

From: Builders Club <buildersclub@marketing.kiwanis.org>

Sent: Friday, August 8, 2025 12:01 PM

To: Michele Schilten <mschilten@kiwanis.org>

Subject: 2025-26 Builders Clubs renewal



GET YOUR CLUB PROGRAM KIT ON TIME

Dear Builders Club advisor,

If your Builders Club will be active for the 2025-26 school year, make sure your club receives its program kit to start the year with the materials it needs! Reach out to the secretary of your sponsoring Kiwanis club to provide the information necessary for completing the renewal process.

Here's what each of you will need to do:

1. **Builders Club advisor:** The sponsoring Kiwanis club secretary needs to know the approximate number of Builders Club members

you anticipate for the 2025-26 school year and the address to which club materials should be mailed. Send this information to the secretary in August, if possible. Beginning September 1, Kiwanis International will ship kits to clubs that have paid the renewal fee.

2. **Kiwanis club secretary:** After you've provided updated 2025-26 information, the club secretary will:
 - a. Log into [Kiwanis Engage](#), the organization's new reporting platform. (Don't forget — we also have [a webpage with learning resources](#).)
 - b. Under the Finances section of your club view, select the "Renew" button located next to each Builders Club fee listed. Check out [this video](#) for a quick tutorial!
 - c. Update the anticipated number of Builders Club members.
 - d. Update the name and phone number of your club's contact and the mailing addresses to which the club's program kit should be shipped.

The sponsoring Kiwanis club needs to pay the renewal fee for your Builders Club and provide a membership count before the program kit can be mailed. The invoice for your club's fees was posted in Kiwanis Engage on August 5.

This year, the Builders Club program kit includes guides for advisors, members and officers. Also look for a service guide, buttons, the calendar and pledge poster, information about awards and contests and more.

Important notes:

- If your club advisor's name or the school/organization address information needs to be updated, please send a detailed email to memberservices@kiwanis.org.
- If a Builders Club will not be active in 2025-26, please email memberservices@kiwanis.org at your earliest convenience.

Thank you for supporting Builders Club!

In service,

Kiwanis Service Leadership Programs

Connect with us!

#BuildersClub

