



AGREEMENT FOR CLASS REPRESENTATIVES

I have read the description of the role of a Class Representative and want to volunteer to serve in this role. I understand that the Alumni Relations Office selects the volunteers and administers the program.

I graduated in _____ with a _____ degree in _____
Year BA,BS,MA,MBA Major

I currently reside in _____
City Country

I understand and accept the importance of the following items and agree to follow them:

- ❖ Assistance with the process obtaining news about alumni and their work.
- ❖ Regular liaison with the Alumni Relations Office in London.
- ❖ Assist E-newsletter Editor to gather Class Notes
- ❖ Assistance to Alumni Leadership Committees where appropriate.
- ❖ An agreed minimum period of time of three years to carry out this role with the possibility of renewing the term twice.
- ❖ Three months notice to be given by the alumnus/a or Richmond prior to termination of the role.
- ❖ Support to develop networking locally and/or among Richmond alumni.

The signature below represents my agreement with the description and expectations of Richmond's Class Representatives.

Signature _____ Date _____

Please return to the Alumni Relations Office
by fax to +44 (0) 207 368 8470 or
by e-mail to Deirdre.simpson@richmond.ac.uk
by mail to Alumni Relations Office, Asa Briggs Hall, 7-17 Ansdell Street, London w8
5BN

For any questions or concerns, the telephone number of the Alumni Relations Office is
+44 (0) 207 368 8468.