



## **GUIDE LINES TO ESTABLISH A CHAPTER OF THE JEEP CLUB SOUTH AFRICA**

Chrysler Jeep requested that we change our logo to conform to international standards and use the registered trademark **Jeep®** with the correct font. See [www.jeepclubinternational.com](http://www.jeepclubinternational.com) for more details on Jeep Clubs worldwide.



### **ADVANTAGES**

1. All "Jeep Clubs" throughout South Africa (although operating on their own with their own management committee, etc.) abide by the same rules, constitution, code of conduct, etc. as approved by Chrysler Jeep.
2. Apart from being registered as a member of the "Jeep Club South Africa – XX Chapter" all members are also registered and listed on the National Jeep Club South Africa Membership List.
3. Together the Chapters of the Jeep Club South Africa form a stronger national representation in the 4x4 community. This means greater negotiation powers with reference to AAWDC, local authorities, land and trail owners, sponsors for special events, etc. In the process we also strengthen the hand of Chrysler Jeep SA to support us in our activities.
4. Documentation like registration forms, indemnities, etc. are standardised creating a uniform look and enhance the Club's image.
5. The existing web site can be utilised by all Clubs. Contact information of all National Jeep Club SA Chapters, documentation, newsletters, list of members, advertisements and many more is published and/or obtained from the web site.
6. The Jeep Club SA supply you with an e-mail address like for instance "xx.jeepclubsa.co.za" and a "Jeep Club SA - XX Chapter" bank account can be opened. This assure that a professional image is projected and funds can only be utilised for items authorised by the Chapter Management Committee (see Clauses 20.9 and 20.10).
7. A fax number, postal box, SMS and e-mail facilities, etc. can be obtained in the name of "Jeep Club South Africa - XX Chapter" and in this way uniformity and continuity for future members can be guaranteed.
8. Articles can be incorporated in the monthly Jeep Club SA Newsletter and a link to a more comprehensive "XX Division" with more specific news or information as may be needed, can be added. Note that the Jeep Club South Africa is also represented on the website [www.jeepclubinternational.com](http://www.jeepclubinternational.com) which means international coverage.
9. Corporate articles like key rings, clothing, etc. can be designed and ordered in bulk for all divisions. Being distributed, displayed and worn country wide, this will again enhance the overall image and cost effectiveness of the Club.
10. Seeing that all members are registered on a national basis, members from all over the country can contact the nearest Jeep Club SA Chapter and request assistance, obtain information, join in monthly meetings, and many more advantages.

11. The Jeep Club SA is registered with Motorsport SA (MSA) as well as the Association of All Wheel Clubs Southern Africa (AAWDC), which means representation for all Chapters.
12. As you think this through, more and more advantages come to mind – and the key to it all – individual Chapter organisation and management but national co-ordination and co-operation – ONLY IN A JEEP.

## **BASIC REQUIREMENTS**

Establishing and running a Jeep Club is not as glamorous as it sounds.

### **Chapter Committee Members**

Candidate Chapter Committee Members must take the following into consideration.

1. The club must be established with the intention that it will be alive and well for many generations to come and recognised as a stable long-term organisation.
2. The Management Committee must be dedicated Jeep lovers and have the desire and motivation to run this club for the benefit of all club members in accordance with the objectives of the Club as stated in Clause 3 of the Constitution.
3. Note the following clauses in the Constitution.
  - a. Clause 5.3 states that; No member of the Club may make use of the Club to his/her own advantage.
  - b. Clause 14.3 states that; Should the behaviour of any member, to the discretion of the Management Committee, be improper, unsporting or detrimental to the good name and reputation of the Club; or should any member behave in an offensive manner; or breach the rules and regulations of the Club; or harm the Club's image by poor behaviour and slander; or engage in rowdy and/or riotous and/or antagonistic behaviour towards fellow members; or refuse to obey officials, a written warning may be issued by the Management Committee.
  - c. Clause 20.4.1 states that; Any member of the Club, that is a full member of the Club for 2 (two) years or more, may be elected as a Management Committee Member on the condition that such member will not, to the discretion of the Management Committee, act in contrast to the aims of the Club or put the Club in any position to be held accountable for the actions of such a member due to his/her personal business, career or trade.
4. The Club members expect of the Management Committee to live up to their expectations and diplomacy and patience is often required.
5. Events must be planned and organised well in advance and dead lines must be met.
6. Being a member of the Management Committee requires dedication and many hours spent on behalf of the Club. It is said that if you want something done give it to the busy person, he will find time to do more.
7. If you do not have the commitment to serve on the Management Committee, rather say so and do not volunteer against your better judgement.

### **How to establish a Chapter Club**

The following is required in order to establish a "Jeep Club South Africa – XX Chapter:"

1. Permission must be obtained in writing from the Jeep Club South Africa to establish a Chapter in a specific region.
  - a. A motivation as to why a Chapter Club should be established must be supplied.
  - b. The suggested name of the Chapter should be stated.
  - c. The location and town / city from where the club will be operating must be specified. Preferably Chapter Clubs should be situated at least 100km apart, taking into consideration the population, number of potential club members, etc.
  - d. The expected number of founder members must be stated.
  - e. The names of the suggested Chapter Management Committee members and their intended portfolios must be stated. (See Clause 20.1.1" The Management Committee will consist of a minimum of 5 (five) and a maximum of 12 (twelve) members and will be composed as follows; namely a Chairperson, Vice-Chairperson, Secretary, Treasurer and as many other members as may be elected.)
  - f. The Club Management Committee reserve the right of approval or rejection in principal and no reason for their decision need to be given.
2. After the Club Management Committee gives approval in principal, a Chapter Club Founders Meeting (CCFM) must be held.

3. Club members must be registered and a Chapter Management Committee consisting of at least 5 (five) members elected to assure that the proposed club shall conform to all the requirements.
4. An Addendum to the Constitution of the Jeep Club South Africa (see documents on the web site) must be put in place and approved by the Club Management Committee before the CCFM. This Addendum to the Constitution must be presented for approval at the CCFM to enable the newly founded club to operate as a Chapter of the Jeep Club SA.
5. The minutes of the CCFM stating the elected Chapter Management Committee members and their contact details must be forwarded to the Club Management Committee. An attendance register of all paid up members attending the CCFM must be attached.
6. After written recognition by the Club Management Committee, the elected Chapter Management Committee will run the Club as an individual club subject to the requirements of the Constitution.

Please distribute this letter between you potential members for comments and a decision. We are open to suggestions and a discussion at your convenience.

Jeep Greetings,

**JEEP CLUB SOUTH AFRICA**

