

INTERNATIONAL CONVENTION
GROUP RESERVATIONS AND REGISTRATIONS

PURPOSE:

The purpose of this policy is to outline procedures to be followed when submitting requests for Group Hotel Reservations and Convention Registrations for an International Convention.

GENERAL:

1. Lions Clubs International requires a letter of authorization from a Multiple District Council or a District Cabinet to obtain Group Reservations for attendance at International Conventions. Accordingly:
 - a. For Groups whose members are from more than one Sub-District, the letter of authorization must be requested from the Multiple District State Council.
 - b. For Groups whose members are from within a single Sub-District, the letter of authorization must be requested from that Sub-District's Cabinet.
2. Group requests being submitted to the Multiple District 14 Council of Governors must be received in the PA State Office no later than two weeks prior to the second State Council Meeting of the Lions Year.