

**OUTSTANDING CLUB REPORTING AND RECORDS KEEPING AWARD
WISCONSIN-UPPER MICHIGAN DISTRICT, KEY CLUB INTERNATIONAL
2019-20**



Reporting your club's information is important and helpful to the District Board. To qualify for this award, your club must have a minimum of **100** cumulative points. If you have questions about the criteria contact your Lieutenant Governor.

Part 1: Criteria

School/Club: _____ Faculty Advisor: _____

Division: _____

Total Points:

- | | | |
|---|-------------------|-------|
| 1. Monthly Report Forms are submitted by the 5 th of each month | 5 points each | _____ |
| 2. Club Officer Information Sheet is submitted within 30 days of elections | 20 points | _____ |
| Date of Club Election: _____ | | |
| 3. Club achieved Early Bird Dues status (Dues paid by November 1 st) | 25 points | _____ |
| 4. Registered for the District Leadership Conference 2020 | 20 points | _____ |
| 5. Performed a minimum of 25 hours of service per paid member
(Between April 1, 2019 – January 21, 2020) Attach Proof | 15 points | _____ |
| 6. Annual Club Achievement Report submitted for 2019-20 year
(Submitted with District Leadership Conference materials) | 20 points | _____ |
| 7. Submitted article(s) to Key To Caring Publication
(Please attach a copy of the submitted articles) | 15 points/article | _____ |

Total: _____

To qualify for this award, your club must have a minimum of **100** cumulative points.

MUST BE POSTMARKED BY January 20, 2020

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