

CLUB OPERATIONS

Monthly Membership Report

The Monthly Membership Report (MMR), is used by every Lions club to report monthly information regarding membership changes. The report is submitted to International Headquarters either by mail, fax or online through a membership site on the association's Web site. A password is required to use the membership site on the Web site. Requests for passwords or questions can be directed to wmmr@lionsclubs.org or passwords@lionsclubs.org.

The paper report has three identical sheets; the first one to be mailed to the International Headquarters, the second to the district, and the third to be kept in the club's own file.

The paper version of the Monthly Membership Report must be received at International Headquarters by the 20th of the current month.

The electronic version of the Monthly Membership Report (WMMR) must be filed by 12:00am Central Standard Time, by the last day of the current month. A chart of the dates that a report can be filed is shown below:

<u>Month</u>	<u>MMR Reporting</u>	<u>WMMR Reporting</u>
July	July 1 – July 20	July 1 – July 31
August	August 1 – August 20	August 1 – August 31
September	Sept 1 – Sept 20	Sept 1 – Sept 30
October	Oct 1 – Oct 20	Oct 1 – Oct 31
November	Nov 1 – Nov 20	Nov 1 – Nov 30
December	Dec 1 – Dec 20	Dec 1 – Dec 31
January	Jan 1 – Jan 20	Jan 1 – Jan 31
February	Feb 1 – Feb 20	Feb 1 – Feb 28
March	March 1 – March 20	March 1 – March 31
April	April 1 – April 20	April 1 – April 30
May	May 1 – May 20	May 1 – May 31
June	June 1 – June 20	June 1 – June 30

As a club makes changes to their membership online, these changes occur automatically. Changes can continue to be made during this time as often as they wish. The report is cut off on the last day of each month, and no further changes can be made for that month. They must be included in the next month's report.

PLEASE NOTE: A club cannot file future reports month(s) ahead. If a month's report is missed, the transaction should be included in the next month's paper submission or entered into WMMR.

Both the paper and electronic Monthly Membership Report must be submitted each month even when there are no changes in membership. Full membership lists are not required monthly, but one complete list should be furnished once a year to ensure agreement of club and international records.

It is important that the district governor distributes copies of the membership report to various district officers as needed. The clubs in the district submit only one copy each to the governor for distribution within the district.

Clubs can submit various other forms electronically. For more details, please contact the Information Technology Division at International Headquarters at it@lionsclubs.org or review Chapter 5 in this manual.

Monthly/Yearly Club Activity Report

In a few simple steps, Lions club secretaries can report their club's activities online directly through the association's Web site:

- Log onto the association's Web site: www.lionsclubs.org.
- Click on title, *Submit Membership and Activity Reports*.
- Enter a member number and password to complete the report.

The online site:

- Allows a secretary to report activities monthly or as needed.
- Automatically tabulates each club's information in a year-end summary and eliminates the need to submit a separate year-end report.
- Provides space for supplemental information about club activities. (English Only)
- Allow governors, vice governors and cabinet secretary/treasurers to view all club reports in the district.

The online report has replaced the earlier paper report form. Secretaries should use the online report *to ensure inclusion of their club's accomplishments* in the year-end summary that is published after July 15, the cutoff date for activity information from the previous Lions year.

For more information, contact programs@lionsclubs.org or call International Headquarters at extension 6924.

Club Accounts

Each month you will receive a recap of accounts for the clubs in your district. This report summarizes the monies owed to Lions Clubs International by the clubs in your district. If the amounts in the 60, 90, and 120-day categories are substantial, contact the clubs to determine why payments have not been made.

Each month, club treasurers receive an itemized statement of charges and credits, if transactions have occurred. This statement should be reviewed by the club treasurer for accuracy and retained as the club's permanent record. The club treasurer should also make certain the account balance is paid promptly.

If the statement cannot be located, an itemized statement will be furnished by the Accounts Receivable Department upon request. The e-mail address is accountsreceivable@lionsclubs.org.

If a club payment does not appear on the monthly statement, the club should send proof of payment, which is a copy of the front and back of a check, copy of the bank deposit slip or copy of the wire transfer receipt to the Accounts Receivable Department at International Headquarters and request credit be issued to the club's account. If the club has made a payment by check and the check has not cleared the club bank account, the club may wish to stop payment on it and send a replacement check. In the event both checks are credited, refund will be made upon request.

The club number and complete club names are the most important pieces of information to include with a club payment. The top of the club account statement, which contains the club identification number, should accompany all payments, duplicate deposit slips and related correspondence. If you, as governor, makes one payment for several clubs in the district, a list of the clubs, the clubs' identification numbers and amount paid for each club should be included in any correspondence.

Past Due Club Account Notice

Each month you will receive a recap of accounts, which details the accounts for all clubs in the district. Use the recap as a tool to remind all clubs that per capita billing and club supplies should be paid timely and regularly. United States balances over 60 days old are considered past due. Balances for all other countries over 90 days old are considered past due. Please contact Accounts Receivable Department at accountsreceivable@lionsclubs.org for assistance in this regard.

Payment is expected within the established terms for all district and club account balances. **Effective July 1, 2007, a club which has an unpaid balance in excess of US\$20 per member or US\$1,000 per club, whichever is less, outstanding past 150 days will be suspended including the charter, rights, privileges, and obligations of the Lions club for a period not to exceed 90 days.**

Any club that has been approved for a payment plan by the Finance Division will not be suspended. In the event the club does not reach good standing within the 90-day suspension period their charter would be automatically canceled.

The district governor may be contacted and asked to consider options for resolving outstanding balances for clubs that are exhibiting a poor payment trend. His/Her interaction with the clubs may prove to have a greater influence to achieve a current

status. The district governor may also contact the Credit Coordinator at International Headquarters for assistance to protect the clubs from suspension and/or cancellation.

Various programs can be reviewed and discussed to ensure clubs achieve and maintain healthy balances. You may e-mail the Membership Billing Department at membershipbilling@lionsclubs.org for assistance.

The club accounts and balances will appear on the district governor's monthly recap of account report. This report should be reviewed carefully and clubs carrying past due balances should be contacted.

Club Rebuilding Program

The Club Rebuilding Program provides assistance and guidance to improve the operations of a club in the district, which has 15 or less members, or loses more than 25% of the members over two years and before it is necessary to place the club in status quo. This program is an annual program.

The objective of the Club Rebuilding Program is to improve the quality and operations of the club enabling it to become a well functioning entity by developing:

- Well-planned and organized meetings to be held regularly with good programming and a well-organized board of directors and committees.
- A good membership growth and development program with prompt inductions.
- A major service activity and a major fundraising project with community involvement and contributions.
- Good public relation programs both within the club and in the community.
- An agenda for the attendance and participation at zone, region, district, multiple district and international meetings.

Steps to be taken for the implementation of the Club Rebuilding Program:

- The district governor, or the coordinating Lion if the club is undistricted, is responsible for the implementation of the program.
- The district governor or the coordinating Lion shall appoint an experienced and dedicated Lion to assist the club. The Lion will be referred to as a rebuilding Lion.
- The district governor or the coordinating Lion shall send the name of the Lions club and the rebuilding Lion to the English Language Department on the official appointment form (DA-602).

- The rebuilding Lion cannot be a member of the Lions club being helped.
- It's the district governor's or the coordinating Lion's responsibility to appoint a Rebuilding Lion, if a replacement is necessary. The district governor or the coordinating Lion shall use the same procedure of appointment.

Responsibilities of the Rebuilding Lion is to:

- Attend all meetings and functions of the club as often as deemed necessary while the club is in the Club Rebuilding Program.
- Submit a progress report to the district governor as requested by the governor with a copy to the English Language Department.
- Consult the governor, region chairperson, zone chairperson and sponsoring club for guidance and help to implement the program and to carry out the necessary steps to restore the health of the club.

At the end of the fiscal year, the current district governor shall submit a written report to the English Language Department. If the club is operating as a strong and active Lions club again, the governor shall recommend that the Rebuilding Lion Award be issued to the rebuilding Lion.

The award will be sent to the rebuilding Lion. Only one award may be granted per club.

Status Quo Clubs

Status quo clubs temporarily lose their charter, obligations and privileges of a Lions club. There are two kinds of status quo: regular status quo and protective status quo.

Clubs may be in regular status quo a maximum of 90 days. At the end of the 90 days the club is to be either returned to active status or recommended for cancellation.

Reasons for Placing Lions Clubs in Status Quo

Regular status quo:

- Failure to comply with the objectives of the association or conduct unbecoming of a Lions club;
- Failure to fulfill any other obligations of a chartered club, such as failure to submit Monthly Membership Reports for six or more consecutive months, or failure to hold regular club meetings;
- Verification of non-existing club;
- Disbanding;
- Club merger.

Protective status quo:

- War, political unrest, natural disasters, and other special circumstances, which prevent a Lions club from functioning properly.

Status Quo Clubs Can or Cannot Do the Following

A regular status quo club can:

- Hold meetings only to discuss the future of the club and ways to reactivate;
- Report its status to the district governor;
- Make payments to clear the existing outstanding account balance;
- Recruit new members for reactivation;
- Elect club officers at the time of reactivation.

A regular status quo club cannot:

- Conduct service activities;
- Conduct fund raising activities;
- Participate in district functions or seminars;
- Participate in any voting procedures outside the club;
- Endorse or nominate a candidate for district, multiple district or international office;
- Submit the Monthly Membership Report;
- Add new members;
- Sponsor new clubs, including Leo clubs.

A protective status quo club shall be allowed to function normally.

Recommending Status Quo for a Club

You, as district governor, recommend such action by submitting your request and reasons on the Status Quo Recommendation form (DA-971). This document is included on the CD-ROM with the District Governor Manual and may also be downloaded from the association's Web site. Submit the form to:

Lions Clubs International
English Language Department
300 W. 22nd Street
Oak Brook, Illinois 60523-8842, USA
Fax: 630-706-9273
E-mail: englishlanguage@lionsclubs.org

The governor's recommendation to place a club in status quo must be received by December 31 of each year, co-signed by the vice district governor and zone chairperson.

Pertinent facts are checked by the association.

You, as district governor, are notified of the association's decision.

NOTE: The placement of a sponsoring Lions club on status quo also affects the standing of any Leo club. For further information contact Youth Programs Department, Lions Clubs International at leo@lionsclubs.org.

Assistance for Status Quo Clubs

Every effort should be made to assist a status quo club immediately after it is placed in status quo. The purpose of the 90-day status quo period is to give the club and district an opportunity to strengthen and reorganize the club.

This task begins with you, the governor. As soon as you receive notice from the association that a club has been placed in status quo:

- Plan the reorganization of the status quo club.
- Involve the zone chairperson in the reactivation of status quo clubs.
- Keep Lions Clubs International advised of the progress being made. A Status Quo Club Monthly Report form (DA-972) is to be attached to your expense claim. This report is included on the CD-ROM with the District Governor Manual and may be downloaded from the association's Web site.
- Secure printed material from International Headquarters that will be helpful to the club.
- Contact the Finance Division to negotiate the term of payment of the club's outstanding account balance, if any.
- Discuss with the zone chairperson the persons to be appointed to a club reactivation committee to assist in reorganizing the club.
- Consider placing some of the following people on the committee: district officers, members of the sponsoring club, members of another Lions club in the area and the zone chairperson.

The Club Reactivation Committee

This committee is the primary group of individuals providing guidance and support to a status quo club as it reorganizes itself. The committee should do the following:

1. Contact the club's officers and/or members interested in maintaining the club and set a date for a meeting. Invite people in the community who are interested in becoming members of the club to attend the meeting. At this meeting:

- a. Explain why a Lions club should continue operation in the community.
 - b. Review the purposes of the association and the responsibilities of each member in a Lions club.
 - c. Mention the satisfaction gained through service.
 - d. Explain that new friendships will grow as a result of membership in the club.
 - e. Outline service projects done by Lions clubs throughout the world.
 - f. Describe the history of the club and some of its recent service projects.
 - g. Discuss the club's outstanding debts, if any, as well as how the club can pay its debts.
 - h. Discuss, if it is necessary, to change the club's meeting place and time.
 - i. Discuss, if it is necessary, to change the time and place of the club's monthly board meeting.
 - j. Discuss membership dues at the club, district, multiple district and international levels.
 - k. Discuss any other items of specific importance that need a decision at this time.
 - l. Conduct an election of officers or determine when officers will be elected.
 - m. Determine the next meeting of this committee.
 - n. At the first board of directors meeting, be sure that the club president reviews the duties of the officers and committee chairpersons with the new officers and committee chairpersons.
2. The reactivation committee chairperson shall keep the district governor informed of the progress of the club's reorganization.

Reactivation of a Status Quo Club

In order for a status quo club to regain active status, the club must:

- Complete a reactivation report including:
 - List of members and addresses, with names of sponsors for new members
 - List of names and addresses for the club president, secretary and treasurer

- Pay entire outstanding club account balance and submit a copy of payment receipt to the English Language Department, or establish a payment plan with the Finance Division at headquarters.
- Pay to the association the entrance fee of US\$25 for each new member.
- Have a minimum of 10 members.

The district governor sends the completed Club Reactivation Report form (DA-970) to the English Language Department at International Headquarters. This report is included on the CD-ROM with the District Governor Manual and is also available on the association's Web site.

The club reactivation report is to be co-signed by the vice district governor and zone chairperson.

Service Award

A Service Award is given to one individual who is recommended by the district governor for having furnished the most assistance in the reactivation of a status quo Lions club. This award is issued upon the request of the district governor or international director of the area, provided the club is functioning in a satisfactory manner six months following the date of reactivation and provided that the governor or international director states that it is a good active Lions club.

Only one award is given for each reactivated club. The district governor is not eligible to receive it.

The service award must be requested within nine months following the date on which the club is reactivated.

Financial Suspension of Clubs

A Lions club can be suspended automatically if it has an outstanding balance of more than US\$1,000 or US\$20 per member, whichever is less, over 150 days old. A suspended club can be reactivated within 90 days by paying the outstanding balance in full, or committing to a payment plan and making monthly installment payments. If not, the charter of the club can be canceled automatically after the suspension period of 90 days. Suspended clubs can hold meetings to discuss the future of the club and to identify actions to take to regain an active status, as well as make payments to clear the existing outstanding balance, or request a payment plan. However, the clubs cannot be involved in the following activities:

- a. Conducting service activities and fund raising activities.
- b. Participating in district functions and seminars.
- c. Endorsing or nominate a candidate for district, multiple district and international office.
- d. Submitting the Monthly Membership Report.
- e. Sponsoring new clubs, including Leo and Lioness clubs.

Each month the association notifies all district governors of which clubs in the district are in suspension, were released from suspension or cancelled. The district governor and other district officers can avoid unnecessary charter cancellations by assisting suspended clubs either to pay the outstanding balance or negotiate a payment plan with the Finance Division at International Headquarters.

Quite often, non-payment is not totally due to lack of funds. There are times when club officers are ill or out of town on business, and failure to make payments on time occur. Also, complicated international banking systems can delay payments. No matter what the reasons may be, it is the responsibility of each Lions Club to pay its per capita dues on time.

Charter Cancellation

Club charters may be cancelled for the following reasons:

1. Members of the club vote to disband. When this decision is made, the club is to notify the district governor. The district governor shall advise the English Language Department of the club's request for cancellation along with a proof of payment for any outstanding account balance the club owed the association.
2. A status quo club is not reactivated within 90 days.
3. **A suspended club fails to pay its outstanding account balance within 90 days, or establish a payment plan.** Any club that has past due balances in excess of US\$20 per member or US\$1,000 per club whichever is less; outstanding past 150 days will be automatically suspended effective July 1, 2007.

Club Boundaries

The boundaries of the club shall be the boundaries of the municipality or equivalent government subdivision in which the club is located.

Club Mergers and Name Changes

Two or more Lions clubs may wish to merge into one. In this case, the district governor should submit the Merger Request form (DA-979), which provides guidelines to follow, to the English Language Department. This form is included on the CD-ROM with the District Governor Manual.

A Club Name Change Request form (DA-980) is available from the New Clubs and Marketing Department but not the association's Web site.

Single Club Transfers

A club may transfer from one district to an adjacent district, and the boundaries can be changed accordingly without having to follow formal redistricting procedures, provided that such a transfer does not substantially change the existing district boundaries.

A club transfer will be considered when the following information is submitted to the English Language Department:

- A copy of the minutes of the club meeting at which the majority of the members approved the transfer.
- The written approval of each of the current governors of the respective districts.
- A copy of the minutes of the cabinet meetings, indicating the approval of the respective district cabinets.
- A map showing the exact present and new location of the club and the new boundaries of each district.

A single club transfer will become effective immediately, upon approval.

Send single club transfer requests to:

Lions Clubs International
English Language Department
300 W. 22nd Street
Oak Brook, Illinois 60523-8842, USA
Fax: 630-706-9273
E-mail: englishlanguage@lionsclubs.org

Club Bank Accounts

A Lions club must maintain at least one bank account to handle its financial transactions such as depositing dues and other funds, or making necessary club payments.

Disbursement from such funds shall be in strict compliance with the Standard Form Lions Club Constitution and By-Laws.

Monthly Club Account Statements

The monthly club account statement includes billings for ordered club supplies, membership dues, miscellaneous charges as well as club payments.

Club Supplies

- Club supplies that were sent are listed on the club account statement and include a description of the items and the cost.
- Returned items or corrections in billing are listed with a "CR" after the amount.

Membership Dues

Membership dues are annual and billed twice a year. They are based on the club membership reports entered as of June 28 and December 28.

New member dues begin the first of the month in which the person becomes a member. The total amount billed for a new member will appear on the monthly club statement along with the member's name, number and join dates. The total amount includes:

- Entrance fee established by International Board of Directors;
- Prorated dues in accordance with months remaining in billing period;
- Convention fund;
- THE LION Magazine fee.

Family Membership

The Family Membership Dues rate began on January 1, 2007. The first family member are required to pay the full international dues with up to four more qualifying family members eligible to pay one-half of the international dues.

Who qualifies for the Family Dues Structure?

For the purpose of the Family Dues Structure, "family" includes all members in and/or joining the same club living in the same household related by birth, marriage and other legal means, including such common family relations as parents, children, spouses, aunts/uncles, cousins, grandparents and in-laws of spouses.

How does the Family Dues Structure work?

The first family member, either being a current or newly inducted member, shall pay full annual dues (US\$39) and any applicable entrance fee. Up to four more subsequent qualifying family members over the age of majority in the same household shall pay one-half of the standard annual dues (US\$19.50) and no association entrance fees for the new family members. For newly chartered clubs, the first family member shall pay the full charter fee (US\$30) and full annual dues. Subsequent qualifying members shall pay one-half the annual dues (US\$19.50) and no additional charter fees.

- In order to receive the benefit of no entrance fees, 2nd, 3rd, 4th, and 5th new family members must be certified as part of a family unit when being entered into the WMMR. (For clubs that file by paper, a completed Family Unit Certification Form must be included with the MMR that lists the new member.)
- Lions Clubs International will not issue credits for family member entrance fees.
- Club secretaries filing paper MMRs and Family Unit Certification Forms must submit a separate completed form for each family unit.
- The Family Unit Certification Forms are to be submitted with the Monthly Membership Report (MMR).
- Once a family unit is certified, recertification is only necessary when there is a change of address or membership status.

Below is a chart that outlines the yearly dues and fees for family members.

	Existing Lion		New Lion		Charter Lions	
	HH***	2 nd , 3 rd , 4 th , 5 th	HH***	2 nd , 3 rd , 4 th , 5 th	HH***	2 nd , 3 rd , 4 th , 5 th
Yearly Dues	US\$39.00	US\$19.50*	US\$39.00	US\$19.50**	US\$39.00	US\$19.50
Entrance Fee	Previously Paid	Previously Paid	US\$25.00	\$0.00	US\$30.00	\$0.00
Transfer Fee	\$0.00	\$0.00	\$0.00	\$0.00	US\$20.00	\$0.00

* Once certified will receive the reduced dues on the next bi-annual billing

** Must be certified in a family unit when entered as a new member and will receive the pro-rate dues immediately

*** Head of Household/1st member

FILING BY MAIL – MMR: As new family members are added to a club’s roster, a corresponding Family Unit Certification Form must be submitted along with the Monthly Membership Report (MMR) on which the new member is being added and reported to Lions Clubs International. Lions Clubs International will not issue credits to clubs that submit the Family Unit Certification Form after the new member has been added; In these cases the family unit billing rate would take effect with the next per capita billing cycle.

FILING ONLINE – WMMR: The easiest method for club secretaries to certify family units is to use the online Family Unit Certification Form that is part of the WMMR site. The program provides easy to use instructions and drop down menus for many of the data

fields. Club secretaries when certifying a family unit, will provide name, address, date of birth, gender and relationship to the first family/head of household member. The program requests that all data field be filled before accepting the certification.

A printable version of the form is also available on the association's Web site www.lionsclubs.org. By typing the word "family" into the association's Web site search engine, you may access the latest family information. For questions regarding the family dues rate contact memberprog@lionsclubs.org and for questions related to certifying family members on-line please contact wmmr@lionsclubs.org.

Student Member and Leo Conversion Program

The Student Member and Leo Conversion Program began July 1, 2007. Students, former Leos and qualifying young adults receive a special dues concession and Campus clubs also receive an extended billing adjustment period.

Who qualifies for the Student Member Dues Rate?

The eligibility definition of "student" is as follows: A student is an individual enrolled in an educational institution and between the age of legal majority in the jurisdiction in which they reside and through the age of 30. Student members are required to provide documentation verifying school enrollment and age.

What are the Student Member Program Components?

- **Active Membership:** Qualifying students are Active Members and entitled to all rights and privileges, including full voting rights, and subject to all obligations which membership in a Lions club confers or implies.
- **Student Member Dues Rate:** Students receive a special student dues concession, paying only one-half international dues of US\$19.50 and are exempt of any entrance fees. It is further recommended that districts and multiple districts consider exempting or lowering their dues for student members as deemed appropriate.
- **Extended Campus Lions Club Billing Adjustment Period:** Campus Lions clubs with student members have through April 15 for the January per capita billing and through October 15 for the July per capita billing to amend the club roster to accommodate the typical school schedule.

Who qualifies for the Leo Conversion Dues Rate?

1. Former Leos

Current and former Leos between the age of legal majority in the jurisdiction in which they reside and through the age of 30. Current and former Leos are required to provide documentation verifying age and Leo participation.

2. Qualifying Young Adults

Leos also have the opportunity to charter a new Lions club and recruit their peers. Young adults between the age of legal majority in jurisdiction in which they reside and through the age of 30 also qualify as long as at least 10 new club charter members meet the qualifications above as a former Leo. Qualifying young adults are required to provide documentation verifying age.

What are Leo Conversion Program Components?

- **Active Membership:** Individuals who qualify as a former Leo or a young adult they recruit are Active Members and entitled to all rights and privileges, including full voting rights, and subject to all obligations which membership in a Lions club confers or implies.
- **Leo Conversion Dues Rate:** Current and former Leos and qualifying young adults receive a special dues concession, paying only one-half international dues of US\$19.50 and are exempt of any entrance fees.

Does the reduced dues rate apply to traditional clubs?

All students and former Leos involved in traditional clubs are eligible to receive the Student Member and Leo Conversion Dues Rate. Young adults only qualify when they join a club chartered by 10 or more former Leos.

How does the program benefit traditional clubs?

The Student and Leo Conversion Member Program give every Lions club the opportunity to include and welcome these valuable young leaders. When students and young adults join Lions, they bring new energy, inspire fresh ideas for service and provide increased support for local and international projects. This program encourages clubs to expand their membership, recruit young leaders and involve them in relevant projects.

How To Certify Qualifying Members:

Club secretaries must complete the Student Member and Leo Conversion Certification when reporting qualifying new members using the Web Monthly Membership Report (WMMR) or submit the printable Student Member and Leo Conversion Certification Form along with the Monthly Membership Report (MMR). Once a qualifying member is certified, re-certification is only necessary when there is a change of membership status. The certification of students corresponds with the semi-annual per capita billing cutoff dates of November 30 and May 31.

Filing by paper: Submit the printable Student Member and Leo Conversion Certification Form with the Monthly Membership Report (MMR) in which the qualifying member is being reported. Download the form for complete instructions.

Filing Online WMMR: The club secretary must select “Student,” “Leo Lion” or “Young Adult” from the membership type and complete the online Student Member and Leo Conversion Certification to verify student information when adding a new student member to the club roster.

A printable version of the Student Member and Leo Conversion Certification Form is available on the association’s Web site **www.lionsclubs.org**. By typing the word “student” or “Leo conversion” into the association’s Web site search engine, you may access the latest Student Member and Leo Conversion information. For questions regarding the Student Member and Leo Conversion Dues Rate, contact **student@lionsclubs.org** or **leoconversion@lionsclubs.org**. With questions related to certifying qualifying members online, please contact **wmmr@lionsclubs.org**.

Reinstated or Transfer Member

Any former Lion who drops membership and later applies for reinstatement or transfer is considered a new member if his/her membership drops more than six months previous, and the club will be billed accordingly.

Dropped Members

Full credit is given only when dropped members are reported during June and December of the respective semi-annual periods provided the Monthly Membership Reports reach headquarters by July 31 and January 31 of respective semi-annual periods. Credit for dropped members is not issued any other months of the year.

The names and member numbers of the dropped members and credit amount issued will appear on the monthly club account statement.

Confirmation of Membership Changes

The confirmation of membership changes will be shown on the monthly club statement provided there is a debit or credit issued along with the name and member number of the individual.

Charter Members

Clubs are billed for charter members from the first of the month following the date on which the members were reported. The billing is on a prorated basis for months remaining in current per capita period.