



# **Template Constitution**

This document is only a guide to writing a club constitution; it should be adapted and added to reflect the individual club that wish to compose their own document should ensure that each of the headings below are addressed.

## **Contents**

1. Name of Club
2. Aims and Objectives
3. Membership
4. Subscriptions and Finance
5. Fundraising
6. Club / Society Committees
7. Voting / Elections of Committee Members
8. Meetings
9. Resignation
10. Changes to the Club Constitution
11. Club Complaints Procedure
12. Discipline Procedures
13. Declaration

