



HONG KONG 2026

108th Lions International Convention

Group Procedures:

Tour Group Operators / Lions Group Organizers

Contact

Email: registration@lionsclubs.org

Phone: (630) 468-6914

General Information

- Approved Tour Group Operators / Lions Group Organizers are responsible for distributing all Lions International materials and informing group members of International Convention procedures and deadlines. **Please read all the information carefully.**
- **NEW:** Groups must have 15 or more participants to use the group registration process.
 - After the Group Organizer and Tour Operator form has been submitted, a Registration Template will be emailed to the Tour Operator/Group Organizer.
 - Once the completed Registration Template with 15 or more names has been received and approved by LCI, the Tour Operator / Group Organizer will receive the login information for the Official Group Registration Website.
 - Note: To Be Determined (TBD) names will **not** be accepted in the Registration Template and must include unique email addresses.
- Approved Lions International Tour Operators / Group Organizers are required to use the International Convention Official Group Registration Website.
- Membership Number is required for any club delegate who will certify and vote in the election.
- For Tour Groups/Agencies, an additional signed authorization of approval from local Lion Leadership (current **Multiple District Council Chairperson** or **District Governor**) is required before access to the Registration Website will be provided.
- Only approved Group Organizers may request changes; sub-contracted agencies will not be recognized.
- **NEW:** Name changes will be allowed on the Group Site until **May 1, 2026, 11:59 PM CDT (UTC-05:00)**, with no additional fees. Starting on May 2, 2026, the Tour Operator / Group Organizer will only be able to view their group (not make any changes) on the Official Group Registration Website.
- Groups failing to follow procedures will be ineligible to receive name badges at convention.



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Registration

- All group registrations must be completed via the Official Group Registration Website.
- As a Tour Operators / Group Organizers, and you plan to attend the convention, please note that the complimentary **Tour Operator Registration** type will not grant you access. You must register as a Group Lion or Group Adult and pay the applicable registration fee.
- Tour Operators / Group Organizers have the opportunity to schedule an appointment to pick up all convention materials for their group, prior to official Convention Registration opening.
- If a group pick-up appointment is not scheduled, groups may pick up their convention name badges and materials during standard registration hours.

Registration Fees

CATEGORY	Early Bird (Before March 1) 11:59 PM CDT (UTC-05:00)	Regular (March 2 – June 30,) 11:59 PM CDT (UTC-05:00)	Late/Onsite (Jul 1, 2026+)
Adult	\$190 USD	\$265 USD	\$340 USD
Omega Leos (18–30)	\$100 USD	\$100 USD	\$100 USD
Alpha Leos/Children (≤17)	\$20 USD	\$20 USD	\$20 USD

Registration Cancellation

- All refunds will be made to the Tour Group Operator / Group Organizer, to be distributed to the individual Lion.
- Processing fees will be automatically withheld from each approved refund request.
- **Cancellation requests submitted on May 1, 2026, 11:59 PM Central Daylight Time (UTC-05:00) or later will forfeit all refunds.**
- NO EXCEPTIONS WILL BE MADE.

Refund Deadlines	Fee	Notes
Before May 1, 2026	\$50 USD per registration	Non-refundable processing fee
On or After May 1, 2026 11:59 PM CDT (UTC-05:00)	Full Registration Fee	No refunds



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Optional Ticketed Events at Convention

EVENT TICKETS *Subject to availability	Date & Time* (subject to change)	Fee	Attire
Melvin Jones Fellowship Luncheon	Sunday, July 5 12:30–14:30	\$95 USD	Business
PIP/PID/PDG/DG Banquet	Monday, July 6 20:00–22:00	\$150 USD	Black Tie Optional

Lions International Group Housing & Hotel Reservations

- All hotel reservations must be made through the Group Registration Website.
- All Convention hotels are available on a first-come, first-served basis.
- Room types subject to hotel availability.
- At least (1) paid Adult Registration is required to reserve hotel room.
- A 2-night minimum stay is required for each hotel reservation.
- A deposit equal to **one night stay at a selected hotel** is required to reserve a hotel room. Each deposit will be credited to the guest's hotel bill, at time of check-out.
- Hotel "No Shows" forfeit deposit. **Additional fees may apply – based on hotel selection.**
- Late arrivals and/or early departures are subject to the hotel's availability and must be communicated with the hotel directly. Fees may be applied and be billed by the hotel.
- Each group and/or individual is responsible for payment of their room, including tax and incidental charges.
- Lions International must be notified in writing to Logistics@lionsclubs.org prior to any independent site inspections.
- **NEW:** Lions International reserves the right to limit the number of rooms assigned to a group based on prior performance / hotel room pick up.

Hotel Room Block & Reservation Changes

Deadline	Action
On or After February 27, 2026 11:59 PM CDT (UTC-05:00)	NEW: Any unassigned hotel rooms in group block (rooms without name /deposit) are released and become available to other Lions.
Before or on May 24, 2026	Name and date changes to hotel reservation made through Official Group Registration Website
On or after May 25, 2026	Changes to the reservation must be made directly with the hotel and are subject to availability and additional penalties.



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Hotel Room Cancellations

Deadline	Fee	Notes
Before May 1, 2026	\$15 USD per hotel room cancelled	Applies to individual / confirmed reservation cancellations
After May 1, 2026 11:59 PM CDT (UTC-05:00)	Full hotel deposit (no refund) per hotel room cancelled .	Additional fees may apply, based on hotel.

Hotel Final Billing

- Convention attendees are responsible for payment of their room, tax, and incidental charges, less the room deposit.
- If the group organizer is to pay additional hotel expenses for the delegation, this must be arranged directly with the hotel, at least four (4) weeks prior to arrival date.
- Groups must settle all charges before checkout.

Hotel Function or Event Space

- Submit requests via the Delegations Events page on the [Convention website](#).
- Groups are responsible for all event costs (catering, AV, décor, labor, etc.). Payment made directly to the hotel.

Convention Registration and Housing Payment Terms

Payments made to Lions International or via the convention registration site are in US currency.

****Payment Method: Balance Due**

Payment via Balance Due is an option for any group paying by check or wire transfer. An Invoice will be emailed after registration and/or housing has been completed through the Official Group Registration Website.

The Balance Due Invoice includes a due date for payment to guarantee registration rate. **Please note:** Until payment is received, the group registrations and housing reservations are NOT confirmed. Unpaid convention registrants will not receive a name badge.