

REPORTS – RESPONSIBILITY OF HOST

December	Budget Report to District Leader and Headquarters
January	Oral Competition Judge Information to Headquarters
January	Poster Competition Judge Information to Headquarters
January	GSTC Competition Judge Information to Headquarters
On Going	Information regarding any donations received (Company, Contact Name, Address, Amount or Service/Item Provided)
12 Noon Close of Registration	List of all attendees by Unit/Position (All Students by Schools) (All Student Section Advisors) (All Guest/Spouses)
10 Days after Conference	Final Financial Report to District Leader and Headquarters