

WEST CHESTER ROTARY
Make-Up Meeting Reporting Form

From: _____
(Committee/event chair/reporter or individual Rotarian)

The following Rotarian(s) met on _____ and engaged in Rotary service or participated in a Rotary sponsored meeting/activity. Please credit each with one make-up.

Rotary service/activity/meeting: _____

Rotarian(s): _____

Notes:

1. Make-up guidelines are included in the Rotary Club of West Chester Annual Report 2003-2004.
2. Questions concerning the applicability of the service/event/activity will be referred by the Assistant Secretary to the Club Service Avenue Chair, and if necessary to the Attendance Committee.
3. E-mail reporting is preferred. If e-mail is not practical, the form may be reproduced from the Annual Report, or a copy obtained from the Sergeant-at-Arms.