



# Club Officer Agreement and Release Statement

## Directions

Toastmasters International requires that any member elected to the role of club officer agrees to and signs the Club Officer Agreement and Release Statement below. This completed form should be submitted to the Club Secretary and kept in the club's records indefinitely.

## Release Statement

As a member of my club's Executive Committee, I accept the responsibilities and duties as outlined in the *Club Constitution for Clubs of Toastmasters International*, the *Club Leadership Handbook*, and in standing rules or policies adopted by the Board of Directors, including but not limited to:

- ▶ I will always conduct myself in a professional manner and adhere to the Toastmasters International's Core Values.
- ▶ I agree to abide by the principles outlined in "A Toastmaster's Promise."
- ▶ I take personal responsibility for my conduct, individually and as a leader of my Toastmasters club.
- ▶ I understand that disagreements can and will occur. Therefore, I promise to focus on the issue at hand and not on the individual.
- ▶ I will refrain from any form of discrimination, harassment, derogatory, illegal, or unethical conduct, and I understand that if I engage in such behavior, I may be responsible to reimburse Toastmasters International, my club or other clubs, or other individuals involved with Toastmasters, for any damages, losses, or costs resulting from my conduct.
- ▶ I understand that Toastmasters programs are conducted by volunteers who cannot be effectively screened or supervised by Toastmasters International or its clubs. Therefore, I release and discharge Toastmasters International, its clubs, governing bodies, and representatives from any liability for the intentional or negligent acts or omissions of any member or officer of my club or other clubs, or any officer of Toastmasters International.
- ▶ I will fully comply with my fiduciary duties to Toastmasters International under its governing documents and the law of the land.
- ▶ I understand that individual members, clubs, and Districts may not create or use their own logo to replace or supplement the Toastmasters logo and wordmark.
- ▶ I understand that all programs, materials, and contents are property of Toastmasters International and cannot be used for any individual, their affiliates, and/or organizations to derive any financial gains.
- ▶ I agree to receive all communications from Toastmasters International World Headquarters.

By signing this agreement, I acknowledge and accept the duties and responsibilities prescribed in the *Club Constitution for Clubs of Toastmasters International* and other supporting documents, including but not limited to the *Club Leadership Handbook*.

## Confirmation

I have read and agree to the terms and conditions of the Club Officer Agreement and Release Statement.

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Full Name

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Member Number

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Officer Position

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Club Name Club Number

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Signature Date (MM/DD/YYYY)