

# THE RULES

Contests, Awards, Achievements

## Club Secretary Of The Year Award



Multiple District 19  
Lions Clubs International

**SECRETARY OF THE YEAR AWARD RULES**  
(Formerly known as Secretary Efficiency Award)

The selection of the Secretary to receive this Award shall be made by the Contests and Awards Committee from the records of the Multiple District 19 Office through June 30. The Award will be given at the Fall Annual Convention.

1. Qualified for the Secretary Excellence Award;
2. Attended both their District Spring Conference AND Fall Annual Convention during his/her year in Office

**IN CASE OF A TIE**

The following items will be used to break a tie, if one occurs, in the order that they are written:

1. Club Activities Summary written and sent to the MD19 Office as per Secretary Excellence Award Rules.
2. Club Officer Report Form (PU19) sent by April 30 to the MD19 Office.
3. Miscellaneous letters sent throughout the year, like condolence letters, thank you letters to guest speakers, letters to clubs acknowledging visitors, etc., of which copies have been sent and received by the MD19 Office.
4. Written notification sent to the home Club of visiting Lions/Lioness/Leos with a copy to MD19 Office.