



Regional Officer Duties



Regional Tamiochus (Treasurer)

Regional Tamiochus (Treasurer): This officer shall:

1. Receive, keep records of, and deposits all funds received from the Regional Grammateus within 72 hours of receipt in the name of the Southeastern Region, Sigma Gamma Rho Sorority, Inc.
2. Pay all bills upon receipt of vouchers from the Regional Grammateus countersigned by two of the following officers: Syntaktes, Grammateus, or Tamiochus
3. Prepare the regional budget for approval at the Regional Conference
4. Submit a financial report at the Regional Conference
5. Send a complete report of income, expenses, and balances in the regional treasury to the Grand Grammateus at the close of the Regional Conference.
6. Annually complete with the approval of the regional executive board, file Form 990 with the Internal Revenue Service in the local district, send a copy to Sigma Gamma Rho Sorority, Inc. National Headquarters, and retain a copy for the region's files.
7. Assist the Regional Grammateus