



## **FINANCE DIVISION: Accounts Receivable & Club Account Services Department** **DG Check list for Club Account Status Review**

- DG RECAPS are emailed to you at the beginning of each month, for your review of club balances and aging.
- Encourage club officers to register online. Treasurers can pay online if the club approves.
- Club Treasurers can pay online by visiting [www.lionsclubs.org](http://www.lionsclubs.org). Click the “MyLCI” link, after logging in, you may pay by Visa, MasterCard, Discover, American Express, or PayPal. Debit cards are accepted.
- Club balances should be paid according to the terms established by the association; however, to avoid suspension, balances should be paid no later than 90 days after billing.
- Club balances outstanding beyond 120 days can cause clubs to be placed on suspension if balances exceed US\$20/member or \$1,000, whichever is less.
- Anticipated high risk of suspension in November and May can be avoided with prompt club payments.
- High cancellation rates can be avoided in December and June if payments are received prior to the 29<sup>th</sup> of the month following suspension.
- Clubs can be reactivated within 12 months following cancellation, if eligible. Full payment along with a Reactivation Report is required, signed by you.
- Club Treasurers can view statements online and avoid mailing delays. Please encourage club treasurers to check the opt-out option on the association’s website to discontinue receiving mailed club statements.
- District Governors and Cabinet Treasurers can now also view and pay Multiple District and District Statements online. District Governors may pay by PayPal.
- Clubs in Good Standing are eligible to participate in local elections. The current dues billing must be paid leaving no International dues and fees greater than US\$10.00 unpaid and balances over 90 days must not exceed US\$50.00. Payment must be received 15 days prior to the Local Convention.
- Beginning July 1, 2017, new member and charter fees will increase to US\$35.00.
- Registration payment for the International Convention should be settled in US\$ by credit card or by wire transfer.
- Contact us if you do not have your correct district account number when purchasing club supplies.