be in writing, and shall be accompanied by the applicable membership fee and signed Code of Conduct.

---CODE OF CONDUCT---

The Club is a non-profit, non-partisan, and non- secular organization that works towards the improvement of economic, social, political, and employment status of women in the workforce in Canada. All members shall conduct themselves according to the following Code of Conduct.

1. The Member shall familiarize herself with the Handbook, purposes, programs and projects of the Canadian Federation of Business and Professional Women's Club.
2. The Member shall familiarize herself with the by-laws of the Club.
3. The Member shall conduct herself in a manner conducive to the good of the organization and treat all other Club members with courtesy and respect in a professional and co-operative manner at all times.
4. The names, the seal, the emblem, the logo and any facsimile of either shall not be used for any insignia, stationery, plaques, or other purpose unless such use is authorized by any two of the CFBPWC President, CFBPWC Secretary and the CFBPWC Chair of Federation Promotion. Individual members will be permitted and encouraged to display the names, emblems and logo on business cards and other materials to identify themselves as "a proud member of" the organization, but in no way to suggest any endorsement by the Federation of their business, products or services.
5. The Member shall not engage in bullying or harassment of another Member in any way including verbal, physical, email, voicemail, memos, or in any other way; or speak or act in any way contrary to the aims, by-laws, and code of conduct of the Club.
6. The Member shall not speak on behalf of the Club publicly or to the media on any subject without the expressed permission of the President or the Board of Directors.
7. The Member shall not distribute information or public notices by email, post, in print, or in person, etc. to other Club members regarding other organizations, causes, business or personal matters without the authorization of the Club President or the Board of Directors.
8. The Member shall keep the Club Website Password and membership information confidential. The Member shall not sell, share or give membership contact information to any outside organization or person or use said information for any unauthorized purpose.
9. The Member shall contact the President or the Board of Directors immediately if she experiences or is made aware of any inappropriate or questionable behaviour by another Club Member.
10. The Member shall not engage in any activities that are unethical or that have the potential to negatively impact the Club or the Club Members which are not specifically mentioned by the foregoing.

I have read and understand the Code of Conduct of the Club. I agree to abide by the Code of Conduct and understand that failure to do so will result in a review of my membership by the Board of Directors up to and including dismissal from the Club.

Signature: _____ **Date:** _____
Witness: _____ **Date:** _____

Please return to: Business & Professional Women's Club of Greater Moncton, P.O. Box 29162, RPO North End, Moncton, NB E1G 4R3
OR fax to 506 388-1289