



# Charter 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) \_\_\_\_\_

**Vice President Education**

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

**Vice President Membership**

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

**Vice President Public Relations**

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

**Secretary**

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

**Treasurer**

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

**Sergeant at Arms**

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

**By signing this form I confirm that I have gained the consent of all individuals listed to share their information for the sole purpose of Toastmasters International essential communications.**

Signed \_\_\_\_\_  
 Date \_\_\_\_\_