



The WI Advisers invite you to a

# Treasurers' Workshop

Taking the fear out of the role!

**Evelyn Suffield House, NR1 3LY**

**Tuesday 26<sup>th</sup> March**

**10.30am-12.30pm & 1.30pm-3.30pm**

**Topics will include:**



- The job of the Treasurer
- WI finance in general
- Dealing with "Petty Cash"

And most of all ....Helpful hints to make it easier

**If you have any specific questions, please list overleaf**

Allocation date 4<sup>th</sup> March 2024

✕.....

**Treasurers' Workshop**

Tuesday 26<sup>th</sup> March 2024

WI

Name. \_\_\_\_\_

Address \_\_\_\_\_

Post code \_\_\_\_\_ Tel no \_\_\_\_\_

Email \_\_\_\_\_

Monday 6<sup>th</sup> March     AM     PM     Both    or     Either Time

Please email Helen at [admin@norfolkwi.org.uk](mailto:admin@norfolkwi.org.uk) to book or complete the application form and return to the office, Evelyn Suffield House, 45 All Saints Green, Norwich NR1 3LY

FOR OFFICE USE ONLY    **Please do not staple cheques to this form**

Date Tickets sent \_\_\_\_\_ By Post     By Email

---

Treasures Workshop Tuesday 26<sup>th</sup> March 2024

WI

Name(s)

Questions :-