

THE MUSLIM COUNCIL OF BRITAIN

MCB

As-salaamu alaykum wa rahmatullah.

Re: Affiliation to the MCB

Thank you for your interest in becoming an affiliate of the Muslim Council of Britain.

Please find enclosed:

1. Affiliation Form – ***to be completed and signed***
2. Questionnaire – ***to be completed***
3. Copy of the MCB Constitution and Standing Orders

Please note if you are a registered charity, it would be helpful to us if you could send a copy of your Charity Commission's approval letter.

Please ensure that all sections of the forms listed 1 & 2 above are completed in full. Also please ensure that the telephone numbers entered in the questionnaire are clearly marked as **day/work** and **evening/home** for clarity.

The annual affiliation fees are as follows; depending on the category your organisation falls into:

- National Organisations £500.
- Regional Organisations £200.
- Other Organisations £50.

An organisation is deemed to be a 'national Muslim body' if it meets the following criteria, the fees for this category are £500.

- (a) its headquarters is located in Britain, and*
- (b) its scope of activity and membership are countrywide, and*
- (c) it has an established and recognised presence within the Muslim community, and*
- (d) it has been operating for at least two years, and*
- (e) it has a constitution and produces its annual report and/or statements of accounts (or an explanation if this documentation is not available).*

An organisation is deemed to be a 'Regional Muslim body' if it meets the following criteria, the fees for this category are £200.

- (a) its headquarters is located in Britain, and*
- (b) its scope of activity and its membership cover (i) all or part of a county or a number of adjacent counties, or (ii) it is an association or council of mosques operating within a town, city or county, and*
- (c) it has a constitution and provides its annual report(s) and/or statements of accounts (or an explanation if this documentation is not available).*

T H E M U S L I M C O U N C I L O F B R I T A I N

Note: *In the event that there are more than one regional organisation in a given area, the larger body in terms of the number of its affiliated bodies will be the one to have the right to (i) appoint two delegates to the General Assembly and (ii) nominate a member to the Central Working Committee.*

If your organisation does not meet either of the above two criteria then please note it will be considered as being in the other category and the fees for this are £50.

On receipt of the completed forms by the MCB your application will be considered for processing.

We look forward to your support and to work together for the benefit of the community. If you require further assistance or information please feel free to contact me.

Wasalaam,

Talha J. Ahmad
Chair, Membership Committee

Encl: MCB Brochure
Affiliation Form
Affiliation Questionnaire
MCB Constitution
MCB Standing orders

**The Muslim Council of Britain
(MCB)**

Affiliation Form

AFFILIATION FORM

1. ORGANISATION NAME AND ADDRESS DETAILS:

ORGANISATION NAME:

ADDRESS FOR CORRESPONDENCE:

POST CODE:

TELEPHONE:

FAX:

E-MAIL:

WEBSITE:

PERSON(S) IN THE ORGANISATION PROVIDING THE CONTACT POINT(S)

FOR MCB COMMUNICATION:

MAIN CONTACT NAME:

TELEPHONE (OFF):

(HOME):

MOBILE:

E-MAIL:

SECOND CONTACT NAME:

TELEPHONE (OFF):

(HOME):

MOBILE:

E-MAIL:

2. ORGANISATIONAL STATUS

DATE FORMED [][]/[][]/[][]

(Please enter date)

IS THERE A CONSTITUTION? (Yes/No)

IF 'YES', PLEASE ATTACH

IS THERE AN ANNUAL REPORT? (Yes/No)

IF 'YES', PLEASE ATTACH FOR 2 YEARS

REGISTERED CHARITY? (Yes/No)

.....
REGISTRATION NUMBER

UNINCORPORATED ASSOCIATION? (Yes/No)

.....

LIMITED COMPANY? (Yes/No)

.....

IS IT AFFILIATED TO, OR A

BRANCH OF, A PARENT BODY? (Yes/No)

IF 'YES', NAME OF PARENT BODY

.....

3. RESPONSIBLE PERSON(S) IN THE ORGANISATION:

NAME	POSITION	TELEPHONE	E-MAIL

4. MEMBERSHIP PROFILE:

NUMBER OF MEMBERS IN ORGANISATIONS (INDIVIDUALS, OR MEMBER ORGANISATIONS)

NUMBER OF INDIVIDUALS:

.....

NUMBER OF ORGANISATIONS:

.....

DOES THE ORGANISATION MAINTAIN A MEMBERSHIP ROLL?

Yes/No

.....

5. MAIN ACTIVITIES

PLEASE DESCRIBE THE ORGANISATION'S MAIN ACTIVITIES:

6. FOR NATIONAL AND REGIONAL AFFILIATE APPLICATIONS ONLY:

LIST OF BRANCHES OR AFFILIATED MEMBER ORGANISATIONS ATTACHED? Yes/No

7. CONFIRMATION:

I/WE

NAME OF ORGANISATIONAL REPRESENTATIVE(S)

HAVING READ AND ACCEPTED THE MUSLIM COUNCIL OF BRITAIN'S CONSTITUTION AND STANDING ORDERS, CONFIRM THAT:

NAME OF ORGANISATION

a) SEEKS AFFILIATION TO THE MUSLIM COUNCIL OF BRITAIN AND WILL INFORM MCB OF ANY CHANGES IN OUR ORGANISATION AND CONTACT DETAILS &

b) **I/We hereby declare that the information provided above is complete & accurate.**

SIGNATURE:

DATE:

POSITION IN THE ORGANISATION:

SIGNATURE:

DATE:

POSITION IN THE ORGANISATION:

Cheque Enclosed: Yes/No

Cheque No:

Amount:



Affiliation questionnaire

In order to deal with your application quickly, please answer the following questions. Please, use the checklist to make sure all necessary information is provided.

Part One

Please answer the following as:
Y= Yes, N= No

1. Are you an Islamic Organisation believing in Allah and that Muhammad Peace be Upon Him is the Last Messenger? (Y/N)	
2. Does your organisation have a constitution? (Y/N)	
3. Is your organisation a registered charity? (Y/N)	

**Part Two:
Check List:**

Please make sure to enclose the followings: (please tick \checkmark as appropriate)

<ul style="list-style-type: none"> • Affiliation fee: Cheque for 1st year's affiliation fee: <div style="text-align: right; margin-left: 200px;"> Local : £50.00/year _____ Or Regional: £200.00/year _____ Or National: £500.00/year _____ </div> • Constitution/literature of your organisation enclosed • Completed MCB Affiliation Form • A contact person's details 	
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Please attach this to the completed Affiliation Form.

Thanking you and with kindest salaams,

Talha J. Ahmad
Chair, Membership Committee