**Nomination form**Treasurer of the Fleet House Lights Blues Club - 18/19

**Instructions for the use of this form:**

* All nominees for any committee office must be a member of the Club and in good standing.
* All Proposers and Seconders must be members of the Club and in good standing.
* All questions on this form must be completed even if the answer is, for example, N/A.

**Treasurer's Purpose:**

* To provide financial support to the club, ensure records and procedures are maintained and the club remains financially viable.

**Treasurer's Key Responsibilities:**

* To lead financial planning and to oversee all financial activity of the club.
* To manage budgets and present them at committee meetings.
* Ensure appropriate financial procedures and policies are in place.
* Arrange yearly accounts and organise auditing.
* To update and maintain the clubs ‘visitor's corner’ section of the website.

**Name of Nominee:**

**Name of Proposer:**

**Name of Seconder:**

**Lodge Name / Number:**

**Signed:**