

ARBA Charter Application



REGIONAL, STATE & COMMERCIAL SPECIALTY CLUBS

This is your charter application.
 Please read and follow the instructions on the reverse side of this form before completing the application.
(PLEASE PRINT USING BLUE OR BLACK INK ONLY)
ALL CHARTER RENEWALS ARE DUE JANUARY 1st OF EACH YEAR

FOR ARBA USE ONLY

YEAR: _____

CHARTER #: _____

AMT PAID: _____

Phone: 814-297-8233

Fax: 814-297-8299

email: info@arba.net

1

Name of Club: _____

City of Charter: _____ State: _____

2

Number of ARBA Members in Club



Specialty Clubs are NOT required to submit a membership list or pay Non-ARBA member fees.

3

LIST OFFICERS IN THE SPACES PROVIDED BELOW. ALL OFFICERS MUST BE CURRENT ARBA MEMBERS. SECRETARY AND TREASURER MAY BE A COMBINED OFFICE.

OFFICERS	NAME	ADDRESS	PHONE # AND EMAIL
PRESIDENT:			
V/PRESIDENT:			
TREASURER:			
SECRETARY:			

LIST DIRECTORS IN THE SPACES PROVIDED BELOW. (MINIMUM OF 3) ALL DIRECTORS MUST BE CURRENT ARBA MEMBERS. ATTACH ADDITIONAL SHEETS IF NECESSARY.

DIRECTOR 1:			
DIRECTOR 2:			
DIRECTOR 3:			

4

Did your club hold an ARBA Sanctioned show within the last year? _____ If yes, when? _____

Is a current copy of your club's Constitution & By-Laws on file with ARBA? _____ If not, please include.

Have there been any changes to the Constitution & By-Laws within the last year? _____ If yes, please include.

5

SIGNED (Club Secretary): _____ Date: _____

Rev 6/18

**ARBA Charter
Application**



TO ALL REGIONAL, STATE, & COMMERCIAL SPECIALTY CLUBS:

**Your charter application is on the reverse side of this document.
Please follow the guidelines below when completing the application.
All rules and regulations governing Specialty Clubs can be found
under Article II, sections 2 & 5 of the ARBA By-Laws.**

Phone: 814-297-8233

Fax: 814-297-8299

email: info@arba.net

1

NEW charter applications must include the following items:

- New Charter Fee of \$30.00
- A copy of the club's Constitution and By-Laws
- A designation of specialty club type: Regional, State, or Commercial.

RENEWAL charter applications must include the following items:

- Renewal Charter Fee of \$20.00
- A copy of any changes to the club's Constitution and By-Laws

2

The following regulations **MUST** be complied with on ALL charter applications:

1. ALL Officers and Directors **MUST** be current ARBA members.
2. At least eight (8) different members of your association (including the Officers and Directors) must be current ARBA members.
3. ALL Officers and Directors **MUST** be listed. (Minimum of 3 Directors — Attach additional sheets if necessary)
4. State, or Commercial Specialty Clubs may only secure sweepstakes sanctions from the state association wherein the original charter was issued. Regional Specialty Clubs may only secure sweepstakes sanctions from state associations of the states named in their Constitution & By-Laws as within their region.

3

Please notify the ARBA in writing whenever you have a change in Officers or Directors so we may update the club's charter file. There is no fee for this update.

4

All charters expire January 1 of each year. Renewals are due on or before JANUARY 1 of each year. A 60 day grace period is allowed. All renewals **MUST** be received by March 1. All charter applications received after March 1 will be considered applications for new charters and all rules and fees governing new charters will apply. All charter renewals received between February 1 and March 1 will incur a Late Charter Filing Fee of \$25.00 in addition to the standard charter filing fees.

5

SEND COMPLETED FORM ALONG WITH ALL FEES TO:

**ARBA
PO BOX 400
KNOX, PA 16232**

Please forward the completed application to the address listed above. Should you have any questions or concerns regarding the charter application, do not hesitate to contact the ARBA office for assistance. Please note that it is only necessary for the club secretary to sign the charter application.

Thank You!

Sincerely,
ARBA Charter Department