URGENT! T	'HIS IS	YOUR	2025-2026	LIONS	CLUBS	OFFICER	REPORTING	FORM
 Reporting newly elected club officers is extremely important to ensure that the new officers receive the information and material they will need in preparation for the coming year. Please only use this form if the new Lion Portal is not available. The deadline to update new officers is May 31. 								n
• Changes in club officers during the fiscal year should be entered in the new Lion Portal or sent to International Headquarters.								
CLUB NO.:	NAME OF CLUB:				c	OUNTRY:		
* Member numbers are found on the Semi-Annual Membership Dues Invoice.								
# Provide updated home address information in the local mailing format. Lions mail will be sent to the home address unless SEND MAIL TO CLUB ADDRESS is checked below.								
CLUB MAILING ADDRESS:								

PRESIDENT: NAME (Last, First)	*MEMBER NUMBER:	PREFE NUMBE	RRED CONTAC	CT PHONE
Addr Line 1				
Addr Line 2		cell	home	business
E-MAIL ADDRESS:	SPOUSE/ADULT COMPANION NAME:		Seria	ome address ub address
FIRST CLUB VICE PRESIDENT: NAME (Last, First)	*MEMBER NUMBER:	PREF	ERRED CONTA	ACT PHONE
Addr Line 1				
Addr Line 2		cell	home	business
E-MAIL ADDRESS:	SPOUSE/ADULT COMPANION NAME:		Seriu	ome address ub address
SECOND CLUB VICE PRESIDENT: NAME (Last, First)	*MEMBER NUMBER:	PREFE NUMBI	RRED CONTAG	CT PHONE
Addr Line 1				
Addr Line 2		cell	home	business
E-MAIL ADDRESS:	SPOUSE/ADULT COMPANION NAME:	•		ome address ub address
SECRETARY: NAME (Last, First)	*MEMBER NUMBER:	PREFE NUMBE	RRED CONTAG	CT PHONE
Addr Line 1				
Addr Line 2		cell	home	business
E-MAIL ADDRESS:	SPOUSE/ADULT COMPANION NAME:		senu	ome address ub address
TREASURER: NAME (Last, First)	*MEMBER NUMBER:	PREFE NUMBE	RRED CONTAG	CT PHONE
Addr Line 1				
Addr Line 2		cell	home	business
E-MAIL ADDRESS:	SPOUSE/ADULT COMPANION NAME:		00.14	ome address ub address
MEMBERSHIP CHAIRPERSON: NAME (Last, First)	*MEMBER NUMBER:	PREFE NUMBE	RRED CONTAG	CT PHONE
Addr Line 1				
Addr Line 2		cell	home	business
E-MAIL ADDRESS:	SPOUSE/ADULT COMPANION NAME:		mail to:	me address ub address

CLUB LCIF COORDINATOR: NAME (Last, First)		*MEMBER NUMBER:	PREFE NUMBE		ITACT PHONE
Addr		·	ĺ		
Line 1					
Addr			cell	home	business
Line 2				nomo	baomooo
E-MAIL	SPOUSE/ADULT			send	home address
ADDRESS:	COMPANION NAME:			mail to:	club address
CLUB SERVICE CHAIRPERSON:		*MEMBER NUMBER:			ITACT PHONE
NAME (Last, First)		NUMBER.	NUMBE	:K	
Addr Line 1					
Addr Line 2			cell	home	business
E-MAIL	SPOUSE/ADULT			send	home address
ADDRESS:	COMPANION NAME:			mail to:	club address
CLUB MARKETING COMMUNICATIONS CHAIRPERSON: NAME (Last, First)		*MEMBER NUMBER:	PREFE NUMBE		ITACT PHONE
CHAIRPERSON: NAME (Last, First) Addr			NUMBE	R	ITACT PHONE
CHAIRPERSON: NAME (Last, First) Addr Line 1					
CHAIRPERSON: NAME (Last, First) Addr Line 1 Addr Line 2			NUMBE	R	ITACT PHONE
CHAIRPERSON: NAME (Last, First) Addr Line 1 Addr	SPOUSE/ADULT COMPANION NAME:		NUMBE	home	NTACT PHONE
CHAIRPERSON: NAME (Last, First) Addr Line 1 Addr Line 2 E-MAIL ADDRESS:	SPOUSE/ADULT	NUMBER:	cell	R home send mail to:	ITACT PHONE business home address club address
CHAIRPERSON: NAME (Last, First) Addr Line 1 Addr Line 2 E-MAIL	SPOUSE/ADULT		cell	home send mail to:	ITACT PHONE business home address
CHAIRPERSON: NAME (Last, First) Addr Line 1 Addr Line 2 E-MAIL ADDRESS: CLUB ADMINISTRATOR:	SPOUSE/ADULT	NUMBER:	Cell	home send mail to:	ITACT PHONE business home address club address
CHAIRPERSON: NAME (Last, First) Addr Line 1 Addr Line 2 E-MAIL ADDRESS: CLUB ADMINISTRATOR: NAME (Last, First) Addr Line 1	SPOUSE/ADULT	NUMBER:	Cell	home send mail to:	ITACT PHONE business home address club address
CHAIRPERSON: NAME (Last, First) Addr Line 1 Addr Line 2 E-MAIL ADDRESS: CLUB ADMINISTRATOR: NAME (Last, First) Addr	SPOUSE/ADULT	NUMBER:	NUMBE cell	home send mail to: RRED CON R	ITACT PHONE business home address club address ITACT PHONE
CHAIRPERSON: NAME (Last, First) Addr Line 1 Addr Line 2 E-MAIL ADDRESS: CLUB ADMINISTRATOR: NAME (Last, First) Addr Line 1 Addr Line 2	SPOUSE/ADULT	NUMBER:	Cell	home send mail to:	ITACT PHONE business home address club address
CHAIRPERSON: NAME (Last, First) Addr Line 1 Addr Line 2 E-MAIL ADDRESS: CLUB ADMINISTRATOR: NAME (Last, First) Addr Line 1 Addr	SPOUSE/ADULT	NUMBER:	NUMBE cell PREFEI NUMBE	home send mail to: RRED CON R	ITACT PHONE business home address club address ITACT PHONE

CLUB MEETING INFORMATION

If there are changes in your meeting information, indicate the changes below or enter via the new Lion Portal >> My Club >> Club Details.

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
EACH WEEK							
1ST WEEK							
2ND WEEK							
3RD WEEK							
4TH WEEK							
ALTERNATE WEEKS							
HOUR							

Street Address:	
City:	

If club website address has changed:

	-	
Club Website URL:		

SUBMISSION INSTRUCTIONS

A) This form can be submitted by the current club president or secretary

As the current (select one) Club President Club Secretary

I certify that the above information is correct.

My Name:

My Member Number:

Electronic Signature:

Complete and submit this form to **MemberServiceCenter@lionsclubs.org** with "PU101" in the subject line. Your primary email address will serve as your electronic signature. Once the submission is received, please allow 7-10 business days for processing.

OR

Written Signature:

The person who submits this information should print this form, sign below and fax to 630-571-1687 or mail to:

Lions Clubs International Member Service Center 300 West 22nd Street Oak Brook, IL 60523-8842 USA

Signature:

Please remember that the new Lion Portal is the preferred and fastest method for updating club officers. To access the new Lion Portal website, please go to https://www.lionsclubs.org/en