



BRANCH INFORMATION
Branch Officer Details

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| BRANCH NAME | BRANCH NUMBER |
| CHAIRMAN Name Address Telephone No: Email: Date Appointed: | BRANCH SECRETARY Name Address Telephone No: Email: Date Appointed: |
| MEMBERSHIP SECRETARY Name Address Telephone No: Email: Date Appointed: | TREASURER Name Address Telephone No: Email: Date Appointed: |
| CHEQUE SIGNATORIES 1. Name: Officership held: 2. Name Officership held: 3. Name Officership held: Branch Financial Year: | CHANGES TO OFFICERS Please inform Headquarters as soon as a change of Officership takes place in your Branch. Would you please make sure that all Officer details are completed in full whether a change has been made or not to ensure our records are up to date at all times. If any of the changes to the Officers affect the Branches 1001 club membership or Standard Branch notes please notify HQ immediately. |



BRANCH INFORMATION
Branch Officer Details Continued/...

DATES OF REGULAR MEETINGS (i.e. 1st Monday each month)

Date of AGM:

Venue for SOCIAL meetings
Address (please give exact details)

Venue for FORMAL meetings
Address (please give exact details)

BRANCH ACCOUNTS EXAMINER (1)

Name
Address

Telephone No:

Date Appointed:

BRANCH ACCOUNTS EXAMINER (2)

Name
Address

Telephone No:

Date Appointed:

When a change is notified to Headquarters, a fresh form will be forwarded to the Branch.