



VIEW Clubs of Australia COMMITTEE LIST

CLUB NAME: _____

YEAR: _____ **Zone:** _____

To be completed by the AGM Chair with the support of the current club committee. Four copies are to be produced – one each for the Zone Councillor, the National Councillor/Advisor, the Club and one returned to National Office.

Please ensure all details are correct, incorrect details can lead to delays in receiving information, orders etc.

MEETING DETAILS

Day of Meeting: _____ Time of Meeting: _____
(eg 1st Wednesday) (eg 10am)

Venue of Meeting: _____

Address _____

Suburb _____ State _____ Postcode _____

CLUB POSTAL ADDRESS (ALL POSTAL CORRESPONDENCE WILL BE SENT TO THIS ADDRESS)

Address: _____

Suburb: _____ State: _____ Postcode: _____

CLUB EMAIL ADDRESS/S:

Main Contact Email
(use Club Email where possible) _____

2nd Contact Email _____

(All digital correspondence, National Minutes and Mailouts will be sent to this/these address/es, which can belong to Committee Member/s or the Computer Liaison, at the discretion of the Club)

Delegate Email _____

OPT IN MAILOUT

This Club would like to receive mailout hard copy documents (where possible)

The Committee understands that: a) it is their responsibility to ensure they have received all monthly mailouts, b) that printing of all documents is the Committee's responsibility, and c) not all monthly mailouts will be done hard copy.

WEBSITE CONTACT

Name: _____ Email: _____ Phone _____

Details to be shown on website.

ALTERNATE MAILING ADDRESS

If VIEW Matters magazine is to be sent to an address **other** than the above "Club Address", please provide details:

Address: _____

Suburb: _____ State: _____ Postcode: _____

Number VIEW magazine required by club? (round up to the nearest 10)

COMMITTEE

Position	Name (Check spelling)	Telephone/Mobile <i>(Include area code)</i>	Address <i>(Include post code)</i>	E-Mail:
President				
Vice President				
Secretary				
Assistant Secretary				
Treasurer				
Assistant Treasurer				
Delegate				
Program Officer				
Program Officer				
Publicity Officer				