



# LIONS AREA TREASURER TRAINING FINANCIAL MANAGEMENT TRAINING 2019 - 2020

**Session 1 - Sunday, September 22<sup>nd</sup> at 1:30pm at Guide House**

**\*\*Register by September 18**

**Session 2 – Saturday, October 26<sup>th</sup> at 1:30pm at Guide House**

**\*\*Register by October 22**

This training opportunity is perfect for both new and experienced Unit and District Treasurers

We will cover everything you need to know to be confident in your highly valued 'Treasurer' position:

- Your role – Unit and/or District Treasurer
- Review of financial record keeping basics
- The importance of budgets!
- GST posting on camping fees and events
- Tips and tricks to keep track of cookies and get paid on time
- How to record, report and claim GST rebates
- How to deal with financial institutions: Banks and/or Credit Unions
- How - and why clear and concise communication skills will get you what you want and need

Please register by the deadline to ensure a seat place at this valuable training table! Also let us know whether you are a District of Unit Treasurer.

**DISTRICT TREASURERS** - please bring your current 'District Financial Procedures'.