

## **601.1 Black Rose Membership Policies and Procedures**

1. Membership rates for Black Rose shall be as defined on the membership application form. Additional policies may be defined on the membership application in order to determine acceptance of the application.
2. Upon initial application for membership, each new member shall receive a Black Rose pin. Lost pins may be replaced by purchasing replacements from the Membership Team.
3. Only members in good standing of the organization may purchase the colors of the organization. Eight inch, embroidered patches may be available to members for an additional fee.
4. The membership data of the organization shall not be sold, loaned, or otherwise provided to anyone. Individuals on the Membership Team that have access to membership data shall be vetted and voted upon by the Board. This approval cannot be delegated. Individuals who handle confidential or personal information will be required to sign Confidentiality Agreements which will be archived by the Membership Director for three years after that individual no longer has access to the data.
5. Membership in Black Rose is not transferable.
6. Black Rose does not offer corporate or company memberships.
7. The membership year runs July 1st to June 30th, all applications received after May 15th are for upcoming program year.
8. Membership is not granted until approved by the Membership Director.
9. Members information, both paper applications, as well as personal information in the membership database, will be destroyed three years after taxes have been filed for that program year.
10. The Membership Director will process all memberships in a reasonable amount of time, generally less than two weeks after receiving them.
11. Requests for any member's information in any form can be given out only to the member whose information is requested, or to the board with reason.
12. Membership cards will be mailed directly to the member, or picked up from a person on the Membership Team at most Black Rose events. Membership cards will not be given out to anyone but the owner of the card, unless prior authorization has been given.
13. For members' only functions, members must show their official Black Rose membership card. If lost, the card may be replaced by the membership director on request.
14. A prospective member's legal name and must be accurate for membership to be valid.
15. A prospective member must list a valid mailing address of their residence or a Post Office Box they are the owner of for membership to be valid.
16. A valid email address is needed for the member to participate in electronic elections.

Approved by the Board on December 10, 2015.