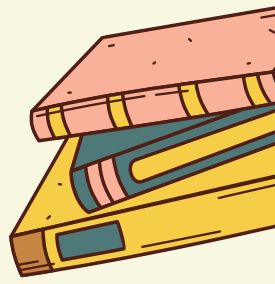


# Club Bylaws Guide

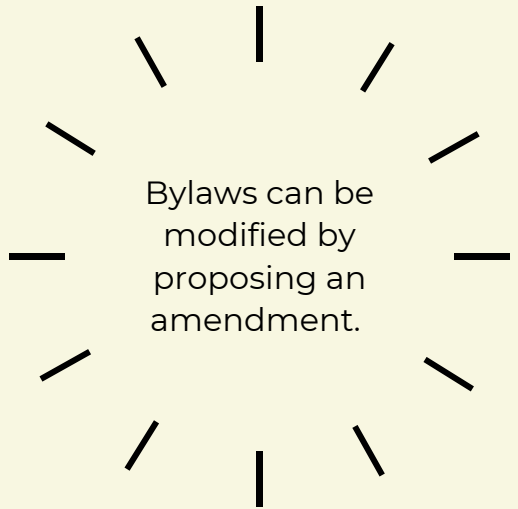
A 'how-to' guide on getting started on your club bylaws



# WHAT ARE BYLAWS?

Bylaws are used to define a club's governing structure. Bylaws can include but are not limited to the following:

- Club Management
- Procedures
- Membership
- Finances
- Objects and Vision



# IMPORTANCE OF BYLAWS



BYLAWS PROVIDE  
INTERNAL GOVERNANCE  
AND CREDIBILITY FOR  
THE CLUB

Bylaws can be used  
to settle disputes in  
your club

Lack of bylaws can  
make a club vulnerable



# SO, HOW DO I START?

THE BEST WAY TO GET  
STARTED ON YOUR CLUB  
BYLAWS IS LOOKING AT A  
TEMPLATE!

GO TO [WWW.CIRCLEK.ORG](http://WWW.CIRCLEK.ORG)



CLICK ON 'RESOURCES'



CLICK ON 'CLUB & DISTRICT OPERATIONS'



CLICK ON 'BYLAW TEMPLATES'



DOWNLOAD FILE NAMED "CLUB BYLAWS - STANDARD  
TEMPLATE"



# BYLAWS

# 101

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- The file above is only a template; your club can add/delete anything as they see fit.
- When drafting your original bylaws, include a procedure for amending the bylaws. These original bylaws must be sent to [slpcharter@kiwanis.org](mailto:slpcharter@kiwanis.org)
- Every time you amend your bylaws, you must send a new copy to CKI for approval.
- Make sure you clearly define terms and identify procedures/duties.
- Contact your legal chair at [legal@floridacirclek.org](mailto:legal@floridacirclek.org) if you need help drafting or revising your bylaws.





# QUESTIONS?

CONTACT US AT  
[LEGAL@FLORIDACIRCLEK.ORG](mailto:LEGAL@FLORIDACIRCLEK.ORG)



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