

*Indiana District of Circle K*

*2016-2017*

*Distinguished Club Member Award*

*--- Official Document of the Indiana District of Circle K International ---*

**Guidelines for the Distinguished Club Member Award**

(Please read carefully and follow)

1. Fill out the report in its entirety.
2. Reports received no later than **March 5, 2017**.
3. If your club believes extenuating circumstances exist that have unfairly prevented you from fulfilling any of the criteria contained within this report, please submit your concerns, in written form, to your division’s Lieutenant Governor (or to a district board representative) no later than March 5, 2017. Your comments must specifically address each individual item about which you have a concern and specific reasons for your concern. All concerns will be brought to the attention of the District Board prior to final contest judging and award recommendations.
4. If any falsities or misrepresentations are discovered within this report by the contest judges, district officers, or other individuals, the entire report will be disqualified.
5. Only one member from each club may be nominated for this award. This member must have been in the club for at least one year (as of March 1, 2017).
6. One letter or essay must be submitted on this member’s behalf describing why this club member is distinguished. The letter or essay must be typed, double-spaced, and not exceed one page.
7. The letter or essay shall be judged by a committee selected by the Indiana Circle K District Administrator in consultation with the Indiana Circle K District Governor. The determination of the award will be based partially on the objective portion of the application process along with the essay.
8. The nominated club member must be an official, dues-paying member of Circle K International and the Indiana District.
9. Upon completion of the report, the applicant may score the report according to the scoring directions shown in the right hand column of each page. Place the total score in the appropriate box at the end of the report.
10. In order to be eligible for the Distinguished Club Member Award, your club must be considered “In good standing” by both Circle K International and the Indiana District.

**DISTINGUISHED CLUB MEMBER AWARD APPLICATION FORM**

(PLEASE TYPE)

**Nomination for Click here to enter text. Circle K Club of Click here to enter text.**

# A. CLUB MEETING AND EVENT ATTENDANCE

## CLUB MEETINGS

1A. How many regular club meetings were held beginning April 1, 2016 \_\_\_\_ (A)

up to the submission of this form?

b. How many meetings did the club member attend? \_\_\_\_ (B)

##### CLUB SERVICE PROJECTS,

2. How many service hours did the club member complete since \_\_\_\_

April 1, 2016, as reported to the club secretary?

##### CLUB EVENT ATTENDANCE

3A. How many interclub events has the club participated in during \_\_\_\_ (A)

the current year to date?

b. How many interclubs did the club member attend? \_\_\_\_ (B)

4. How many social events has the club held during the current \_\_\_\_ (A)

year to date?

a. How many social events did the club member attend? \_\_\_\_ (B)

###### B. DISTRICT AND INTERNATIONAL EVENTS

## DISTRICT EVENTS

1. Did the club member attend 2016 Indiana District DCON?  YES  NO
2. Did the club member attend the 2016 Indiana District

Fall Kick Off?  YES  NO

1. Did the club member attend the 2016 Indiana District

Membership Development and Education Conference?  YES  NO

1. Did the club member attend their Divisional Rally?  YES  NO
2. Did the club member attend 2017 Kiwanis

Family Love Day?

*INTERNATIONAL EVENTS*

1. Did the club member attend the 2016 Circle K International  YES  NO

Convention?

###### C. OPTIONAL ESSAY/LETTER

An optional essay or letter may be submitted on the club member’s behalf which will only be used in the case when there is a tie between two or more nominees.