



Memorandum of Understanding

This Memorandum of Understanding is entered into by and between:

_____ Lions Club, located in _____
(city)

_____ and _____
(state) (name of organization, business, school)

located in _____, until such time
(city) (state)

either one of the parties desires to cancel this Memorandum of Understanding.

Purpose

The purpose of this Memorandum of Understanding is to recognize the cooperation and commitment of both parties in their joint efforts to collect used eyeglasses in support of the **Lions Recycle For Sight Program**. Lions will collect, process and distribute the recycled glasses for use during volunteer missions to developing nations.

Eyeglass Collection

- The Lions club will provide and maintain the number of eyeglass collection boxes to be displayed.
- The Lions club will empty the collection receptacle(s) on the 1st and 15th days of each month, or if in a high-traffic area, more often.
- The Lions club's name and contact information shall appear on the box in the event the box is full and needs to be emptied.
- The Lions club will abide by the regulations of the organization, business or school.
- The Lions club will not use or display the name of the organization, business or school without prior written consent.
- The organization, business or school will promote eyeglass recycling through display of Lions eyeglass collection receptacle(s), posters and informational brochures, all supplied by the Lions club, free of charge.
- The organization, business or school will notify the Lions club of a need for additional collection boxes or promotional materials.
- The organization will incur no financial obligations in support of the **Lions Recycle For Sight Program**.

Agreed: _____
(date)

By: _____ By: _____
Lions Eyeglass Collection Coordinator Organization, business, or school representative

Name of Lions Club Name of organization, business, school
Phone: _____ Phone: _____