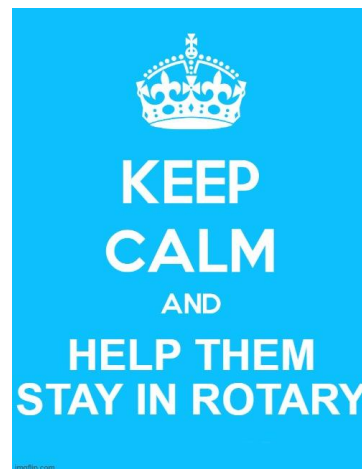
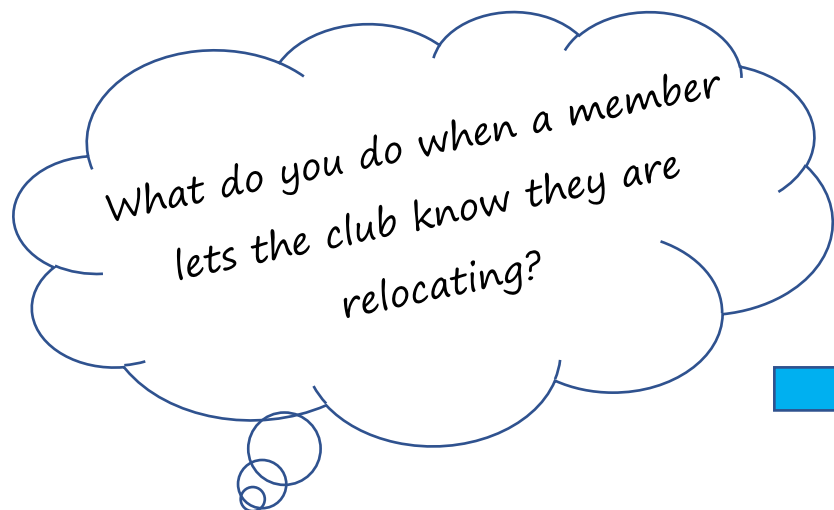


## Attention Club Administrators - How to Move A Member Between Clubs



Member	Current Club	New Club
<p>Advise club of your new location and when you are leaving – preferably in writing</p>	<p>Provide member with a list of Rotary clubs in the area or direct them to:  <a href="https://rotaryoceania.zone/page/find-a-rotary-club">https://rotaryoceania.zone/page/find-a-rotary-club</a>                      for a list of clubs in New Zealand;  <u>OR</u>  <a href="https://my.rotary.org/en/club-search">https://my.rotary.org/en/club-search</a> for clubs outside New Zealand</p>	
<p>Register your interest in Rotary in the new location by completing the 'Rejoin or change clubs' form in My Rotary:  <a href="https://my-cms.rotary.org/en/member-center/member-relocation?embed=true">https://my-cms.rotary.org/en/member-center/member-relocation?embed=true</a>.                      Your request goes via the Membership Leads system and the appropriate District Membership Chair will follow up with you.                      They will help you select a club based on your preferred meeting time/day, format, club culture demographic</p>	<p>Discuss with Board and member about keeping them on the club list until the next RI invoice, whilst they find their new Rotary home.</p> <ul style="list-style-type: none"> <li>This keeps them on the club and district newsletter distribution and connected with Rotary news;</li> </ul> <p>Provide the transferring member with:</p> <ul style="list-style-type: none"> <li>Completed copy of '<a href="#">Confirmation of Former Rotary Club Membership and Good Financial Standing</a>'</li> <li>Their RI membership number</li> </ul>	<p>If the club receives notification of a potential Rotarian member, ensure the club follows up and connects with them.                      Invite them to a meeting, project or social event.</p>

Member	Current Club	New Club
<p>Once you have chosen a club, apply to join following the new club's processes and provide:</p> <ul style="list-style-type: none"> <li>• Copy of your '<a href="#">Confirmation of Former Rotary Club Membership and Good Financial Standing</a>'</li> <li>• Your RI membership number</li> </ul> <p><b>Note</b> – RI does not recognise 'automatic transfer' and membership is at the club's discretion.</p>		<p>Follow your club's usual procedure for selecting new members.</p> <p><b>Note</b> – RI does not recognise 'automatic transfer' and membership is at the club's discretion.</p>
<p>When advised of successful application, confirm your termination date by email to your previous/current club and CC the Secretary of your new club.</p>	<p>On receipt of member's confirmed termination date in writing make the required changes in My Rotary <b>as soon as possible</b>.</p> <p><b>Note:</b> the new club cannot load the member until they are terminated from your club.</p>	
	<p>Advise the ex-member when this is done. Advise the Secretary of the new club of:</p> <ul style="list-style-type: none"> <li>• ex-member's RI membership number;</li> <li>• confirm no RI dues outstanding;</li> <li>• confirm date of termination from your club:</li> </ul>	<p>Once the member is terminated from their previous club, add them to the RI database via <b>My Rotary</b> using the RI membership number provided.</p> <p>Using the RI number ensures prior Rotary history is brought across. This is best done via My Rotary.</p> <p>Refer to '<a href="#">How to Add Members in My Rotary</a>' on the <a href="#">Club Development</a> page of the D9910 website.</p> <p><b>Note:</b> the member cannot be loaded until they are terminated from the previous club.</p>