

## **BOAKE EFFICIENCY AWARD**

### **Objective:**

- To reward those clubs which effectively meet the requirements of zone, district and national
- To recognize the efficient and effective administration of clubs
- To encourage zones and districts to ensure their clubs are aware of and completing the requirements of being a member of the Association and an Incorporation

### **Judges:**

- Membership Coordinator

### **Management:**

1. Clubs will maintain their portfolio
2. Affidavit must be signed by the President and Secretary
3. Clubs must submit their affidavit for this award to the Membership Coordinator postmarked no later than July 15<sup>th</sup>. E-mail and faxes are also acceptable.

### **Reward:**

- The District with the highest ratio of clubs who have earned the Boake Efficiency Award will be recognized at National Convention
- Each club shall receive a certificate

**Available from Kin Sales:** Banner add-ons

## BOAKE EFFICIENCY AWARD AFFIDAVIT

Presented to clubs who complete 7 of the 9 requirements.

NATIONAL REQUIREMENTS		
	1	National Dues paid to the satisfaction of the Executive Director.
	2	National Insurance form filed to the satisfaction of the Executive Director
	3	Annual Incorporation Return filed by due date.
	4	Annual Club Reporting form filed with National Headquarters to the satisfaction of the Executive Director.
DISTRICT REQUIREMENTS		
	5	District dues paid to the satisfaction of the District Governor.
	6	Letter from club President attesting that a financial audit or review has been completed on the clubs previous years financial statements sent to the District Governor by December 31
	7	Letter from Club President attesting that the Corporations T2 form has been duly filed with CCRA.
	8	Invite a member of the District Council to attend a club meeting / function.
	9	Club in attendance at Zone Convention

## OUTSTANDING BOAKE EFFICIENCY AWARD AFFIDAVIT

Presented to all clubs who have earned the Boake Efficiency Award and complete all 3 of the following:

DISTRICT REQUIREMENTS		
	10	Invite a member of the District Council to attend a club meeting / function. (In addition to item #8)
	11	Club in attendance at Fall Leadership Conference.**
	12	Club in attendance at District Convention.

\*\* If no Fall Leadership Conference is held that year, the club is deemed to have attended.

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President

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Date

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Secretary