

Costa Mesa High/Middle School Club Application

This application is required to form an official club with ASB. If your club is already in existence, you must reapply. Please complete the application, constitution, and petition forms. Please only enter the Club President's contact information.

Club President's Name:	
Email:	
Phone Number:	
Other Officers' Names:	

Day, Time and Location of Club Meeting	
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Name of Proposed Club:	
The purpose of this club is:	
Service Projects/Mission Statement:	
Proposed Activities/School-wide Events:	

Club President Signature:

ASB President Signature:

Club Advisor Signature:

Activities Director Signature

Date Approved:

Costa Mesa High/Middle School Club Constitution

Article I:

The name of this organization is hereby the CMHS/MS _____ Club, and all applicants comply with the terms and conditions set forth by the ASB Clubs Commission, in the organization and execution of club procedure.

Article II: Membership

Requirements:

1. Must maintain good citizenship during all meetings, or the person may be removed from the club by the advisor or Activities Director. Only the Club advisor and or Activities Director shall make all removal decisions.
2. All members must be responsible for any and all approved expenditure deemed necessary by the clubs as a whole.
3. A club officer must be able to attend ASB club meetings; if failed to do so ASB reserves the right to remove the club for the remainder of the year.
4. Must meet at least once a month with club members.

Article III: Officers

I. Club President and Advisors can come up with necessary officer positions, ASB will recognize these four officers in each club:

1. President
2. Vice President
3. Treasurer
4. Secretary

II. By becoming a club officer, I submit that, conduct deemed inappropriate, on and off campus, by CMHS faculty advisor or the Activities Director, may result in the dismissal of the offending officer, from their position and/or the club.

Article IV: Meetings

1. Must submit meeting minutes with Advisor signature to the ASB Office by the last day of each month.
2. Must attend Club Rush both days to publicize the club.
3. Faculty Advisor must be present at all meetings and must sign minutes for every meeting. Advisors may only be in charge of 1 club. Exceptions can only be given by the Activities Director

Article V: Application

1. Each club must re-submit their application for charter each year, even if their charter was not revoked the prior year.

