### President

## (\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)

## VP Education

### (\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)

### VP Membership

## (\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)

## VP Public Relations

(\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)

### Secretary

### (\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)

### Treasurer

### (\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)

### Sergeant-At-Arms

(\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)

We meet   
Every \_\_\_\_\_\_\_\_\_\_\_\_\_\_

From \_\_\_\_\_ to \_\_\_\_\_

Local Events –

District 5 Website

[www.d5tm.org](http://www.d5tm.org)

**Toastmasters International**

[www.toastmasters.org](http://www.toastmasters.org)

**We provide a supportive   
and positive learning experience in which members are empowered to develop communication and leadership skills, resulting in greater   
self-confidence and   
personal growth.**

# Club Name/Number Date / Time

**12:00 Calls Meeting to Order** Club President

Welcome. Introduce Toastmasters Representatives

**12:05 Toastmaster Introduces the** (\_\_\_\_\_\_\_) Ah-Counter (\_\_\_\_\_\_\_)

Grammarian (WOD: ***\_\_\_\_\_\_\_\_***) (\_\_\_\_\_\_\_)

Timer (\_\_\_\_\_\_\_)

**12:10 Toastmaster Introduces Table Topics Master** (\_\_\_\_\_\_\_)

0:30 - 0:45 – 1:00, use *word of the day* in your answer!

**12:15 Toastmaster Introduces Speaker** (\_\_\_\_\_\_\_)

Speaker 1 (\_\_\_\_\_\_\_)

Speaker 2 (\_\_\_\_\_\_\_)

Speaker 3 (\_\_\_\_\_\_\_)

**12:40 Evaluation** (\_\_\_\_\_\_\_)

Toastmasters Introduces Evaluator

Evaluator 1 (\_\_\_\_\_\_\_)

Evaluator 2 (\_\_\_\_\_\_\_)

Evaluator 3 (\_\_\_\_\_\_\_)

Toastmaster calls for reports:

Timer

Ah-Counter

Grammarian

**12:50 Closing Remarks and Meeting Adjourns**

(Sponsor) Name: Email

(Mentor) Name: Email

(Area Director) Name: Email