



Virginia Beach Council of Civic Organizations – Membership Application

Procedures for applying for membership in VBCCO:

1. Fill in the appropriate information in the spaces below.
2. Enclose a copy of your charter (constitution, bylaws, articles of incorporation, or other similar document which defines your organization.)
3. Enclose a map or list of streets for the area represented. Do not include tracts of undeveloped land.
4. Enclose a check for \$25 payable to the VBCCO.
5. Send to Membership Chairman, Gene Moore, 4604 Williamsburg Ct., Virginia Beach, VA 23462-2241.
6. Direct questions to Gene at 497-5174 or moore252@infionline.net.

Name of Organization _____ Zip Code _____

Month elections are held _____ Day of month meetings held _____

Time meetings begin _____ Location of meetings _____

Number of members _____ Number of residences in community served by your organization? _____

Name of newsletter _____ Web Site _____

Newsletter Editor / Phone / Email _____ Web Master / Phone / Email _____

Write information about key officials below. Generally it is desirable to have as a minimum the president, secretary, treasurer and newsletter editor. In the first four lines, list the persons who are authorized to act as voting representatives (primary [1 & 2] and alternate [3 & 4]). It is recommended that the president [chief executive officer] be designated as a representative. The City, media, and other agencies prefer this person as the contact person for liaison.

Office Title	Name	Street Address	Telephone	Email
1 _____	_____	_____	_____	_____
2 _____	_____	_____	_____	_____
3 _____	_____	_____	_____	_____
4 _____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Signature of authorizing officer _____ Title _____ Date _____