

**GIRL GUIDES ASSOCIATION (NEW SOUTH WALES)
ANNUAL DISTRICT MANAGEMENT REPORT**



This form is to be completed on both sides by the District Leader immediately following the District Annual General Meeting and returned to Guide House **before the 31st May**.

A copy of this form **must** be sent to the Region Leader.
Please only use block letters.

Options for managing the District – refer to resource “How to Manage the Guide District”

There are two models that can be used to manage the District. Please indicate below which model is used in your District: -

- District Team and a separate Support Group or
 District Support Team

The District Team and Support Group is the option that should be used wherever possible because it allows for a separate group of parents and friends to focus on the support of a District. The Support Group can provide both physical and financial support to the Leaders. This is the preferred model, which best supports a healthy District.

District _____
Region _____

Date of Annual General Meeting held this year _____

Meeting Details of Support Group

Frequency of meeting _____ Day _____ Time _____
Location _____

Bank Details

Bank _____ Branch _____ Account No. _____
Bank Account as at 31 December \$ _____
Building Fund as at 31 December \$ _____
Other assets (do not include buildings or equipment) \$ _____
TOTAL \$ _____
Auditor's name _____ Date audit completed _____

PLEASE COMPLETE REVERSE SIDE OF FORM →

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2.

Office Bearers

<p>Chair:</p> <p>Address:</p>	<p>Home phone:</p> <p>Mobile:</p> <p>Email:</p>
<p>Vice Chair:</p> <p>Address:</p>	<p>Home phone:</p> <p>Mobile:</p> <p>Email:</p>
<p>Secretary:</p> <p>Address:</p>	<p>Home phone:</p> <p>Mobile:</p> <p>Email:</p>
<p>Treasurer:</p> <p>Address:</p>	<p>Home phone:</p> <p>Mobile:</p> <p>Email:</p>

Please nominate the recipient of *The Waratah* (non-uniformed). NB: This needs to be a person not the group itself.

<p>Name _____</p> <p>Address _____</p> <p>_____ Post Code _____</p>

Name _____

Signed _____ M/S No. _____ Date _____

District/Division or Region Leader

This form **must** be signed by the District Leader.
If there is no District Leader then the Division **or** Region Leader **must** sign.