

CONSTITUTION
(Organization Title)

Article 1
Name and Purpose

NOTE: Cannot Represent Unit.

- Do Not use these for example
 - o 377 FSS Booster Club
 - o 377th Force Support Squadron
- Can use
 - o Force Support Booster Club

Article 2
General Provisions

(Include the following paragraphs as separate sections of Article 2 as appropriate)

The (organization) operates on a military base only with the consent of the installation commander. Operation is contingent on compliance with the requirements and conditions of all applicable Air Force regulations.

The membership (is) (is not) liable under the laws of (name of state or other jurisdiction in which the PO is organized) for organizational debts in the event the organization's assets are insufficient to discharge liabilities.

Article 3
Officers and Governing Body

Article 4
Membership or Patronage
(Include membership eligibility (should be primarily limited to members of the DOD community).)

Article 5
Method of Financing
(Include all proposed sources of income)

Article 6
Activities

Article 7
Meetings and Quorums

Article 8
Adoption and Amendments
(Include "subject to final review by the installation commander.")

Article 9
Dissolution

In case of dissolution of the organization, funds in the treasury at the time will be used to satisfy any outstanding debts, liabilities, or obligations. The balance of the assets will be disposed of as determined by the membership.

Article 10
Insurance

The need for insurance coverage will be re-evaluated annually and will be procured should our organization sponsor, schedule, or participate in any activity for which insurance is deemed necessary. We anticipate infrequent fundraiser activities which include but are not limited to bake sales, dances, carnivals, car washes or similar functions. IAW AFI 34-223, para 10.11, the members of the organization are aware that, that should an accident occur or an incident arise, we are jointly and severally liable for the obligations of this organization.

SAMPLE BYLAWS

Article 1
Duties of Officers

Article 2
Election and Voting

Article 3
Dues and Fees

Article 4
Standing Committees

Article 5
Finances and Taxes

Article 6
Insurance Coverage

Article 7
Awards/Gifts