



APPLICATION FOR 100% SECRETARY'S AWARD



20__ - 20__

CLUB: _____ DISTRICT: _____ DATE: _____

SECRETARY'S NAME: _____

ADDRESS: _____ CITY: _____ ZIP: _____

THE FOLLOWING MUST BE FULFILLED:

1. The Secretary must have attended at least two (2) Zone Advisory Meetings in person and must have been represented at all other such meetings held in the zone.
2. Attendance at one (1) District Cabinet meeting.
3. Attendance at District 4-C I Convention.
4. The Monthly Membership Report (MMR) promptly reported at the end of each month in time to reach the District Governor or District Cabinet Secretary by the 5th of the following month. (Should be mailed by the first of each month.)
5. Activities of the Club are carefully reported (type, man-hours, monies spent, etc.) as well as fundraising projects (type, man-hours, monies spent, etc.)
6. Full information relative to new members, including sponsor's name, and full information regarding members dropped.
7. Attendance figures properly calculated and reported.
8. Semi-Annual billings from Lions International and MD-4 promptly paid.
9. PU-101 must be filed by April 30th.
10. 100% perfect attendance for that year.

The period covered by the above requirements will be July through June of the current year, and as reported on the MMRs.

Approved by Region or Zone Chairman

Signature of Club President

Date: _____

Date: _____