

Kiwanis United Kingdom Criteria for Club Secretary Award

1. All club reports must have been updated and submitted online by the 10th of the following month.
2. All Kiwanis UK, Kiwanis Europe and Kiwanis international dues information have been given to the treasurer for payment.
3. There must be no club indebtedness owed to Kiwanis International or the district, which would make club delegates ineligible to vote at the district, state or international conventions.
4. The club election results must be properly updated on the backend, showing the newly elected president, secretary and treasurer and appointed Membership Chairperson and must be completed as required no later than July 26th
5. All delegate forms must be completed and submitted before the advertised deadlines for the KNUK convention.
6. The secretary must have attended or participated in at least one (1) KNUK event.
7. The secretary must be registered to attend this year's district convention.
8. The club secretary must be recommended for this award by the club president
9. Any of the above criteria may be waived by the KNUK Coordinator or KNUK Secretary, if he/she is advised of conditions, which exist beyond the control of the secretary.
10. Application for this award must be submitted by July 26, 2024,

I certify that Secretary_____ of Kiwanis Club _____ has
complied with the above requirements and is entitled to this award.

Club President

Date:

Submit to the KNUK Secretary no later than July 26th.