Bella Vista Computer Club
Membership Application
(Please print clearly)

TODAY'S DATE _____ EXP DATE (For office use) _____

NAME _____ Mem No. _____

NAME _____ Mem No. _____

ADDRESS _____ CITY _____ ZIP _____

TELEPHONE _____ E MAIL _____

New Member Information

How long have you been using your personal computer? _____

What operating system do you have on your computer? _____

What is your primary purpose for using a computer? _____

_____

What other uses of the computer interest you? _____

_____

What do you consider the most important benefit you will or have derived from being a member of the Computer Club? _____

_____

What topics would you like to see presented at the monthly meetings? _____

_____

What classes would you like to see the Club offer? _____

_____

How did you find out about the Computer Club? _____

Would you be willing to serve as a club officer or board member? _____

All of the items listed on the backside of this form are necessary activities within the Club. If you would be willing to support the Computer Club by volunteering a couple of hours a month, turn this sheet over and place a check mark next to the activity(ies) of interest to you.

Fees	New Member	Renewal
First Family Member	$30	$30
Each Additional Family Member	$15	$15

Make your check out to BVCC and mail with this completed form to: Bella Vista Computer Club,1801 Forest Hills Blvd., Suite 208, Bella Vista, AR 72715-3016   (OVER)

Things you can do:

___Teach classes
___Help teach classes and become more knowledgeable
___Attend the Open House Help Clinic and help members with problems
___Host Special Interest Groups (SIG's)
___Help set up the Community Room for the monthly membership meeting
___Maintain the Club's Web site
___Gather information for the Bits and Bytes newsletter
___Compose the Bits and Bytes
___Proof the Bits and Bytes
___Purchase supplies
   ___Printer paper
   ___Toner and ink cartridges
   ___White board markers
   ___Paper towels
___Pick up donated equipment
___Store donated equipment and maintain a log of equipment on hand
___Clean up donated equipment and prepare it for donation to other nonprofits
___Deliver the equipment we donate to other organizations
___Collect money, pay bills, and maintain the Club's treasury
___Maintain the equipment in the training center
___Maintain and run the email notification
___Temporarily store equipment to be trashed
___Take unusable equipment to the disposal site
___Coordinate getting people signed up for classes
___Print and provide the Club flyer to the Welcome Wagon and other community organizations
___Write requests for grants
___Order software needed for the training center
___Print various forms and literature
   ___Club flyer
   ___Open House log
   ___Class sign-in sheet
   ___Course offerings
   ___Calendar
___Make sure Club literature is available for the public (bins by the door at the training center)
___Buy and change florescent tubes in the ceiling fixtures at the training center
___Vacuum the carpet and dust the equipment in the training center
___Write and maintain minutes to document club activity
___Give presentations at the monthly membership meetings
___Give presentations to other organizations
___Send public service announcements to radio stations and newspapers
___Sign up members, issue membership cards, and maintain a membership list
___Maintain a library of literature and software for club member's use
___Suggest and coordinate presentations for the monthly membership meetings
___Maintain a history of the Club
___Suggest and/or develop new courses
___Participate in activities that will promote the Club
___Be responsible for and maintain the Club's notebook, projector, and accessories
___Be a mentor and help club members who have just recently started using a computer

01/2023