



RETIREMENT TRUST
FOUNDATION

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Form BD-R
Rev.11/11

November 2011

Application for Appointment to Retirement Trust Foundation Committee

Please Type

Part I Directory Information

Name _____ CPS CAP

Member ID No. _____ Year joined IAAP _____

Address _____

City/State/Province _____ Zip/PC _____ Country _____

Employer/Company Name _____

Tel (H) _____ (B) _____

Fax _____ E-Mail _____

Chapter _____ ID No. _____

Division _____ District _____

Part II IAAP Experience

List past international and division activities by date in chronological descending order (use reverse to give complete information):

Year	Level	Office or Committee (chairman/member)

Part III

Why are you interested in serving on this committee?

Part IV Consent to Serve

I am willing to serve if appointed and to spend the time required to perform necessary duties to the best of my ability. I understand that I am not to accept any other major IAAP responsibilities (including serving in any elected position) during my service at the International level. All committee members are expected to sign and adhere to the following document: Confidentiality Agreement and Conflict of Interest Statement. Also, if for any reason I am unable to participate actively in the assigned work, I understand that I shall be expected to resign.

Signature of Applicant _____ Date _____

Distribution: E-mail the entire application no later than 4:00 p.m. CST February 1, 2012 to the Retirement Trust Foundation Chairman Kelly Reggio, CAP (reggio@chartermi.net) and copy Governance Coordinator (governancecoordinator@iaap-hq.org)

**Functions/Responsibilities of International Groups
Requiring Annual Appointments**

**Appointments Effective at Close of
International Education Forum and Annual Meeting**

Retirement Trust Foundation Committee is composed of six members, one from each district, appointed by the RTF Board of Trustees. This committee is directed by the Retirement Trust Foundation international trustees to promote fund-raising activities, projects and contributions to the RTF to support its mission statement to provide assistance for housing to administrative professionals age 55 and older, who are in need.