

**TRANSFER MEMBER FORM**



**NEW! Transfer Instructions for the Club Secretary**

**Responsibilities of the current club**

1. Complete the "To/From" section of this form as well as your portion of this transfer form. For purposes of this form, your club will now be referred to as the "Former Lions club."
2. Drop the member using the WMMR or MMR.
3. Send a copy of this transfer form to the club the member wishes to transfer into.

**Responsibilities of the new (transfer accepting) club**

1. Complete your portion of the transfer form.
2. Keep a copy of the completed transfer form for your records.
3. Use either the WMMR or MMR to report the member as a transfer. If using the WMMR to report, locate the appropriate dropped member within the "transfer" section of the WMMR and transfer the person into your club. If using the MMR, report the member as a transfer into your club and send both the MMR and this form to Lions Clubs International at the address below.

**TO: NAME OF NEW LIONS CLUB** (if known): \_\_\_\_\_, District \_\_\_\_\_  
New Lions Club ID Number \_\_\_\_\_

**FROM: NAME OF FORMER LIONS CLUB:** \_\_\_\_\_, District \_\_\_\_\_

**We are pleased to recommend this Lion in good standing for membership into a new club.**

\*\*\*\*\***FORMER LIONS CLUB SECTION**\*\*\*\*\*

Full Name: \_\_\_\_\_ Spouse's Name \_\_\_\_\_

New Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Arrival date in your area: \_\_\_\_\_

A Lion since: \_\_\_\_\_

Listed as a dropped member on our MMR/WMMR for the month of: \_\_\_\_\_

Highest Chevron received: \_\_\_\_\_ Highest Membership Key awarded: \_\_\_\_\_

Sponsored the following new members who will count as credit toward Key Awards on dates shown

\_\_\_\_\_  
\_\_\_\_\_

Member a Melvin Jones Fellow? Yes \_\_\_\_\_ No \_\_\_\_\_

Highest club office held: \_\_\_\_\_

Highest district office held: \_\_\_\_\_

Highest multiple district office held: \_\_\_\_\_

Highest international office held: \_\_\_\_\_

Special remarks:

\_\_\_\_\_  
\_\_\_\_\_

Member's club service record available on request : Yes \_\_\_\_\_ No \_\_\_\_\_

**Former Club Name:** \_\_\_\_\_

**Former Club Account Number:** \_\_\_\_\_

Address: \_\_\_\_\_

District: \_\_\_\_\_ Secretary's telephone: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Former Club Secretary's Signature

\*\*\*\*\***NEW LIONS CLUB SECTION**\*\*\*\*\*

**NEW CLUB SECRETARY:** Please complete this section and keep for your records.

Lion \_\_\_\_\_, a former member of  
\_\_\_\_\_, District \_\_\_\_\_, was accepted as a transfer in our Lions Club  
of \_\_\_\_\_, District \_\_\_\_\_ on \_\_\_\_\_ (date).

**New Club Secretary's Signature:**  
\_\_\_\_\_

### **Transfer Process Questions**

For questions regarding the transfer process, contact the Membership Operations Department by e-mail at [memberops@lionsclubs.org](mailto:memberops@lionsclubs.org) or by phone at 630-468-6786.

### **MMR Users**

For questions regarding the submission of the MMR, contact the Club Officer & Record Administration Department by e-mail at [stats@lionsclubs.org](mailto:stats@lionsclubs.org) or by phone at 630-468-6908. Send completed MMR form as well as this transfer form to Lions Clubs International at the following address:

Club Officer & Record Administration  
Lions Clubs International  
300 W. 22<sup>nd</sup> St.  
Oak Brook, IL 50823-8842  
USA

### **WMMR Users**

To report via the WMMR, go to the "Submit Membership and Activity Reports" section of the Lions Clubs International Web site ([lionsclubs.org](http://lionsclubs.org)) and enter your member number and password. For questions regarding WMMR reporting, contact the Information Systems Department by e-mail at [wmmr@lionsclubs.org](mailto:wmmr@lionsclubs.org) or by phone at 630-468-6851. For assistance reporting via the WMMR, also see the *Quick Reference Guide* located at the "Submit Membership and Activity Reports" section of the Lions Clubs International Web site ([lionsclubs.org](http://lionsclubs.org)).

