

# Multiple District 105 Lioness Clubs



## Example of Letter

### Insurance Requirements – Sponsoring Lions Club

DD/MM/YYYY

Dear Lion President,

#### **XXXX Lioness Club Insurance**

In order for a Lioness Club to be covered by the Lions Clubs International Insurance, we have been advised that the Sponsoring Lions Club must acknowledge the receipt of the minutes of the Lioness Club monthly business meetings and report the activities of the Lioness Club as part of the Lions Clubs activities through MyLCI.

I have therefore asked our Club Secretary to forward a copy of the minutes to both your Club Secretary and our Lioness Liaison Officer and would be grateful if you could ensure that the details of our planned activity is noted at the Lions Meetings and the receipt of the minutes is recorded in the Lions Club Minutes each month. Once the activities have been completed you are also required to report the results as part of the Lions activities through MyLCI.

If this procedure is followed, then it will ensure that all activities of the Lioness Club are insured as they are with the Lions.

Should you have any queries, please do not hesitate to contact me.

Thank you for your help with this matter

Yours in Lionism

(Insert Name)  
President  
XXXX Lioness Club