

2012-2013

100% SECRETARY AWARD for DISTRICT 35-O

CLUB \_\_\_\_\_  
SECRETARY \_\_\_\_\_

- 1 All Monthly Membership Reports turned in each month \_\_\_\_\_
- 2 Monthly Activity Reports turned in for each month \_\_\_\_\_
- 3 Attend (3) Zone Meetings \* \_\_\_\_\_
- 4 Attend (4) Cabinet Meetings \*\* \_\_\_\_\_
- 5 Attend a District Secretary School Training \*\*\* \_\_\_\_\_
- 6 International and District Dues paid within 30 Days of billing \_\_\_\_\_
- 7 Annual PU101 postmarked by April 15<sup>th</sup> \*\*\*\* \_\_\_\_\_

\*(1) Excused Absence will be allowed if Zone Chair is contacted before the Zone Meeting

\*\* (1) Excused Absence will be allowed if Cabinet Secretary is contacted before the Cabinet Meeting

\*\*\* Credit will be given for attending schools at MD-35 School at Convention in May or District Schools held thereafter during the current year.

\*\*\*\* If PU101 is not received by May 1<sup>st</sup> the Secretary is disqualified for this award.

This form will be filled out properly and signed by the Club President to be received or postmarked by June 30<sup>th</sup> of the Current year

Award will be presented at the discretion of the Governor.

PRESIDENT \_\_\_\_\_  
CLUB \_\_\_\_\_

Send to: District 35-O Cabinet Secretary Carol Reichard  
63 River Trail Drive, Palm Coast, FL 32137  
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