



Club Merger Request Form District _____

The completed form must be mailed to the Lions Clubs International, English Language Department, 300 W. 22nd Street, Oak Brook, Illinois 60523-8842, USA, or e-mailed to englishlanguage@lionsclubs.org
Please check appropriate boxes and return all required documents.

Name of Lions club(s) to be cancelled and club number(s): _____

Name of remaining Lions club and club number: _____

Name change request: Yes No Club name _____

New charter request: Yes No A new charter will be provided and remaining club charged US\$25

The club remaining after the merger is to forward the following:

- 1) A copy of the merger resolution adopted by each club that is part of this merger.
- 2) A copy of the district cabinet resolution approving the merger.
- 3) A copy of the Monthly Membership Report Form from remaining club listing the members from the club(s) being cancelled as transfer members.
- 4) Have all outstanding obligations to the association, multiple district and district or sub-district been paid?
- 5) Has the charter of the club(s) to be cancelled been turned over to the district governor to return to the international office?
- 6) Would you like to order a Certificate of Merger at the cost of US\$25? (No shipping is charged; your club will be billed) Yes No

REMAINING CLUB OFFICER SIGNATURES

Date	Club President	Member Number
Date	Club Secretary	Member Number
Date	District Governor	Member Number

PROCEDURES FOR THE MERGER OF TWO OR MORE LIONS CLUBS

For the merger of two or more Lions clubs to occur, the following procedures are to be completed:

1. The clubs considering a merger are to conduct a joint meeting to decide the following matters:
 - a. Which of the club(s) are to be cancelled.
 - b. Whether the name of the remaining club will be revised, and if so, determine an appropriate name. The revised name is to be approved by the district cabinet.
 - c. Whether the boundaries of the remaining club will be altered, and if so, determine the suggested boundaries. Any suggested boundaries are to be approved by the district cabinet.
 - d. Whether the officers and committees of the remaining club will complete the term of office, or new officers will be elected after approval of the merger. If an election is to be conducted, set the location, date and time for the election and forward the results to the district governor and international office.
 - e. Adopt a resolution selecting the location, date and time for the board and general meetings of the remaining club after the merger is completed. Request for a continuation of a charter date for one of the clubs or recognition of the date the club merger is approved.
2. The general membership of each club considering a merger must adopt a resolution in support of the merger.
3. The club(s) agreeing to be cancelled must also complete the following additional phases prior to the merger:
 - a. Pay all outstanding obligations.
 - b. Transfer any funds remaining in the administration and activities accounts to the appropriate accounts maintained by the remaining club.
 - c. Dispose of all club property in an appropriate manner.
 - d. File its closing Monthly Membership Report with the international office listing the members transferring to the remaining club.
 - e. Turn its charter over to the district governor, who mails it to the English Language Department.
4. The club remaining after the merger is to forward the following documents and materials to the English Language Department, at the international office:
 - a. Merger Request Form.
 - b. A copy of the merger resolution adopted by each club.
 - c. A copy of the district cabinet resolution approving the merger.
 - d. A Monthly Membership Report listing transfer members from the merged club(s).
5. The merged club may receive a certificate of merger upon request.