



YEAR END ITEMS

- **Membership & Dues:** Finalize member lists by June 30, 2026, to ensure the July 1 Rotary International invoice is accurate.
- **Rotary Citation:** All achievement goals must be reported in Rotary Club Central by June 30, 2026
- **Grant Reporting:** Submit final reports for District Club Grants to the District Grant Committee by May 31, 2026



- **Financials:** Work with your treasurer to close out the year's books, conduct reviews, and prepare for tax returns.
- **District Awards:** Submissions for the District Governors Award for Excellence and the District Club Awards are due July 30, 2026.
- **Club Officers:** Make sure that all Club officers for the following year are entered into Rotary Club Central and the Club's website.



- Hold your final Club Assembly, suggestions: list project completions (with pictures), impact on community, and any outstanding items (PP year items?)
- Recognize those that helped you through the year.
- Sign up to attend the District Installation Event.