Transferring Lions – Policies & Procedures

Here are items to consider when your club has been approached to transfer a Lion in from another club:

1. Any prospective transfer must be a paid up member in good standing with the club in which they are transferring from. A member wanting to transfer, should verify with their secretary that they are paid up. If the prospective transfer does have debts due to their club, they must be cleared up before a transfer can be made. A prospective member should be able to provide their membership # for records to be transferred.

2. A request of a transfer is to be taken to a Board of Directors Meeting of your club and proper procedures followed , i.e., consideration of good fit, motion, second, acceptance/or denial. Consult **The International Association of Lions Club CONSTITUTION AND BY-LAWS – STANDARD CLUB – latest edition is September 29th, 2021** if your club does not have their own constitution.

3. The secretary of your club would then add the member on MyLCI once membership has been accepted and recorded in the minutes. There are fields to be entered for the transfer member.

MyLCI

Login to mylci.lionsclubs.org
1) Click "My Lions Clubs" and choose "Members"
2) Click the "Add Member" pull-down menu and select "Transfer Member"
3) Add Transferring Member screen:
   a. Enter the member number or the first few characters of the first name, last name, and the club number of the club the member is transferring from.
   b. Click the "Search" button
   c. Once you have identified the member you want to transfer click the "Add Member" button.
4) Returning Member screen:
   a. Enter the effective date, member type, and year of birth
   b. Click the "Add Button"
If the member has not already been dropped, MyLCI will notify the former club and the member. The transfer will be complete within 30 days.

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4. Membership dues vary largely, club to club. It is up to the transferring member and the 'sponsor' of the incoming club to discuss club dues & expectations prior to completing transfer.