|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| VIEW_MONO_BW | | **VIEW Clubs of Australia**  COMMITTEE LIST | | |
| Club Name: | | Click here to enter text. | | |
|  | Year: | Click here to enter text. | **Zone:** | Choose an item. |

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

# MEETING DETAILS

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Day of Meeting:  (eg 1st Wednesday) | Choose an item. | | | Time of Meeting:  (eg 10am) | | Click here to enter text. | |
| Venue of Meeting: | | Click here to enter text. | | | | | |
| Address | | Click here to enter text. | | | | | |
| Suburb | | Click here to enter text. | State | | Choose an item. | Postcode | Click here to enter text. |

# CLUB POSTAL ADDRESS (*All* mail correspondence will be sent to this address)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Address: | Click here to enter text. | | | | |
| Suburb: | Click here to enter text. | State: | Choose an item. | Postcode: | Click here to enter text. |

# CLUB EMAIL Address/s:

|  |  |  |
| --- | --- | --- |
| **Main Contact Email** (Club Email) | **1st Contact Email** | Click here to enter text. |
| **2nd Contact Email** | **2nd Contact Email** | Click here to enter text. |

(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** | Click here to enter text. |

# Opt IN Mailout

|  |  |
| --- | --- |
| This Club would like to receive a hard copy mailout (when available) |  |
| 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: | Click here to enter text. | Email: | Click here to enter text. | Phone | Click here to enter text. |

Club Committee/member details as a contact point for potential new members, recommend include email address. Details to be shown on website.

# ALTERNATE MAILING ADDRESS

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

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Address: | Click here to enter text. | | | | | |
| Suburb: | Click here to enter text. | | State: | Choose an item. | Postcode: | Click here to enter text. |
| Click here to enter text. | | Number VIEW magazine required by club? (**round up to the nearest 10**) | | | | |

Office Use Only:  Database  MYOB  Connect  eParcel

# COMMITTEE

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Position** | **Name**  (Check spelling) | **Telephone/Mobile**  *(Include area code)* | **Address**  (*Include post code)* | **E-Mail:** |
| President | Click here to enter text. | Click here to enter text.  Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Vice President | Click here to enter text. | Click here to enter text.  Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Secretary | Click here to enter text. | Click here to enter text.  Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Assistant Secretary | Click here to enter text. | Click here to enter text.  Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Treasurer | Click here to enter text. | Click here to enter text.  Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Assistant Treasurer | Click here to enter text. | Click here to enter text.  Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Delegate | Click here to enter text. | Click here to enter text.  Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Program Officer | Click here to enter text. | Click here to enter text.  Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Program Officer | Click here to enter text. | Click here to enter text.  Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Publicity Officer | Click here to enter text. | Click here to enter text.  Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Choose an item. | Click here to enter text. | Click here to enter text.  Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Choose an item. | Click here to enter text. | Click here to enter text.  Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Choose an item. | Click here to enter text. | Click here to enter text.  Click here to enter text. | Click here to enter text. | Click here to enter text. |