

## CONSENT & ASSURANCE

### REGIONAL TRUSTEE'S DUTIES AND RESPONSIBILITIES

I hereby acknowledge that, prior to my election as Trustee of this Region of the California-Nevada-Hawaii District of Kiwanis International (hereinafter referred to as the "District"), that I have been fully informed of the Duties and Responsibilities of the office of Regional Trustee. I understand that I will be elected Trustee by the Region's delegates as provided in the District Bylaws and Policies. Further, **I understand my Duties and Responsibilities will be as follows:**

**As Trustee-Designate**, I understand that I:

1. Should attend the International Convention that immediately precedes my term of office as Trustee.
2. Shall attend the District Convention that immediately precedes my term of office as Trustee.
3. Shall attend all training conferences scheduled for Trustees prior to my term of office as Trustee.

**As Trustee**, I understand that I shall be responsible to:

1. Attend and be prepared for all meetings of the Board of Trustees during my term of office as Trustee.
2. Attend a Division Council Meeting in each Division within my Region not less often than quarterly.
3. Complete and file in a timely manner all reports as are required by the District.
4. Organize and preside over an annual Regional Training Conference which shall also be the location of the Governor's Official Visit. The date for this Conference must be cleared with the Governor.
5. Attend the Annual Mid-Year Conferences, District Conventions, and International Conventions during my term of office.
6. Organize and preside over a Regional Election Conference for the purpose of electing my successor as Trustee, not later than the third week in March prior to the expiration of my term.

**Agreement:** I understand and agree that:

1. I shall not sign any contract or other document that obligates the District, Region, Division(s), or any Kiwanis Club without first having obtained the advance approval of the appropriate Board of Trustees of the District, a majority of the Club Board of Directors within each Division in the Region, or the Division in question, as the case may be, or the Board of Directors of said Kiwanis Club(s), respectively.
2. I am personally liable for any contract or other document that is signed by me without first obtaining the advance approval of the District, Region, Division(s), or Club(s), as the case may be.

**Acknowledgment:** I hereby acknowledge receipt of a copy of the District Policy Manual and District Bylaws and agree to review such Policies and Bylaws prior to the commencement of my term as Trustee and to conform to such Policies and Bylaws in the performance of my duties as Trustee.

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Region: \_\_\_\_\_ Club: \_\_\_\_\_ Date: \_\_\_\_\_

**Return this form with original signature to the District Office,  
550 Fesler St., Suite G-3, El Cajon, CA 92020 by May 31, 2008**