**CLUB AND COMMITTEE DETAILS**

Capturing the details of a sporting club's committee members on a register is crucial for maintaining clear communication, accountability, and transparency within the organization. A detailed register ensures that roles and responsibilities are clearly defined, enabling smooth decision-making and operational efficiency. It also aids in compliance with governance standards and can be vital for official correspondence, legal matters, and member engagement. Furthermore, having an up-to-date record allows the club to manage transitions effectively when committee members change, ensuring continuity and the safeguarding of institutional knowledge.

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| Club President / Chairperson: |
| Full Name: |  | Date of Birth: |  |
| Address and Postcode: |  | Phone Number: |  |
| Email Address: |  |
| Date of Appointment to Role |  | Term of Service: |  |
| Emergency Contact Information: |
| Name: |  | Relationship: |  | Contact Number: |  |
| Relevant Experience: |
| Signature: |  | Date: |  |

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| Vice President: |
| Full Name: |  | Date of Birth: |  |
| Address and Postcode: |  | Phone Number: |  |
| Email Address: |  |
| Date of Appointment to Role |  | Term of Service: |  |
| Emergency Contact Information: |
| Name: |  | Relationship: |  | Contact Number: |  |
| Relevant Experience: |
| Signature: |  | Date: |  |

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| Secretary: |
| Full Name: |  | Date of Birth: |  |
| Address and Postcode: |  | Phone Number: |  |
| Email Address: |  |
| Date of Appointment to Role |  | Term of Service: |  |
| Emergency Contact Information: |
| Name: |  | Relationship: |  | Contact Number: |  |
| Relevant Experience: |
| Signature: |  | Date: |  |

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| Treasurer: |
| Full Name: |  | Date of Birth: |  |
| Address and Postcode: |  | Phone Number: |  |
| Email Address: |  |
| Date of Appointment to Role |  | Term of Service: |  |
| Emergency Contact Information: |
| Name: |  | Relationship: |  | Contact Number: |  |
| Relevant Experience: |
| Signature: |  | Date: |  |

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| Registrar: |
| Full Name: |  | Date of Birth: |  |
| Address and Postcode: |  | Phone Number: |  |
| Email Address: |  |
| Date of Appointment to Role |  | Term of Service: |  |
| Emergency Contact Information: |
| Name: |  | Relationship: |  | Contact Number: |  |
| Relevant Experience: |
| Signature: |  | Date: |  |

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| Fundraising / Sponsorship Coordinator: |
| Full Name: |  | Date of Birth: |  |
| Address and Postcode: |  | Phone Number: |  |
| Email Address: |  |
| Date of Appointment to Role |  | Term of Service: |  |
| Emergency Contact Information: |
| Name: |  | Relationship: |  | Contact Number: |  |
| Relevant Experience: |
| Signature: |  | Date: |  |

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| General Committee Member: |
| Full Name: |  | Date of Birth: |  |
| Address and Postcode: |  | Phone Number: |  |
| Email Address: |  |
| Date of Appointment to Role |  | Term of Service: |  |
| Emergency Contact Information: |
| Name: |  | Relationship: |  | Contact Number: |  |
| Relevant Experience: |
| Signature: |  | Date: |  |

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| General Committee Member: |
| Full Name: |  | Date of Birth: |  |
| Address and Postcode: |  | Phone Number: |  |
| Email Address: |  |
| Date of Appointment to Role |  | Term of Service: |  |
| Emergency Contact Information: |
| Name: |  | Relationship: |  | Contact Number: |  |
| Relevant Experience: |
| Signature: |  | Date: |  |

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| General Committee Member: |
| Full Name: |  | Date of Birth: |  |
| Address and Postcode: |  | Phone Number: |  |
| Email Address: |  |
| Date of Appointment to Role |  | Term of Service: |  |
| Emergency Contact Information: |
| Name: |  | Relationship: |  | Contact Number: |  |
| Relevant Experience: |
| Signature: |  | Date: |  |