

CHARTERED CLUB/ORGANIZATION (CCO) POTENTIAL REPRESENTATIVES SUBMISSION FORM

ORG NAME:

Please fill out completely. Type or print.

Physical Address _____

City _____ County _____ Zip _____

Mailing Address (if different) _____

City _____ County _____ Zip _____

Phone-Day (____) _____ Fax (____) _____ Twitter: _____

Website _____ E-mail _____ @ _____

Key Contact

Name _____ Title _____

Phone-Day (____) _____ Mobile (____) _____ Email _____ @ _____

Chartering Authority Name: _____

ALL ITEMS MUST BE SUBMITTED BY NOVEMBER 20, 2015

The deadline to turn in the required items below is November 20, 2015. They need to be submitted to both your Chartering Authority and the appropriate Regional Director(s). Failure to do so will result in the loss of representation at the 2016 CDP Pre-Endorsement Conferences. All items below must be initialed for the submission to be complete.

_____ Completed "Potential Representatives" Submission Form

_____ Submitted list of Potential Representatives using the CDP provided List Template. "Potential Representatives" were chosen from the roster of "members in good standing" submitted by July 1, 2015. List should contain at least the following information: First Name, Last Name, Middle Name or Initial, Registered Address (including City and Zip code), phone and/or email address and Assembly District, Senate and Congressional district the representative resides in.

_____ Ensured that the overall list of all Potential Representatives from the CCO to all Pre-Endorsement Conferences were apportioned equally between men and women, to the extent possible.

_____ Submitted proof the CCO has a process in their rules and/or bylaws that governs the selection of potential representatives (such language can be found in the following section(s): _____), or representatives were selected at a duly noticed meeting, by those members in good standing in attendance and voting.

By signing this form, I acknowledge the enclosed list is of "Potential Representatives" who were chosen by a process outlined in our rules and/or bylaws or were selected at a duly noticed meeting of the CCO and affirmed by a vote of those members in good standing in attendance and voting.

Signature: _____ **Date:** _____

*Form must be completed by the Chair, Treasurer or Secretary of the CCO.

Print Name: _____ **Title*:** _____

**PLEASE RETURN TO BOTH YOUR CHARTERING AUTHORITY AND REGIONAL DIRECTOR(S)
PLEASE USE CDP'S POTENTIAL REP LIST TEMPLATE (EXCEL) TO SUBMIT YOUR REPRESENTATIVES**