

CHINESE CLUB OF SAN MARINO 聖瑪利諾華協

2425 Huntington Drive, San Marino, CA 91108

Tel: (626)796-5190 Fax: (626)795-5180 Email: info@ccsm.org

(Office Hours Monday to Friday, 2:00 pm – 6:00 pm)



GROUP APPLICATION FORM 社團申請表 DATE 日期: _____

Please bring or send

back to the address above. Form should be updated with group member information every February.

Please type or print clearly in English only.

GROUP INFORMATION 社團資料:

Group Name 社團名稱: _____

Group Description 社團內容: _____

Meeting Time 聚會時間: _____

Meeting Place 聚會地點: _____ Meeting Frequency 次數: _____

GROUP LEADER INFORMATION 社團負責人:

Last Name 姓名: _____ First Name 名字: _____

Address 地址: _____

City 城市: _____ Zip Code 郵政編碼: _____

Phone 電話: _____ Email 電郵: _____

Director 理事 Adviser 顧問 Permeant Member 永久會員

GROUP INSTRUCTOR INFORMATION 社團教師:

Last Name 姓名: _____ First Name 名字: _____

Address 地址: _____

City 城市: _____ Zip Code 郵政編碼: _____

Phone 電話: _____ Email 電郵: _____

Instructor Information 教師背景資料: _____

FEE & OTHER INFORMATION 費用和其他資料:

Instructor Expenses 教師費用: Amount: \$ _____ Per _____

Any club usage fees paid to Chinese Club 社團支付費用給華協: No Yes, Amount \$ _____

Activity fees for Chinese Club Members No Yes, Amount \$ _____

Activity Fees for non-Chinese Club Members No Yes, Amount \$ _____

If there is activity fees, please explain the purpose of the fees below.

Estimated Number of Chinese Club Members in the group _____

Estimated Number of non-Chinese Club Members in the group _____

Estimated Number of people in the group _____

Percentage of Chinese Club Members in the group _____

Group Guidelines:

- For any new group set up, Chinese Club requires a minimum of 80% of group members to be Chinese Club Members.
- For Non-Chinese Club Members, they shall pay annual facilities usage fee, which is equal to annual club membership fee to Chinese Club. For the guest members who attend the group activities less than 3 times a year can be exempted from the club usage fee if they are non-Chinese Club members.
- The group leader should submit member information within 15 days after the first activity in the club has begun, and update the group member Information every three months to the office manager.
- Each activities group is considered part of Chinese Club activities program, and the group activities and contact information will be posted on the club's website. Group activities photos will also be posted on the club's website.
- When a group is recruiting new group members, the group leader should notify the office to broadcast the information to our members and community first before recruiting from others. Each group should maintain at least 10 people in the activities group.
- The leader and the group shall maintain the general cleaning and security of the club facilities.
- The group leader shall follow Chinese Club bylaw and rules to manage the group.
- The club has right to stop any group activities and the club usage at any time.

SIGNATURE 簽名:

I have read and agreed to follow the group guidelines.

Signature of Group Leader 簽名: _____

Date 日期: _____

Approved By the Property Committee: _____ Date _____

Acknowledged by the Office Manager _____ Date _____