| ESTABLISHING A USERID AND PASSWORD |
| TO ACCESS THE **LION PORTAL** |

First and foremost, to begin accessing the **LION PORTAL**, you MUST have your Membership information entered into the **LION PORTAL** by an authorized member of your Lions Club. **IF** Your Membership information is NOT in and available through the **LION PORTAL**, contact your Lions Club Leadership to have it entered.

If that is not an available option, contact Lions Clubs International at 630-571-5466 and ask for or select the Membership Operations Department and ask them about getting you registered. You must have your Member Number, Lions Club Number and Contact Information.

Once your membership information has been entered, go to the following website address:

HTTPS://WWW.LIONSCLUBS.ORG/EN   (This for the English version)

On the website, select "MEMBER LOGIN" which is an available option listed across the top of the webpage. You should be redirected to the:

LION PORTAL

IF you do not have a Username and Password to enter the PORTAL, use the "Don't have an Account?" option to begin establishing a Username and Password. Enter your First Name, Last Name and eMail Address. Lions International will send a verification code to your eMail Address. Enter that code to continue. At this time, you can create a Username and Password.

IF you forgot your password, use the "Forgot Your Password?" option to begin resetting your password.

HINT: IF YOU CAN'T REMEMBER THEM, WRITE THEM DOWN!