



THE KIWICLUB CHAPTER OFFICER INFORMATION FORM

Please use this form when new officers are elected or when reporting changes in any chapter officer's information.

Please use the officer's first, last name when hired, and current last name, whether incoming or reelected, phone number(s) and email addresses. If this is a change in the officer's information *only*, please note.

When completed, send the form to both the 2nd Vice-President and the website Hostess (see list of National Officers on the top of the [Forms page](#) for contact information).

Chapter: _____ Length of Term: _____

Election Held (month/year): _____ Installation Held: (month/year): _____

Meetings Held (monthly, quarterly, yearly and if day or night) _____

INCOMING OFFICERS:

President: _____
First Last Name When Hired Current Last Name

Email: _____

Vice-President: _____
First Last Name When Hired Current Last Name

Email: _____

Secretary: _____
First Last Name When Hired Current Last Name

Email: _____

Treasurer: _____
First Last Name When Hired Current Last Name

Email: _____

Newsletter (if any): _____
First Last Name When Hired Current Last Name

Email: _____

Submitted by: _____

Office Held: _____

Date: _____

SEND TO THE SECOND VICE-PRESIDENT AND THE WEBSITE HOSTESS UPON COMPLETION.