

**Year 2009-2010 District 22-D
Club Administrative Contest Reporting Form**

Club Name _____

Secretary _____

Month _____

ONLY MARK THE ITEM IN THE MONTH COMPLETED

| Activity | | Must complete as indicated for Award | Date |
|--|-----------------|---|------|
| Membership | Required | Membership Report (postmarked or electronic filling BEFORE LAST DAY of each month) | |
| | | Net Membership Increase by 1 (from 3/31/09 to 3/31/10 includes <u>all</u> actions) | |
| | | Membership Chair Report to Club - Monthly | |
| | Need One | Membership Increased by 5% Based on March 31st Reports | |
| | | New Membership Key Awarded | |
| | | Sponsor a New Lions, Branch, Leo, or New Century Club | |
| Communication | Required | Lions Information Read at Meeting (once per month) | |
| | | Bulletin, Newsletter or Minutes to Cabinet (DG, VDGs , CS, RC, ZC, BE) (once per month) | |
| | | District Chairperson Used as Club Meeting Program (3 per year) | |
| | | Monthly Service Activities Report to Cabinet Secretary (every month) (REQUIRED TO RECEIVE ANY AWARDS) | |
| | | Annual Activities Report to International and DG (filed by July 15 th) | |
| | | PU-101 Form and PU-101A Form (filed by April 30th) | |
| | Need One | Publicity of Lions Activities – Attach Article(s), TV/Radio – Time & Date (3 per year) | |
| | | Maintain Club Website | |
| Visitation | Required | Completed all in Club's ZONE plus other clubs within District 22D for a total of 18 visitations (from 4/1/09 to 3/31/10) | |
| | Optional | Visitations Completed in All Clubs in District (from 4/1/09 to 3/31/10) See Roster Book for details (Lions Contest and Awards Program 2009-2010 – VI. Visitations) | |
| Dues | Required | International Dues (paid on time – 7/21/2009 and 1/21/2010) | |
| | | District 22-D Dues (paid within 30 days of billing date) | |
| | | Tax Form 990 (filed by November 15th) | |
| Leadership | Required | Attendance at least 3 Zone Meetings – (3 members or more includes 3 officers) | |
| | | Attendance at Leadership Training School – May 7, 2009 (same number as for visitation) | |
| | Need One | Attendance at a District Leadership Seminars (same number as for visitation) | |
| | | Attendance at Camp Merrick (1 member or more) | |
| | | Attendance at MD Leadership Institute (1 member or more) | |
| | | Attendance at USA/Canada Forum (1 member or more) | |
| Completion of Roaring Lions Classes (1 member or more) | | | |
| Attendance | Required | Attendance at President/Secretary/Treasurer Dinner (Pres., Sect., & Treas., or Reps) | |
| | | Hold a Club Retreat for Active Club Members | |
| | Must Complete 6 | Attendance at District Governor's Ball (same number as for visitation) | |
| | | Attendance at Multiple District Convention (same number as for visitation) | |
| | | Attendance at Eye Bank Program (same number as for visitation) | |
| | | Attendance at Leader Dog Program (same number as for visitation) | |
| | | Attendance at Banner Transfer (same number as for visitation) | |
| | | Attendance at Mid-Winter Social (same number as for visitation) | |
| | | Participation in District Bowling (same number as for visitation) | |
| | | Attendance in Delaware Lions Foundation Breakfast (same number as for visitation) | |
| | | Attendance at International Convention (1 member or more) | |
| Attendance at LCIF, Melvin Jones Breakfast (same number as for visitation) | | | |

E-mail or mail copy of this report to Cabinet Secretary, Zone Chairperson, Region Chairperson.

REMINDER: Membership form is to be e-mailed or mailed to LCI, the Cabinet Secretary, & Membership Chairperson. Retain a copy for your records.
Contest Dates: April 1, 2009 through March 31, 2010

NOTE: Non-Lion spouses **do not** count as participants in the contest.