



# Leo Club Organization Report

Submit this form to organize a new Leo club. Forms that are not filled out completely or correctly may be delayed and, in some cases, the Leo club may not be created. **All information must be completed. Please type and ensure this form is completed with all required signatures.** Note: Creating a new Leo club can take 4 to 6 weeks from the time the application has been received. Do not plan an installation ceremony date until the Leo club has been officially created and you have been notified.

- The Leo Club Program is for youth ages 12-30. A Leo club must be designated as either an Alpha club (12-18-year-olds) or an Omega club (18-30-year-olds) and may not include members of both age brackets.
- Youth who are under the legal age of majority must complete the Alpha Application for Leo Club Membership Form (Leo50-A) indicating parental/guardian consent of their participation in the Leo club. Young adults who are over the legal age of majority should complete the Omega Application for Leo Club Membership Form (Leo50-O). Completed forms should be kept on file by the sponsoring Lions club and NOT submitted with this report.
- The sponsoring Lions club must select a member of their club to serve as the Leo club advisor. Leo clubs based in schools may need to select a faculty advisor. In these cases, the Leo club advisor from the sponsoring Lions club should work closely with the faculty advisor to guide the Leo club.
- There is a one-time Leo Club Organization Fee of US\$100 (or currency equivalent) to organize a Leo club. This covers the cost of the Certificate of Organization, a club officer kit, Lions club sponsor materials and lapel pins for each original member. Please do not include a check, money order, demand draft or wire transfer to remit payment for this fee. The sponsoring Lions club will be automatically billed and may pay via its regular payment method.
- All Leo clubs must be sponsored by a Lions club within the same district. Two or more Lions clubs may jointly sponsor a Leo club; however, one Lions club must be designated as liaison with Lions Clubs International.

**Name of club\*:** The Leo Club of \_\_\_\_\_

*\*This name will serve as the official Leo club name. Please ensure it is spelled exactly as you would like it to appear on the Certificate of Organization. The Leo club name cannot contain special characters or the words Alpha, Omega, Leo, Leos, Lion or Lions.*

**Select only one:**      This club is school-based      **OR**      Community-based

**Select only one:**      This club is an Alpha Leo club (12-18 yrs.)      **OR**      Omega Leo club (18-30 yrs.)

**Sponsoring Lions club Name** \_\_\_\_\_

**Lions Club ID Number** \_\_\_\_\_ **Lions District** \_\_\_\_\_

This Leo club has \_\_\_\_\_ originating members. Please list their names below and attach additional sheets if needed. A minimum of 20 originating members is recommended.

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All sections must be completed before a Leo club will be processed.

### Sponsoring Lions Club President

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First (Given) Name		Last (Family) Name	
Lions Member ID Number		Mailing Address	
City	State	Postal Code	Country
Phone	**Email		

### Leo Club Advisor (must be a member of the sponsoring Lions club)

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First (Given) Name		Last (Family) Name	
Lions Member ID Number		*Mailing Address	
City	State	Postal Code	Country
Phone	**Email		

\*A physical mailing address, not a P.O. Box, is required to receive the new Leo club materials.

### Leo Club President

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First (Given) Name		Last (Family) Name	
Mailing Address	City	State	Postal Code
Country	**Email	Date of Birth (MM/DD/YYYY)	

\*\*A **unique** email address is required to receive communications and use the online reporting system. Email addresses cannot be shared.

By signing below, we confirm that all Leo club members are within the appropriate age range of the Alpha or Omega Leo club track and have accepted the Standard Leo Club Constitution and By-Laws. We confirm that a completed Application for Leo Club Membership (Leo50-A or Leo50-O) has been received for all Leo club members, including the Leo club president listed above. The completed Leo50 form indicates consent for the Leo's personal data to be entered into Lions International member databases to be used to facilitate communications with and between members. To understand how Lions International uses the personal data of its members, you may visit [www.lionsclubs.org](http://www.lionsclubs.org) and search the phrase "Your Privacy".

\_\_\_\_\_  
Lions club president signature (required)

\_\_\_\_\_  
Leo club advisor signature

\_\_\_\_\_  
Leo club president signature

#### Please submit completed form using one of the below methods:

Email: [leo@lionsclubs.org](mailto:leo@lionsclubs.org)

Mail:  
Young Lions and Leos Department  
300 W. 22nd Street  
Oak Brook, IL 60523-8842 USA