



Steps to Charter a K-Kids

The steps listed below are referenced to by International bylaws. For any questions or inquiries please email District Treasurer Jacob Kornegay at Trs2021@carolinaskeyclub.org or membership services at (800) 549-2647 ext. 411.

Instructions for Chartering:

1. Find a Sponsor

- Kiwanis club sponsors are essential to the chartering process and are used to guide and sponsor the fees. You can find a sponsoring Kiwanis club by going to <https://locator.kiwanis.org/FindAClub> or emailing District Treasurer Raghav Chari
- Complete Petition to Charter. Petition can be found at https://www.kiwaniskids.org/Libraries/KKids_Build_a_club/Petition_to_Charter.sflb.ashx

Instructions for Petitioning:

1. The Kiwanis sponsor of record must complete, in its entirety, page two of this petition. In the case of a co-sponsor, the second sponsor of record must complete and attach a separate copy of page two.
2. The school administration must complete, in its entirety, page three of this petition.
3. Upon completion of the petition with club bylaws, set aside appropriate funds. This funds must be included in the petition:
Charter Fee: \$300.00
4. Mail completed petition or charter with club bylaws with new club fee payment check or money order to: Kiwanis International, ATTN: Service Leadership Programs Chartering, 3636 Woodview Trace, Indianapolis, Indiana 46268, USA.

2. Carolinas District Grant

- The Carolinas District Foundation awards grants to Kiwanis family clubs. After completion of the chartering process, consider applying for the grant to get reimbursed for a portion of the charter fees. You can find a brief overview of the grant, and more information pertaining to the Carolinas District Grant Foundation at <https://www.carolinakiwanis.org/Page/24872>

For questions, contact Kiwanis International at 1-800-KIWANIS, Ext. 411 or slpcharter@kiwanis.org.