

## Lions Club Incorporation Renewal

Secretary of State MN site....

<http://www.sos.state.mn.us/>

The sight can be difficult to work with:

Go to "Quick Links" near the top right of the page.

Scroll down to "Business Lookup"

Put in the name of your town in the search space.

A list appears of businesses' in that city, find your Lions clubs if active, click on details

Below the Business Record Details >> Click on File Amendment or Renewal

Scroll down to the "Amendments - Available for Filing" and select the 2<sup>nd</sup> one "Annual Renewal – Nonprofit Corporation (Domestic)" to renew.

If Lion's club doesn't show your status might be inactive. Go back one page, where you typed in the city, (leave city name in search line) either to the right or below the name area is "Advanced Options". A blue long tab will come up. Near the bottom is options, choose and click on "Inactive", then "Ok". Now click on "Search" again.

If the club is incorporated it should show then.

You can also call 651-296-2803 and get more information.

This needs to be up dated every year by December 31<sup>st</sup> or you may lose your clubs Non Profit Status and will be charged to get it reinstated.

This process keeps you active as a nonprofit and can only be done on line. You may be charged to renew if you

Lion Gordy the treasurer of Prior Lakes Club is in the know on this. If you have problems and do not get help call Lion Gordy Affield. 952-447-2849