

# Nomination Form for Treasurer

*Rosemont Soccer Club*

*Term is January 1, 2023 until December 31, 2023*

## 1. Criteria for Eligibility:

- a) Willingness to promote Rosemont Soccer Club and to adhere to our mission statement.

## 2. Position Description:

- a) The treasurer shall keep account of all assets, liabilities, disbursements and receipts of the Club.
- b) Deposits all monies and issues all checks.
- c) Shall deliver a monthly financial statement to the board.
- d) Prepares annual budget.
- e) Fulfills Federal, State and local requirements related to non-profit statues and operations.
- f) Shall disburse funds as ordered by the board, such disbursements must include the signature of the treasurer or manager on behalf of the Club.
- g) Shall provide the ledgers for inspection at the request of any executive board officer.
- h) Performs other duties as from time to time, which may be prescribed by the board.
- i) The office of treasurer may be combined with that of the secretary at the discretion of the board.

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Name of Nominee: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_ City/State: \_\_\_\_\_

Email: \_\_\_\_\_

Divisions / Years in league \_\_\_\_\_

**Please fill out the form, save it to your computer and Email it to  
[Secretary@rosemontsoccer.org](mailto:Secretary@rosemontsoccer.org)**

**\*\*Nomination Deadline: Must be received by December 1, 2022 by 8:00pm\*\***