



**EAST AFRICAN CIVIL SOCIETY ORGANISATIONS' FORUM**  
*Strengthening Civil Society in the Integration Processes*

Plot No. Taso 155 286, Nane Nane, Njiro, P.O. Box 12583, Arusha, Tanzania  
E-mail: eacsof@gmail.com, www.eacsof.net

**Membership Application Form**

We, ..... (the applicant)

Physical Location: .....

Contacts: .....

Postal address: .....

Tel: .....

Fax: .....

Email: .....

Hereby apply to be admitted as members of the East African Civil Society Organisation Forum (EACSO).

We confirm that we are an association, civil society organisation, NGO, Regional Organisations, CBO / Co. Ltd by Guarantee in the field/discipline stated below:

.....  
.....

(Where applicable) and are duly registered under (Country).....  
Act.....

We commit to the membership of the Forum and undertake to pay the \$ 200 as annual membership subscription fee and a onetime registration fee of \$ 50 to the East African Civil Society Organisation Forum (EACSO).

We have read the EACSO Constitution, and if admitted undertake to abide by all conditions of membership therein, including membership subscription fees, as they now exist or as they may thereafter be altered, amended or added to in as long as we remain a member.

We authorise Mr. /Ms..... to represent us in Forum activities.

We, the applicant, enclose herewith certified copies of the following documents for your perusal:

Constitution or Articles and Memorandum of Association

Certificate of registration.

List of current Council/board members including their contact address.



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Authorised Signature (CEO or Board Chair Person & Stamp) .....

Position in Organization: .....

Date: .....

**Official Use:**

Date of Registration.....

Accepted.....

Rejected.....

Any comment .....



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## **FREQUENTLY ASKED QUESTIONS**

### **1. What do I do once I have all the requirements ready?**

Return the scanned filled application form and Certificate of registration via email to [eacsof@gmail.com](mailto:eacsof@gmail.com) / [info@eacsof.net](mailto:info@eacsof.net) accompanied by \$50 onetime registration fee and \$200 Annual Membership fee.

### **2. What mode of payment is acceptable and at what stage of the application process?**

The returned application form and certificate of registration should be accompanied by payment (\$50 onetime registration fee and \$200 Annual membership fee), so as to be enlisted in **EACSOFF Active New Membership Inquiry Register** for invitation to EACSOFF events, EAC News updates and networking with other prominent CSO.

### **3. Who pays the Bank Transfer Charges?**

Organizations applying for membership should top up the Bank Transfer Charges on the \$50 onetime registration fee and \$200 Annual Membership fee.

### **4. What are the Bank Transfer Charges?**

Kindly do inquire from your bank what are the Bank Transfer Fees.

The Bank Transfer Charges vary from \$37-\$60 depending on the bank and its country location.

### **Below are EACSOFF Bank Details:**

**Beneficiary Name: East African Civil Society Organizations' Forum (EACSOFF)**

**Beneficiary Account Number: A/C no 002-6011647 USD**

**Account Beneficiary Bank Name: Barclays Bank Tanzania Limited, P.O. Box 14652 Arusha, Tanzania**

**Beneficiary Bank SWIFT Code: BARCTZTZ.**



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NB: Notify us via email with scan copies of bank receipts when your organization swift transfers the payment and we will send you a scanned receipt for your payment.

**5. Can I get a hard copy of the receipt?**

EACSOFF representatives will issue you a hard copy of the receipt for your payment when we meet you during EACSOFF Events and Conferences.

**6. Where do I deliver the application form?**

Also send the filled application form and accompanied documents via postal service to:

**East African Civil Society Organizations' Forum (EACSOFF)**

**P. O. Box 12583 Arusha Tanzania.**

*Feel free to contact us if you need any further clarifications or information so as to enable your organisation to join EACSOFF.*