

Constitution of (Name of Organization)

Preamble:

We, the members of the (Name of Organization) _____, hereby establish this Constitution to govern the operations, rights, and responsibilities of our organization. We seek to promote unity, cooperation, and the pursuit of common goals for the betterment of our community.

Article 1: Name and Purpose

Section 1: (Name of Organization) _____

The name of this organization shall be the (Name of Organization) _____, hereinafter referred to as the "Ministry/Foundation".

Section 2: Purpose

The purpose of the organization is to _____ (State the purpose and objectives of the association, including any specific goals or initiatives.)

Article II: Membership

Section 1: Eligibility

Membership in the organization shall be open to _____ (specify the eligibility criteria for membership, including any requirements or qualifications.)

Section 2: Rights and Responsibilities

Member of the organization shall have the following rights and responsibilities:

_____ (list the rights and responsibilities of the members, such as voting, attending meetings, participating in activities, etc.)

Section 3: Termination of Membership

Membership in the organization may be terminated by:

(Specify the grounds for termination, such as non-payment of dues, violation of organization rules, etc.)
(Outline the procedures for termination, including any appeals process)

Article III: Leadership and Governance

Section 1: Officers

The organization shall have the following officers:

(List the positions and roles of the officers, such as President, VP, Secretary, Treasurer, etc.)
(Specify the election or appointment process for officers, including term limits)

Section 2: Duties and Powers

The officers shall have the following duties and powers:

(Outline the responsibilities and authority of each officer position)

Section 3: Meetings

The organization shall hold regular meetings, as well as special meetings when necessary. The procedures for conducting meetings shall be as follows:

(Specify the frequency of meetings, quorum requirements, voting procedures, etc.)

Article IV: Finances

Section 1: Funding

The organization shall be funded through:

(Specify the sources of funding, such as membership dues, donations, fundraising activities, etc.)

Section 2: Financial Management

The organization shall maintain accurate financial records and operate within a budget. Financial decisions shall be made in accordance with the following guidelines:
(Outline the procedures for budgeting, financial reporting, and expenditure approvals.)

Article V: Amendments

This Constitution may be amended by a _____(specify the required majority or supermajority) vote of the members present at a meeting where a quorum is established. Proposed amendments must be submitted in writing and distributed to the members at least _____ (specify the notice period) prior to the meeting.

Article VI: Dissolution

In the event of the dissolution of the organization, any remaining assets shall be distributed in accordance with the decision of the members at the time of dissolution.

Article VII: Ratification

This Constitution shall be ratified upon approval by a _____(specify the required majority or supermajority) vote of the members present at a meeting where a quorum is established.

IN WITNESS WHEREOF, we, the undersigned members of the _____ (Name of Ministry/ Foundation) have executed this Constitution on the date first above written.

Your Name

Before me, on this _____ day of _____, 20____, (Name of Trustee) _____, personally known to me or proved to me on the basis of satisfactory evidence to be the natural man/woman described herein, whose name is subscribed to the within instrument and acknowledge to me that he/she executed the same in his/her authorized capacity and that by his/her signature, on this instrument executed the instrument. Purpose of Notary Public is for identification only, and not for entrance into any foreign jurisdiction.

Notary Public

Seal: