



100% Secretary's Award Application

Club Name

Date

For Lions and Lioness'

Secretary's Name

District 1-D

Requirements: Please confirm completion by checking the boxes and supplying requested information

1 Submit club Membership and Activity reports by 10th of following month to all designated persons per rules

2 **Attend two Zone meetings in person and representation at all other zone meetings**

		Attended	Representation
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
1st Zone meeting location	Date		
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
2nd Zone meeting location	Date		
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
3rd Zone meeting location	Date		
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional Zone meetings	Date		

3 Submit the International PU-101 report by May 15 to the International Office and Governor Elect

4 Submit applications for any 100% awards to Zone Chairperson with two weeks of the end of the fiscal year

5 Communicate all International, State, District and club correspondence to your club in a timely manner

6 **YOU must complete 3 of the following:**

- All reports required by the District Governor or International office to be filed in a timely manner
- Personally sponsor one new member to be inducted prior to June 30, 2010
- Attend district training for Secretaries
- Attend a convention of your district or state
- Attend District Golf or Awards events

Club Secretary

Date

Your 100% award application must be submitted by your Club Secretary to your Zone Chairperson not later than two weeks after the completion of your year as Secretary. The 1st VDG and ZC will determine eligibility based on the application and information received from the monthly reports submitted.

Club President

Date

Zone Chairman

Date

1st Vice District Governor

Date

District Governor

Date