

CHRONOLOGICAL STEPS

IN OBTAINING A CHARTER AND IN ORGANIZING A URANTIA SOCIETY

1. Applicants learn qualifications of persons desiring to become founders in a Urantia society. The minimum number is ten, and each must have read the URANTIA Book, and believe in it. For other requirements, see enclosed "Standards of Admission."
2. Applicants send in application. When applicants feel they have met all standards, they should fill out in duplicate the application blanks enclosed, and mail both to the Charter Committee, together with a typed list of the names and addresses of founders.
3. The Charter and Executive Committees act on the application. After the application has been approved by both committees, one copy, properly signed, is returned to the applicants for their records.
4. Applicants prepare a tentative constitution for the proposed society. Upon receipt of the returned approved application, the applicants should plan and agree upon the provisions of their future constitution. For suggestions, see the enclosed sample constitution, and appended list of relevant regulations from the constitution of URANTIA Brotherhood.
5. Applicants submit tentative constitution to Charter Committee to be checked for constitutionality. After the writers make any revisions which seem necessary and the Charter Committee finds it to be within the requirements of the Brotherhood constitution, it is returned to the applicants, and is ready for adoption by them. A provisional society organization may be set up, before installation, with officers and committees chosen, all of which will become legally functional upon receipt of the charter at the installation ceremony; or, the organization may occur afterward, but not later than within thirty days after installation. Charter Committee should have for filing a copy of the constitution as adopted.
6. The charter is presented and the applicants are installed as founders. The Charter Committee deputizes some person (probably one or more of its own members) to present the charter to the applicants and to install them as a Urantia society, in a ritual determined by the Charter Committee.