

Nevada City Odd Fellows Oustomah Lodge #16 Protocol for Membership Applications

To assure a reasonable period of time for members of the Lodge and applicants for membership to the Lodge to get to know one another, all Oustomah Lodge Members shall follow this Protocol for the processing of applications for a vote by the Lodge for Membership. The applicant's sponsor shall guide the applicant in an understanding of Odd Fellowship and shall actively introduce the applicant to members of the Lodge.

1. All applicants must have a sponsor who must be a member of the Lodge in good standing who has been a member for at least one year. A member of the Lodge may not sponsor more than two (2) applicants at one time.
2. Applications for membership shall be submitted to the Secretary of the Lodge by the sponsor, only on the form prescribed for that purpose and shall be read at the next Lodge business meeting. Once read at a meeting, the applicant shall be considered a Pledge of this lodge. The application shall then be given to the Chair of the Interviewing Committee.
3. The minimum pledge period between the reading of the application and the vote on membership shall be at least three (3) months, and not more than six (6) months.
4. Each Pledge during the pledge period shall attend at least two Lodge committee meetings.
5. A best effort shall be made by the Pledge to meet as many Officers, Trustees and Members as possible.
6. When the Pledge has fulfilled the above membership requirements, their sponsor shall notify the Interview Committee. The Interview Committee shall interview each Pledge within 30 days and make a recommendation of membership to the Lodge, at the first business meeting following their interview.
7. Once all requirements have been met, during the next available Business Meeting, a vote on admission of the Pledge shall be taken. The sponsor shall notify the Pledge of the vote.
8. Initiations shall be scheduled on dates that the Lodge directs based on the number of pledges ready for initiation.

Nevada City Odd Fellows Oustomah Lodge #16 Checklist for Pledges Applying for Membership

- ___ Application completed - Date: _____
- ___ Application submitted to Secretary - Date: _____
- ___ Application read at Business Meeting - Date: _____
- ___ Pledge actively participates in 6 events
 - Event & Date _____ Event & Date _____
 - Event & Date _____ Event & Date _____
 - Event & Date _____ Event & Date _____
- ___ Pledge attends 2 Lodge committee meetings
 - Committee & Date _____
 - Committee & Date _____
- ___ Sponsor notifies Interviewing Committee that Pledge is ready to be interviewed -
Date _____
- ___ Interviewing Committee interviews Pledge - Date _____
- ___ Interviewing Committee makes recommendation to Lodge
- ___ Lodge votes on pledge - Date _____
- ___ Initiation Committee schedules Initiation
- ___ Initiation - Date _____

Updated August 4, 2025