



HANDICRAFT CLUB

GUIDELINES FOR SPONSORING A FRIEND FOR MEMBERSHIP 2022-2023

This checklist serves as a guide for you and the member who will write the second letter of support for your candidate to help her understand the purpose of the Club, the application procedure, and the financial responsibilities. Please include the following with the application.

Included:

___ Your letter of recommendation

___ A letter from another member seconding your proposal.

___ Application filled out by you and candidate

___ Please treat your candidate to a tour of the building when classes are in session.

___ Explain Fees: Initiation Fee: \$500. Annual Dues: \$300 (Dues will be prorated based on when the application is processed). Fees must be paid within 90 days of Acceptance letter.

___ The new member understands she will sign up for a class or mini-course within her first calendar year. (Explain that there is an occasional wait-list for some classes.)

___ Volunteering in various ways, be it committee work, contributing hors d'oeuvres for events, and/or serving as docents for house tours and Gallery Walks is important to the Club's success.

___ Most importantly, agree to stay in touch with your candidate. Make her feel welcome and comfortable as she settles into the routines of signing up for classes, parking options, use of the building, lunch routines, and club events.

I have read and shared/explained the above responsibilities and would like to propose

_____ for membership to The Handicraft Club.

Proposer's Signature and Date: _____



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Handicraft Club, Inc. Membership Application 2022-2023

This application must be completely filled out on both sides. This application must be accompanied by two letters - one from the proposer and one from the member who seconds the candidate. These letters should state the qualifications of the candidate and can either be scanned and emailed to generalmanager@handicraftclub.org or mailed in one envelope by U.S. Mail to: The Handicraft Club; c/o General Manager; 42 College Street, Providence, RI 02903.

Any member who has been a member for at least one year can propose and second an applicant. Members who have been members for less than one year can second applicants, but cannot propose a new member. A Club Year runs from July 1st until June 30th.

I hereby propose Mrs./Ms.

1. Name (First & Last): _____

2. Spouse/Partner's Name (if applicable): _____

3. Mailing Address: _____

4. State, Zip: _____

5. Phone with area code: _____

6. Email: _____

7. Length of residence in Rhode Island area: _____

8. List handicrafts which the candidate has pursued:

9. List crafts which the candidate would like to pursue at the Club:

10. List interests other than crafts:



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11. Name of Proposer: _____

12. Month and Year Proposer joined the Club: _____

13. Proposer's email address: _____

14. Name of Secunder: _____

15. Month and Year Secunder joined the Club: _____

As the Proposer of this Candidate for membership in the Handicraft Club, I certify that I have explained the membership procedure to my candidate. The Candidate has visited the Club, has demonstrated an interest in crafts, and understands the responsibilities of membership. She is aware that dues and initiation fee must be paid within 90 days of the receipt of our membership letter and she knows she is to take a class within one year of joining the Club. She may be called upon to serve on or chair a committee and/or act as hostess at a party or meeting.

Proposer's Signature: _____

Date: _____

Please send the completed application and two letters either scanned and emailed to generalmanager@handicraftclub.org or mailed in one envelope by U.S. Mail to:

**The Handicraft Club
c/o General Manager
42 College Street
Providence, RI 02903**