

3. The District Convention Chairperson shall work with the District Governor in establishing sub- committees to assist in providing all the needs of the Convention.

Suggestions are as follows but are not limited to:

- A. Hotel Liaison
- B. Registration
- C. Luncheon
- D. Convention Banquet
- E. Necrology
- F. Credentials
- G. Voting
- H. President Elect Seminar
- I. Lion Secretary Elect Seminar
- J. Lioness Secretary Elect Seminar
- K. New Member Orientation
- L. Lioness Roundtable Discussion Group
- M. Host for VIP's
- N. Sergeant-of-Arms
- O. Liaison to candidates for District Governor and First and Second Vice District Governors
- P. Or any other sub-committee he feels is needed to perform his job to provide a District Convention.

4. The District Convention Chairperson with his committee should seek a site to hold the Convention with the following to be considered:

- A. Ability to host up to 300 delegates and alternates.
- B. Ability to provide meeting rooms for four separate meetings at one time for seminars and displays.
- C. Ability to host a luncheon for up to 150 Lions, Lioness, Leos and guests with public address facilities.
- D. Ability to host a cocktail hour for up to 300 prior to the Convention Banquet.
- E. Ability to host a Banquet for up to 300 for an evening.
- E. Ability to provide quality housing and accommodations for VIP's and/or guests of the District.

- G. Ability to provide adequate working area for credentials and registration Committees.
- H. Ability to provide hospitality rooms for the District governor and candidates if so desired.
- I. Ability to provide an adequate room for a Necrology Service to be attended by up to 300 Lions, Lioness, Leos and guests.
- J. Centrally located to make it convenient for all Lions, Lioness and Leos to attend for the day without hardship.

5. The District Convention Chairperson should prepare an agenda for the Convention to inform all members of the Lions International Family.

6. Duties and responsibilities of a Sub-Committee shall adhere to the District 14-N, Multiple District 14 and International Lions Constitution and By- Laws as to:

- A. Voting and credentials limitations
- B. Registration
- C. Candidates and Nominations
- D. Constitution and By-Laws Resolutions and Amendments
- E. Necrology Services
- F. Schools of Instructions
- G. Campaign Practices

7. Placement of Campaign literature should be approved by Convention Hotel Liaison Committee only.