**CONSTITUTION CHECKLIST**

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| **AREA** | **STATUS (√ where areas are visibly present in the Constitution)** |
| Ratified Constitution (signed by Executive) |  Checked |
| Organization’s Name |  Checked |
| Organizational Vision & Mission  |  Checked |
| Membership |  Checked |
| General Meeting (Frequency) |  Checked |
| Executive Meeting (Frequency) |  Checked |
| Election Guidelines |  Checked |
| Voting Rights |  Checked |
| Basic Financial Procedures |  Checked |