

**MULTIPLE DISTRICT 24
LIONS OF VIRGINIA
DELIVERY RECEIPT FOR CLUB RECORDS**

According to the 100% Secretary Award rules, a receipt must accompany the application for the award showing delivery of club records to the new club secretary. This receipt must be signed by the incoming club secretary. If the application for the award is for a secretary who is succeeding him/herself, then the incoming president must certify, by affixing his/her signature in the space provided below, that the repeating secretary has the records in his/her possession.

Received from _____ Club Name _____
Name of Outgoing Secretary

1) All club records

Signed _____
Incoming Secretary Date

Certified _____
Incoming President Date