

**Los Angeles County Democratic Party**  
**2017 Democratic Club and Organization Charter Application Packet**

Dear Democratic Club/Organization:

Thank you for chartering with the Los Angeles County Democratic Party (LACDP). This packet should answer all of your general questions about the chartering process and the necessary steps to successfully charter your organization. This application is also available online at [www.lacdp.org/democratic-club](http://www.lacdp.org/democratic-club).

Whether you are forming a new Democratic club/organization or have chartered with LACDP previously, we suggest that you read through this packet carefully before completing the paperwork.

Please submit your completed application, including:

- The charter application packet;
- Appropriate fee payable to LACDP;
- The club's/organization's current constitution and/or bylaws; and
- An electronic and hard copy of the membership roster, to:

Los Angeles County Democratic Party  
c/o Democratic Club/Organization Charter Application  
3550 Wilshire Blvd. Suite 1203  
Los Angeles, CA 90010  
Fax: (213) 382-1278  
Email: [chartering@lacdp.org](mailto:chartering@lacdp.org)

Pursuant to the California Elections Code Section 20201, your Democratic club/organization must be chartered by LACDP in order to operate as a Democratic organization in Los Angeles County. Hence, chartering with LACDP is mandatory, not optional.

All applications must be reviewed by the LACDP Organizational Chartering & Development Committee prior to consideration for approval by the LACDP. The review process takes approximately fifteen days to complete. Please allow enough time for the committee to process the application. Additionally, please complete each part of the application and attach the requisite documents as required.

For existing Democratic clubs/organizations, please note that all charter renewals are due on January 1 of each year. Please refer to page 3 of this application for details.

We welcome you to the chartering process. We hope your organization adds great value to your area and empowers all Democrats to get involved with Democratic activities and campaigns.

If you have any questions, please feel free to contact the LACDP office at [chartering@lacdp.org](mailto:chartering@lacdp.org), (213) 382-0063.

Democratically yours,

Joe Cislowski  
Co-Chair, Organizational Chartering & Development Committee  
Los Angeles County Democratic Party

**Los Angeles County Democratic Party 2016-2020 Leadership Contact Information**

<b>FIRST NAME</b>	<b>LAST NAME</b>	<b>POSITION</b>	<b>ASM. DIST.</b>	<b>PHONE</b>	<b>EMAIL</b>
Eric C.	Bauman	Chair		818.755.4570	ericbauman@lacdparty.org
Bobbie Jean	Anderson	Vice Chair		323.752.9362	bobbieja@earthlink.net
Mark	Gonzalez	Vice Chair		323.828.7561	markgonzalez84@gmail.com
Karen	Wingard	Controller		626.792.4465	wingardkm@gmail.com
Olivia	Lee	Recording Secretary		909.632.8028	olivia.tw.lee@gmail.com
Carolyn	Fowler	Corresponding Secretary		310.880.3748	cjfowler@att.net
Garry S.	Shay	Parliamentarian		323.876.6759	gss1@aol.com
Patti	Sulpizio	Region 1 Vice Chair	36, 38	661.253.1673	pattisoul@att.net
Cecile	Bendavid	Region 2 Vice Chair	39, 45, 46	818.884.9923	cecilebe@aol.com
Thomas	O'Shaughnessy	Region 3 Vice Chair	41, 43, 49, 51	818.679.1305	thomashaughnessy@gmail.com
Jacquelynn	Hawthorne	Region 4 Vice Chair	44, 50, 53, 54	323.574.1464	jyh@dslextreme.com
Raymond	Waters	Region 5 Vice Chair	59, 62, 64, 66	310.374.4744	raywaters35@gmail.com
Cory	Allen	Region 6 Vice Chair	58, 63, 70	562.506.5597	corynlb@gmail.com
Ronald	Lozano	Region 7 Vice Chair	48, 52, 55, 57	626.616.1317	rxlozano@verizon.net
Ruth	Sanchez	Region 1 Secretary	36, 38	661.202.4912	rstinajero@gmail.com
Elizabeth	Knipe	Region 2 Secretary	39, 45, 46	818.577.5193	eknipen@gmail.com
Barbara	Torres	Region 3 Secretary	41, 43, 49, 51	323.383.4218	wonder_babs@yahoo.com
Ilissa	Gold	Region 4 Secretary	44, 50, 53, 54	615.207.8620	ilissa.gold@gmail.com
Patricia	Sanders	Region 5 Secretary	59, 62, 64, 66	323.839.1237	usher52@aol.com
Monica	Sanchez	Region 6 Secretary	58, 63, 70	562.922.6693	dr.monicasanchez@gmail.com
Johnathon	Yoder	Region 7 Secretary	48, 52, 55, 57	646.552.3732	jonny@stellaadler.com
Kermit	Franklin	AD Delegation Chair	36	323.868.7669	iodoc2006@yahoo.ca
Michelle	Elmer	AD Delegation Chair	38	818.515.5450	michelle.h.elmer06@gmail.com
Jim	Hilfenhaus	AD Delegation Chair	39	310.927.5477	jhilfenhaus@aol.com
Kathleen	Patterson	AD Delegation Chair	41	626.802.0305	kpatt217@aol.com
Paul	Neuman	AD Delegation Chair	43	323.662.3123	pmneuman@yahoo.com
<i>Vacant</i>		AD Delegation Chair	44		
Cecile	Bendavid	AD Delegation Chair	45	818.884.9923	cecilebe@aol.com
Alton	Reed	AD Delegation Chair	46	818.386.9440	alton@mums2000.com
Abel	Salinas	AD Delegation Chair	48	626.485.7782	asalinasca@aol.com
Marcella	Cortez	AD Delegation Chair	49	310.749.6081	marcellagcortez@gmail.com
Lillian	Raffel	AD Delegation Chair	50	310.701.1741	llraffel@mindspring.com
Mark	Gonzalez	AD Delegation Chair	51	323.828.7561	markgonzalez84@gmail.com
Margaret	Winningham	AD Delegation Chair	52	909.629.6052	mwinningham@ca.rr.com
<i>Vacant</i>		AD Delegation Chair	53		
Rosa	Russell	AD Delegation Chair	54	323.936.2844	rosarssl@yahoo.com
Peggye	Jackson	AD Delegation Chair	55	909.241.4905	peggyeja@gmail.com
Jaime	Lopez	AD Delegation Chair	57	562.696.3504	jaimelopez10@gmail.com
Monica	Sanchez	AD Delegation Chair	58	562.922.6693	dr.monicasanchez@gmail.com
Miguel	Martinez	AD Delegation Chair	59	323.491.0638	mtz.mig@gmail.com

Patricia	Sanders	AD Delegation Chair	62	323.839.1237	usher52@aol.com
Anna	Soto	AD Delegation Chair	63	951.205.1075	anna_soto2002@att.net
Harold	Williams	AD Delegation Chair	64	310.629.4115	harldwms@gmail.com
Constance	Sullivan	AD Delegation Chair	66	310.378.1554	pvedems@gmail.com
Uduak-Joe	Ntuk	AD Delegation Chair	70	562.888.2014	uduak.ntuk@gmail.com
Amaka	Donn	AD Delegation Vice Chair	36	661.992.1401	amakachris@aol.com
Stacy	Fortner	AD Delegation Vice Chair	38	661.993.6688	s_fortner@yahoo.com
Wesly	Hernandez	AD Delegation Vice Chair	39	818.636.0692	wesly.hernandez@gmail.com
Zahir	Robb	AD Delegation Vice Chair	41	626.379.6795	zahirrobb@hotmail.com
Vickere	Murphy	AD Delegation Vice Chair	43	818.457.4991	vickere17@gmail.com
<i>Vacant</i>		AD Delegation Vice Chair	44		
Leah	Herzberg	AD Delegation Vice Chair	45	818.789.7338	lkhfire@aol.com
Joyce	Rubin	AD Delegation Vice Chair	46	323.252.0850	joycemrubin@gmail.com
Katarina	Garcia	AD Delegation Vice Chair	48	626.378.8405	katarina.m.garcia@gmail.com
Adele	Andrade-Stadler	AD Delegation Vice Chair	49	626.378.4550	andrade3@charter.net
Evelyn	Metoyer-Williams	AD Delegation Vice Chair	50	323.932.0769	ewms95@aol.com
Barbara	Torres	AD Delegation Vice Chair	51	323.383.4218	wonder_babs@yahoo.com
Vivian	Yoshioka	AD Delegation Vice Chair	52	909.596.3111	vyoshioka@hotmail.com
Hector	Huezo	AD Delegation Vice Chair	53	562.485.7329	h.l.huezo@gmail.com
Ronnie	Jayne Soloman	AD Delegation Vice Chair	54	310.836.7557	ronniejayn@aol.com
Barbara	Armstrong	AD Delegation Vice Chair	55	909.229.2970	barbymast@aol.com
Ronald	Lozano	AD Delegation Vice Chair	57	626.336.2110	rxlozano@verizon.net
Vikki	Galarza-Martinez	AD Delegation Vice Chair	58	562.949.9306	vikkingfan@gmail.com
Constance	Menzies	AD Delegation Vice Chair	59	323.873.7365	conniejewel@aol.com
Cara	Robin	AD Delegation Vice Chair	62	310.645.7017	cararobindesign@hotmail.com
Mary	Zavala	AD Delegation Vice Chair	63	562.209.0645	mzavala1955@gmail.com
Barbara Jean	Calhoun	AD Delegation Vice Chair	64	310.918.6667	babs311lady@yahoo.com
Lorraine	Geittmann	AD Delegation Vice Chair	66	310.316.1729	catcalico@aol.com
Joan	Greenwood	AD Delegation Vice Chair	70	562.599.0812	jgreenwood8679@gmail.com
Adam	Seiden	Executive Director		310.871.4896	adamseiden@lacd.org
Renee	Nahum	Political Director		213.382.1211	reeneahum@lacd.org
Danny	Leserman	Director of Digital Media and Campaign Services Coordinator		818.424.2612	dannyleserman@lacd.org
Nichol	Delgado	Director of Operations and Communications Coordinator		626.476.6202	nicholdelgado@lacd.org
Gloria	Alves	Director of Administration		213.382.0063	
William	Floyd	Assistant to the Chair		323.427.0425	williamfloyd@lacd.org
<b>Los Angeles County Democratic Party Headquarters</b>		<b>3550 Wilshire Blvd. Suite 1203 Los Angeles, CA 90010</b>		<b>213.382.0063 f-213.382.1278</b>	<b>info@lacd.org www.lacd.org</b>

**Los Angeles County Democratic Party  
Application for Democratic Organization Charter  
2017 Calendar Year**

**Please type or print legibly with black or blue ink.**

Name of Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Website URL: \_\_\_\_\_ Email: \_\_\_\_\_

Facebook: \_\_\_\_\_ Twitter: \_\_\_\_\_

**Please check organization type:**

- \_\_\_\_\_ Democratic Club
- \_\_\_\_\_ Young Democrats Club
- \_\_\_\_\_ Political Action Committee (PAC)
- \_\_\_\_\_ Other Organizations  
(i.e., United Democratic Headquarters)

**Please check charter type:**

- \_\_\_\_\_ New Charter
- \_\_\_\_\_ Renewal Charter
- \_\_\_\_\_ Prior Club – Lapsed
- \_\_\_\_\_ Prior Club – Revoked/Denied

**REQUIRED: In order to be chartered, you must provide at least one of the following identification numbers:**  
(Note: LACDP strongly recommends that you acquire professional campaign finance/treasurer services, which could also help you in obtaining these identification numbers. Please contact the LACDP office if you need assistance.)

Employer Identification Number (EIN): \_\_\_\_\_

Fair Political Practices Commission (FPPC) Number: \_\_\_\_\_

Federal Elections Commission (FEC) Number: \_\_\_\_\_

**Your Employer Identification Number (EIN)** is the number required to open a bank account. DO NOT use a personal Social Security number. If you do not have an EIN, you can request Internal Revenue Service Form SS-4 from (800) TAX-FORM or [www.irs.ustreas.gov](http://www.irs.ustreas.gov).

**Your FPPC or FEC I.D. number** is the number under which you report funds raised and expended. If your club does not have such a number, and you raise or spend money above a specified threshold, you may be violating the law. You can request an FPPC Form 410 from (916) 322-5660 or [www.fppc.ca.gov](http://www.fppc.ca.gov) and an FEC Form 1 from (800) 424-9530 or [www.fec.gov](http://www.fec.gov).

**Responsible Parties (Required):**

President: \_\_\_\_\_ Address: \_\_\_\_\_

Home: \_\_\_\_\_ City: \_\_\_\_\_ ZIP: \_\_\_\_\_

Work: \_\_\_\_\_ Email: \_\_\_\_\_

Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

Treasurer: \_\_\_\_\_ Address: \_\_\_\_\_

Home: \_\_\_\_\_ City: \_\_\_\_\_ ZIP: \_\_\_\_\_

Work: \_\_\_\_\_ Email: \_\_\_\_\_

Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

**Club/Organization Officers and Leaders**

Name of Club/Organization: \_\_\_\_\_

<b>Office</b>	<b>Name</b>	<b>Home Phone</b>	<b>Cell/Work Phone</b>	<b>Email Address</b>
<b>President</b>				
<b>Vice President 1</b>				
<b>Vice President 2 (If Applicable)</b>				
<b>Recording Secretary</b>				
<b>Corresponding Secretary</b>				
<b>Treasurer or Controller</b>				
<b>Parliamentarian</b>				
<b>Newsletter</b>				
<b>Voter Registration</b>				
<b>Precinct Operations</b>				
<b>Events/Fundraising</b>				
<b>Membership</b>				
<b>Webmaster</b>				
<b>Other</b>				

**Club/Organization Statistics/Charter Requirements**

**Name of Club/Organization:** \_\_\_\_\_

Executive Board Term End/New Term Begins: \_\_\_\_\_

Regular Meeting Date/Time: \_\_\_\_\_

Regular Meeting Location (Including Address): \_\_\_\_\_

**Please include both an electronic and hard copy version of your membership roster.**

Please indicate the number of voting members \_\_\_\_\_ and non-voting members \_\_\_\_\_ in good standing.

Please also list the top five Assembly Districts in which your members live, from most members to least:

- a. District Number: \_\_\_\_\_ Number of Voting Members: \_\_\_\_\_ Number of Non-Voting Members: \_\_\_\_\_
- b. District Number: \_\_\_\_\_ Number of Voting Members: \_\_\_\_\_ Number of Non-Voting Members: \_\_\_\_\_
- c. District Number: \_\_\_\_\_ Number of Voting Members: \_\_\_\_\_ Number of Non-Voting Members: \_\_\_\_\_
- d. District Number: \_\_\_\_\_ Number of Voting Members: \_\_\_\_\_ Number of Non-Voting Members: \_\_\_\_\_
- e. District Number: \_\_\_\_\_ Number of Voting Members: \_\_\_\_\_ Number of Non-Voting Members: \_\_\_\_\_
- f. All Others Number of Voting Members: \_\_\_\_\_ Number of Non-Voting Members: \_\_\_\_\_

**Please include the appropriate fee with your charter application:**

<b>Organization Type</b>	<b>New Charter</b>	<b>Renewal Charter</b>
Democratic Club	\$50.00	\$100.00*
Young/College Democrats Club	\$15.00	\$30.00
Political Action Committee (PAC)	\$150.00	\$200.00
Other Organizations (i.e., UDH)	\$150.00	\$200.00

**\*Note:** Democratic Clubs that raised or spent less than \$1,000 last year may renew their charter for \$50. Charter renewal is due on January 1 of each year. A late fee equivalent to 25% of the chartering fee will be applied if a club/organization has not submitted application for renewal sixty (60) days following the renewal deadline. If no application has been submitted thirty (30) days following the late fee deadline, LACDP will order the club/organization to cease and desist using the club’s/organization’s previous name. The LACDP Chair may extend the deadline with good cause. Charter application for new club/organization or charter renewal application must be received by the LACDP office at least 15 days prior to the LACDP Monthly Membership Meeting in order to receive charter approval consideration at the meeting.

**Please be sure that your club/organization’s constitution/bylaws meet the following specific requirements.**

1. **Membership.** Each member is a registered Democrat or is a person devoted to the principles of the Democratic Party but is ineligible to register as a voter at this time. Any such ineligible person has expressed the intent to register as a Democrat immediately upon becoming eligible.
2. **Nondiscrimination.** The organization does not require or use any test of membership or oath of loyalty which has the effect of requiring prospective or current members to acquiesce in, condone or support discrimination on the grounds of race, color, creed, national origin, physical ability, sex, age, religion, ethnic identity, sexual orientation or economic status.
3. **Fair Bylaws.** It has bylaws and a constitution that require:
  - a. Regularly held meetings, open to all Democrats, which requires at least 10-day prior written notice.
  - b. A regular election of officers for a reasonable tenure.
  - c. Payment or waiver of dues/fees due to economic hardship.
  - d. Dedication of its members to the principles of the Democratic Party.
  - e. Prohibiting the endorsement of non-Democrats in any race or the financial support of non-Democrats.
4. **Notification.** The organization will keep regular communications with Los Angeles County Democratic Party by sending notice of events and meetings to:
  - a. The Chair of the LACDP.
  - b. All members of the LACDP Assembly District delegation in which a majority of the organization’s members reside.
  - c. The Co-Chairs of the LACDP Organization Committee.
  - d. Mailing copies of the newsletter to the Los Angeles County Democratic Party office and/or info@lacdpc.org.

**Club/Organization Service Areas**

Name of Club/Organization: \_\_\_\_\_

Please indicate which Assembly Districts, cities, ZIP codes, and, if available, precincts your club/organization intends to serve:

Assembly District	City	ZIP Codes (If Applicable)	Precincts (If Available)

**Signatures of Club/Organization Members**

Name of Club/Organization: \_\_\_\_\_

Please request 20 members of your organization to fill out and sign below. Each person may only sign Democratic club/organization charter application roster for one club/organization per year for the purpose of chartering. (Note: This page is mandatory for Democratic club charters, but not required for PAC charters.)

Name (Print)	Address	City	Zip	Phone	AD	Signature
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						
16.						
17.						
18.						
19.						
20.						



**Club/Organization Background Information**

Name of Club/Organization: \_\_\_\_\_

**To help us better understand your club and its operations, please briefly answer the following questions:**

What were your grassroots election activities last year, including precinct operations, voter registration, fundraising events or other activities? What were the results of elections held in your area?

What were your non campaign-related activities last year?

What are your campaign activity plans and other grassroots, educational or outreach plans for this year? What types of elections will be held in your area?

What type of services would you like to see from the LACDP and the Organization Committee this year?

What kind of trainings would you like to see from the LACDP and the Organization Committee?

**Club/Organization Membership Roster Template**

Name of Club/Organization: \_\_\_\_\_

Please use the following template to format your club/organization membership roster on Microsoft Excel (A Microsoft Excel template is downloadable at [www.lacdp.org/democratic-club](http://www.lacdp.org/democratic-club) or available by contacting [chartering@lacdp.org](mailto:chartering@lacdp.org)):

Last Name	First Name	Address	City	State	ZIP	AD	SD	CD	Phone, Home	Phone, Work	Phone, Cell	Email	Voting Member (Y/N)	Leadership Position	Dues Status (Paid / Unpaid)
Doe	John	123 Democratic Way	Anytown	CA	12345				888.888.8888				Y	VP	Paid

**Charter Application Checklist**

Name of Club/Organization: \_\_\_\_\_

**Initial      Action Item**

- \_\_\_\_\_ We have fully read and completed the Charter Application Packet.
- \_\_\_\_\_ We have entered our web site and email address on page 1.
- \_\_\_\_\_ We have entered our political reporting ID number(s) on page 1.
- \_\_\_\_\_ We have completed all officer information on page 1 and 2.
- \_\_\_\_\_ We have entered our total voting/non-voting members by Assembly Districts on page 3.
- \_\_\_\_\_ We have attached the current constitution and/or bylaws, which comply with the specific requirements on page 3. (REQUIRED: Even if the constitution and/or bylaws did not change since the previous charter application submission for re-chartering, a copy must be submitted)
- \_\_\_\_\_ We have attached a list of all the Assembly Districts, cities, ZIP codes and precincts (if available) we currently serve on page 4.
- \_\_\_\_\_ We have 20 valid members who have signed page 5. NOTE: This page is mandatory for all Democratic club chartering applications, but not required for PAC charters.
- \_\_\_\_\_ We have briefly answered the background information questions on pages 6.
- \_\_\_\_\_ The president/chair and treasurer have signed page 8.
- \_\_\_\_\_ We have attached the full Democratic club roster (all club members - with all contact information, including name, address, phone/cell, email) in both electronic version (by CD or email to nicholdelgado@lacdp.org and/or chartering@lacdp.org) and printed hard copy in Microsoft Excel formats according to the template provided on page 7. NOTE: The roster is mandatory for all Democratic club chartering applications, but not required for PAC charters.
- \_\_\_\_\_ We have attached a check for the appropriate chartering fee (and late fee, if applicable).
- \_\_\_\_\_ We have turned in the completed form with attachments at least 15 days prior the LACDP Monthly Membership Meeting at which we wish to have the charter application considered for approval.

**Note: All application packets must be received by the LACDP office at least 15 days prior to the LACDP monthly meeting in order to receive charter approval consideration at the meeting.**

**Unless otherwise noted, LACDP Monthly Membership Meetings are held on the second Tuesday of each month at 7:00 PM at United Teachers Los Angeles Auditorium, 3303 Wilshire Bl., 2nd Fl., Los Angeles, CA 90010. Check www.lacdp.org for meeting details.**

**All 2017 charter applications are due January 1, 2017.**

\_\_\_\_\_  
Signature of Club/Organization President/Chair (Required)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Club/Organization Treasurer (Required)

\_\_\_\_\_  
Date