

# Club Officer Information



**Term of office** (check only one box)

Club Number \_\_\_\_\_ District \_\_\_\_\_

Annual       Semiannual

**NOTE:** Club Constitution for Clubs of Toastmasters International and Addendum of Standard Club Options state club officer terms must conform to the above schedule. Only those clubs that meet weekly may elect officers for semiannual terms. Please provide email addresses for all officers, which is a requirement to conduct club business online.

**Minimum officer requirements: Clubs must indicate below at least a president, one vice president, and a secretary or secretary/treasurer, and these offices must be held by three different individuals.**

## President

Name \_\_\_\_\_

Email \_\_\_\_\_

Member number (if known) \_\_\_\_\_

Term begin date \_\_\_\_\_

## Vice President Education

Name \_\_\_\_\_

Email \_\_\_\_\_

Member number (if known) \_\_\_\_\_

Term begin date \_\_\_\_\_

## Vice President Membership

Name \_\_\_\_\_

Email \_\_\_\_\_

Member number (if known) \_\_\_\_\_

Term begin date \_\_\_\_\_

## Vice President Public Relations

Name \_\_\_\_\_

Email \_\_\_\_\_

Member number (if known) \_\_\_\_\_

Term begin date \_\_\_\_\_

## Secretary

Name \_\_\_\_\_

Email \_\_\_\_\_

Member number (if known) \_\_\_\_\_

Term begin date \_\_\_\_\_

## Treasurer

Name \_\_\_\_\_

Email \_\_\_\_\_

Member number (if known) \_\_\_\_\_

Term begin date \_\_\_\_\_

## Sergeant at Arms

Name \_\_\_\_\_

Email \_\_\_\_\_

Member number (if known) \_\_\_\_\_

Term begin date \_\_\_\_\_

You may submit this information online at [www.toastmasters.org/clubcentral](http://www.toastmasters.org/clubcentral) or send the completed form by email to [clubofficers@toastmasters.org](mailto:clubofficers@toastmasters.org).