

TREASURER TRAINING
2018 - 2019
Financial Management Training
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This training opportunity is perfect for both new and experienced Unit & District Treasurers...

You have a choice of 2 dates in the Fall...

Tuesday, October 9

TIME 7pm to 9:30pm

WHERE - @ Carol's Home (our Area Treasurer)

1188 Ronayne Road, North Van (Lynn Valley)

Home phone – 604 984-6233

**Register by October 2*

Or...

Saturday, October 27

UNIT TREASURERS 1:00 pm to 3:30 pm

DISTRICT TREASURERS 3:30 pm to 5:30 pm

Location – Highlands United Church, Edgemont Blvd, North Van

Further details (room #, parking, what to wear and what to bring) will be provided 10 days before the training date

**Register by October 16*

We will cover everything you need to know to be confident in your 'Treasurer' position including...

- your role (*Unit &/or District*)
- review of financial record keeping basics
- the importance of budgets!
- GST posting on camping fees & events
- tips and tricks to keep track of cookies and get paid on time
- how to record, report & claim GST rebates
- Children's Art tax credit
- how to deal with the banks
- how clear and concise communication skills can get you what you want

Please register by the deadline to ensure your space at this valuable training!

DISTRICT TREASURERS

Please bring your current 'District Financial Procedures'...

Please let us know if you are a Unit Treasurer or a District Treasurer...?