

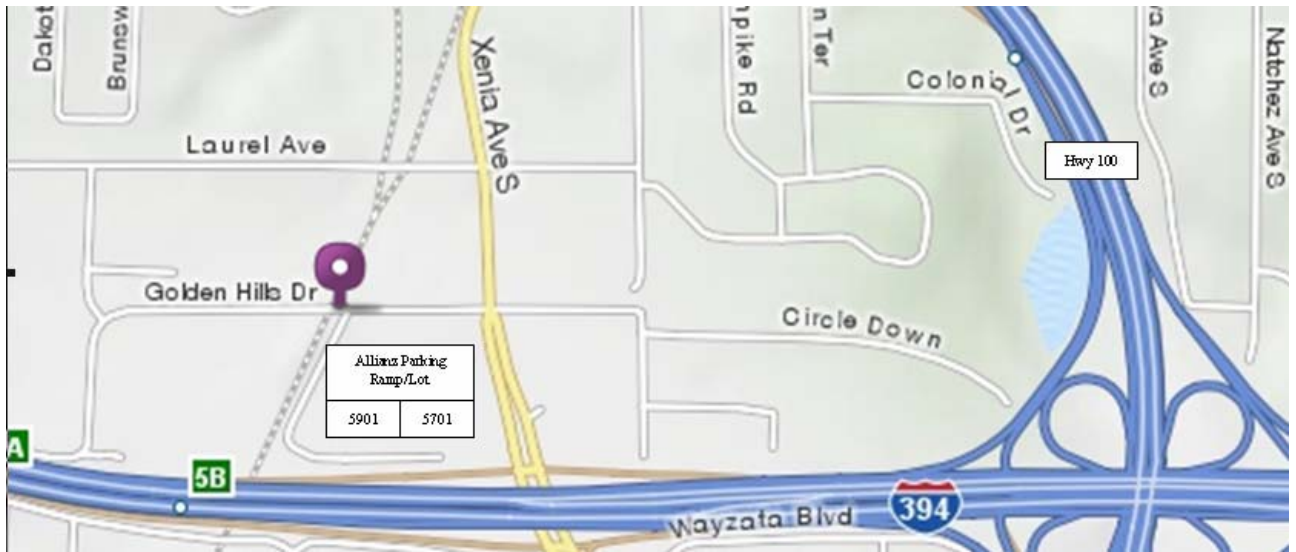
Toastmasters Club Officer Training

All Toastmasters club officers are invited to this lunch hour club officer training session. This will count towards your club's Distinguished Club Plan.

Date: Wednesday, January 25, 2012

Time: Noon to 1:00 pm

Place: Allianz Life
5901 Golden Hills Drive
Golden Valley, MN 55416
Room L2-109



Allianz is located on the North-West corner of 394 & Xenia/Park Place. Xenia/Park Place is between Highways 169 and 100. There are two Allianz buildings attached to each other. Please go to the 5901 building.

Contact Information:

Kristine Campbell

Office Phone: 763-765-7821

Cell Phone: 612-481-0970

Email: Kristine.Campbell@allianzlife.com

****Please RSVP with the following information so I can have a visitor badges pre-printed for you.****

- Your Name
- Your club name and club number (if known)
- Your club officer position (if you hold more than one office, please tell me all of the offices you hold so you can get credit for them all at once)
- Your email address
- Your phone number

Logistics for people coming from outside of Allianz:

Please arrive early if you plan to buy a lunch at Allianz, so we can be sure to get started with the training on time at noon. There are many options in the cafe at Allianz, such as a stir fry bar, salad bar, grill and a main dish of the day. Bring cash or a check to purchase your lunch, because credit cards are not accepted. You can also choose to bring your own lunch or not have lunch during this training session.

You can park for free either in the visitor parking lot between the parking ramp and the railroad tracks off of Golden Hills Drive, or in the Allianz parking ramp itself. To enter the parking ramp, drive up to any of the ramp gates, press the button to call security & ask them to let you in because you're there for a Toastmasters meeting. They will open the gate for you. Once you have parked, walk into the 5901 building. (There's another Allianz building also connected to the ramp, so be sure to follow the signs for 5901.)

When you walk to the door of the actual Allianz building to enter the lobby, you might need to press the button to call security to let you in again, if the door isn't open. Someone will be in the lobby helping you get your visitor badge and directing you where to go from there. The cafeteria is on the first floor near the lobby. The meeting room is on the 2nd floor in the link that overlooks the courtyard (between the two Allianz buildings).

I will create a sign-in sheet, pre-filled with the information you provide when you RSVP. When you arrive at the meeting room, please fill in any missing information on the sign-in sheet and sign your name. That is how you and your club will get credit for your attendance. If you are unable to RSVP, you can still feel free to attend this training session.