



Membership Application Form

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2018

UYONET Membership Application Form

Write in the white spaces only.

Part 1: Organizational Profile	
Name of the organisation	
Type of organization (NGO, CSO, FBO, CBO)	
Area of operation (National, Regional, District or International)	
Registration status	
Registration number	
Date of first registration	
Registration at (NGO board, Registrar of companies or at district level)	
Registration valid until	
Key contact person (Name, address and designation)	
Address of the organization	
Physical address	
Post office box number	
Telephone Number	
Official Email Address	
Website address	
Fax number	

Country of organization head quarters (if it is an international NGO)	
Mandate of the organization (thematic areas)	
Work initiatives (current activities of the organization)	
Geographical area(s) of coverage	
Mission and vision of the organization	
Part2: Objectives of the Organization	
Key objective(s) of the organization	
Part 3: Organizational structure	
Head of the secretariat (Day-to-day functioning of the organization)	
A brief description of the organs of the organization	
Functions of each organ of the organization	
Description of the Board of Directors (composition and roles)	
Organization's organogram (attach to this form as annex 1)	

Part 4: Legal Documents	
Copy of the organization's constitution (attach as annex 2 to this form)	
Copy of the organization's registration certificate (attach as annex 3 to this form)	
Under which Act is your organization registered (e.g. NGO statute 1989- as amended, Trustee incorporation Act, Companies Act, Trade Union Act, Press and journalist Act etc)	
Part 5: Funding, Partnership and Networking	
Major source(s) of funding	
List all the partners you operate with including their address	
Is your organization an umbrella organization? (if yes, please list all member organizations including their contacts and their major activities)	
Part 6: Others	
Organization's gender policy	
Capacity gaps of the organization	

Part 7: Certification	
Certification (It should be stamped)	<p>I certify that the information given above is correct to the best of my knowledge.</p> <p>Name.....</p> <p>Designation.....</p> <p>Signature.....</p> <p>Date.....</p> <p>Approved by:</p> <p>Name.....</p> <p>Designation.....</p> <p>Signature.....</p> <p>Date.....</p>
Part 8: Membership fees and Annual subscription	
Membership registration fees (National; NGOs)	UGX. 150,000
Membership registration fees (District level; CBOs)	UGX 100,000
Membership registration fees (International NGOs)	UGX 400,000
Annual subscription fees (National; NGOs)	UGX. 200,000
Annual subscription fees (District level; CBOs)	UGX 150,000
Annual subscription fees (International NGOs)	UGX 500,000
Mode of payment	Through the Bank
First payment	<i>The first payment of the membership and annual subscription fees shall only be made after board approval of the application. The applicant shall be informed of the board approval and thereafter requested to pay the mandated fees</i>

Official use only	
Part 9: Approval by UYONET	
Site visit report	
Date of board approval or disapproval of the application	
Application approved (please tick)	YES <input type="checkbox"/> NO <input type="checkbox"/>
Comment(s)	
Membership fee to be paid	
Subscription fee to be paid	
Names of approving Officers	
Designation	
Signature(s)	
Approval Date	

Note: Membership registration and annual subscription fees shall be determined and streamlined from time to time by the Board subject to the formal approval of the General Assembly.