PROCEDURE FOR TRANSFER OF A MEMBER

The procedure outlined below should be used in all cases where a Lion transfers from one club to another or is taking Lion-At-Large status with the eventual intent of transferring, whether in the same District or not. It complements an agreed procedure adopted throughout Multiple District 201. Its use is aimed at reducing the loss of members that can occur when members transfer by encouraging clubs to seek out and welcome such transferring members.

1. Member notifies club secretary of intention to transfer

2. Club secretary completes top section of Transfer Form ME 20

3. Form received by Cabinet Secretary of member’s current district

4. Intra-District transfer?
   - Yes
     6. Send to secretary of new club, if known, or appropriate club if not known
     7. Club secretary to complete lower section and return to Cabinet Secretary of new district
     8. Cabinet Secretary sends to secretary of appropriate club
     9. Cabinet Secretary checks WMMR web site then completes official form and sends a copy to members original club and Cabinet Secretary of original district
   - No
     5. Send to Cabinet Secretary of transferee’s new district
     6. Processed as a Dropped Member “transfer” from this club on the WMMR web site
        - YES
          8. Processed as a Dropped Member “transfer” from this club on the WMMR web site
             - NO