

TO BE SUBMITTED WITHIN 30 DAYS OF THE AGM.
Secretaries please use this form when forwarding club returns to Dogs West.

CLUB NAME:

AGM Date

The following items are to be submitted:

- | | | |
|--|----------|--------------------------|
| 1. COPY OF AGM MINUTES & ATTENDANCE REGISTER | Enclosed | ☐ |
| 2. PRESIDENT'S REPORT | Enclosed | ☐ |
| 3. FINANCIAL STATEMENTS
(Income & Expenditure, Balance Sheet)
Note : Only Audited Financial Statements are to be presented at the AGM | Enclosed | ☐ |
| 4. AUDITOR'S REPORT | Enclosed | ☐ |
| 5. NUMBER OF FINANCIAL MEMBERS | Number | <input type="text"/> |
| 6. EXECUTIVE COMMITTEE LIST | | |

<u>President</u>	Name _____	CAWA No. _____
<u>Vice President</u> (2 if applicable)	Name _____	CAWA No. _____
	Name _____	CAWA No. _____
<u>Secretary</u>	Name _____	CAWA No. _____

Please advise contact details for correspondence and Dogswest website.

****Please note these will be the public contact details for the club.****

Address _____

Tel No _____ Email _____

Club Copy of Canine News Required: YES NO

<u>Treasurer</u>	Name _____	CAWA No. _____
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Dogs West Invoices are emailed direct to Club Treasurer.
Please advise contact details below.

Email _____

7. ATTACH **FULL** COMMITTEE MEMBERS LIST WITH:

Name	CAWA Membership No.	Enclosed	☐
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8. Any amendments to your Club Constitution (Rules) and Domestic Regulations will require an application to Governing Council. Governing Council must approve amendments before they can come into effect. Applications to include clear Rationale, and supporting documentation i.e. Notice of meeting, Notice of Motion, proof of quorum ie attendance records and membership numbers.

OFFICE USE ONLY

Checked Date _____ Initial _____

Master Updated Date _____ Initial _____

Administrator Date _____ Initial _____