

## Excellent Treasurer Award (Green 7 Pin)

NAME OF CLUB	
To qualify, the Treasurer must fulfill at least 7 of the following 10 requirements	
1. All International, District and State dues must be paid by the deadlines indicated on the invoices.	
2. The club shall not be in arrears to International for such items as supplies, LEO Club Dues, etc.	
3. The Treasurer must give an accounting each month of the finances at the Club's business meeting.	
4. The Federal 990 or the 990EZ must be submitted to the IRS by November 15 <sup>th</sup> each Lions year.	
5. The Treasurer must incorporate, or charge, sales taxes on non-food items sold by the Club and must pay those taxes to the State.	
6. The Treasurer should see that the Club's Incorporation is renewed every five (5) years.	
7. The club must have an audit of the books at the beginning of each Lions year.	
8. The Treasurer must separate the funds into an Administrative and Service/Charity accounts.	
9. The Treasurer is to assist the President in establishing the club's annual budget.	
10. The Treasurer must attend at least two of the following: + ____ Attend at least 2 zone advisory meetings + ____ 2019 Ohio Lions Winter Retreat + ____ 2018 District 13 OH 7 Convention + ____ 2018 District 13 OH 7 Leadership School + ____ 2018 Ohio Lions State Convention + ____ 2018 Lions International Convention + ____ 2018 USA/Canada Lions Leadership Forum	
Signed or Submitted by Club Secretary	

\*Note: Examples of taxable items include but are not limited to: plants, flowers, brooms and drinks manufactured with sugar in them. If tea and/or coffee are sold without sugar in them but the customer adds sweeteners after the purchase, then it is non-taxable.