



Club Officer Agreement and Release Statement

Directions

Club officers are essential to the continued success and growth of both their clubs and the organization. A Toastmaster's journey is greatly impacted by the officers of their club(s). To help ensure a consistent experience for all Toastmasters, we ask that all club officers review, agree to, and sign 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. In addition, I reaffirm my understanding and agreement to the following points below, that are listed on the Membership Application, which all members agree to abide by. Including but not limited to:

- ▶ I agree to abide by the principles contained in "A Toastmaster's Promise."
- ▶ I take personal responsibility for my conduct, individually and as a member of a Toastmasters club.
- ▶ I will refrain from any form of discrimination, harassment, bullying, derogatory, illegal, or unethical conduct, and I understand that if I engage in such conduct, 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, officers, employees, agents, 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 also agree to the following:

- ▶ 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 be responsible with club funds and comply with the Toastmasters International governing documents regarding club funds and the local jurisdictions.
- ▶ 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 profit financially.
- ▶ I agree to receive all communications from Toastmasters International World Headquarters related to being a club member or club officer.

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.

Full Name

Member Number

Officer Position

Club Name Club Number

Signature Date (MM/DD/YYYY)