



## Leo Club Termination Form

The Lions Clubs International Board of Directors has adopted procedural guidelines on page two for the termination of Leo clubs to ensure that every effort is made to resolve the problems leading to termination. This form must be completed by the Lion president and Lion secretary of the current fiscal year. **Please note that forms without signatures cannot be accepted.**

Name of Leo club to be terminated: \_\_\_\_\_

Reason for termination: \_\_\_\_\_

\_\_\_\_\_

Name of sponsoring Lions club: \_\_\_\_\_

Lions club ID number: \_\_\_\_\_ Country: \_\_\_\_\_

Name of current Lions club president: \_\_\_\_\_

Name of current Lions club secretary: \_\_\_\_\_

1. Did the Leo club vote to disband?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. Did a simple majority of the sponsoring Lions club's membership vote to cancel the Leo club?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3. Is the Leo club being terminated by mutual agreement of the Leo club and the sponsoring Lions club?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4. Is the sponsoring Lions club terminating the Leo club without the agreement of the Leo club?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5. If the answer to question 4 is 'yes', were the procedural guidelines on the reverse side of this form followed? <b>*Disregard if Leo club is inactive</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
6. Have district officers (including the district and/or multiple district Leo chairperson, if any) been consulted to help resolve the problems leading to termination?	<input type="checkbox"/> Yes <input type="checkbox"/> No
7. In the event of loss of sponsor, has the Leo club explored the possibility of a new sponsoring Lions club?	<input type="checkbox"/> Yes <input type="checkbox"/> No

*By signing below, I hereby attest that the Leo club termination procedures outlined on the back of this form have been followed and that I am aware of the decision to cancel the Leo club named above.*

Signature of current Lions club president: \_\_\_\_\_

Signature of current Lions club secretary: \_\_\_\_\_

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**SUBMIT COMPLETED FORM TO:**  
Leo Club Program Department | Lions Clubs International  
300 W. 22<sup>nd</sup> Street, Oak Brook, IL 60523-8842 USA  
Phone: 630-571-5466 | Fax: 630-571-1692 | E-mail: [leo@lionsclubs.org](mailto:leo@lionsclubs.org)

**LEO CLUB TERMINATION POLICIES  
FROM CHAPTER XXII  
LCI BOARD POLICY MANUAL**

**LEO CLUB TERMINATION PROCEDURE**

To officially cancel a Leo club, a sponsoring Lions club shall follow these procedures:

1. In instances where a sponsoring Lions club is considering cancelling its Leo club, the matter shall be brought before the Lions club's membership at a regular meeting. If a simple majority of the members in good standing vote to terminate sponsorship of the Leo club, the Lions club shall submit a Leo Club Termination Form to the Leo Club Program Department at International Headquarters. After receipt of the termination form, the international office shall then process cancellation of the Leo club.
2. A minimum of 30 days prior to the sponsoring Lions club vote to determine if its sponsored Leo club will be cancelled, the district governor shall be informed by an officer of the sponsoring Lions club in writing of the club's intent to cancel the Leo club.
3. A Leo club shall be terminated:
  - a. Upon determination of its membership, or
  - b. By withdrawal of sponsorship by its sponsoring Lions club, or
  - c. By withdrawal of recognition by Lions Clubs International, with or without the consent, approval or concurrence of the sponsoring Lions club, for failure to function in accordance with its constitution or for other cause.

**PROCEDURAL GUIDELINES FOR REVIEWING LEO CLUB CONTINUATION**

When a Lions club wishes to cancel its Leo club without the agreement of the Leo club members, the Lions club shall give the Leo club ninety (90) days' notice along with a written report listing reasons for cancellation. A copy of this report shall be sent to the following officers:

- a. Leo club advisor
- b. District Leo club chairperson
- c. Multiple district Leo club chairperson (if any)
- d. Leo district president or associate district Leo club chairperson (if any)
- e. Leo multiple district president (if any)
- f. District governor

The sponsoring Lions club's board of directors shall allow the above-named officers an opportunity to become acquainted with the situation and to consult with them. The district cabinet, when reviewing the question, shall give the Leo district president, the associate district Leo club chairperson, or the Leo multiple district president, if any, the opportunity to be heard or to present written submissions.

If problems cannot be resolved through the intervention of district officers within the ninety-day period, the matter shall be brought before the Lions club's membership at a regular meeting. If two-thirds of the members in good standing vote to terminate sponsorship of the Leo club, the Lions club shall submit the Leo Club Termination Form (Leo-86) to the international office, with copies to the above-named officers, as applicable. After receipt of the report, the international office shall then process cancellation of the Leo club.

**LEO LEVY CREDIT**

Credit for a terminated Leo club shall be given only if a signed Leo Club Termination Form from the sponsoring Lions club, addressed to the Leo Club Program Department at International Headquarters, is received by **October 31**. Credit shall be given only for the current fiscal year.