

# 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 2, 2017

The deadline to turn in the required items below is November 2, 2017. They need to be submitted to both your Chartering Authority and the appropriate CDP Regional Director(s). Failure to do so will result in the loss of representation at the 2018 CDP Pre-Endorsing Conferences. All items below must be initialed by the CCO's Chair/President, Treasurer, or Secretary 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" as of July 1, 2017, and submitted by July 15, 2017. List should contain at least the following information: First Name, Last Name, Middle Name or Initial, Registered Address (including City and Zip code), phone, email address, and district information (Assembly, State Senate, and Congressional districts) in which the Potential Representative(s) reside(s).

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

\_\_\_\_\_ Submitted proof that the CCO has a process in its 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 the "Potential Representatives" who were chosen by a process outlined in our CCO's 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 THIS FORM TO BOTH YOUR CHARTERING AUTHORITY AND CDP REGIONAL DIRECTOR(S).  
PLEASE USE CDP'S POTENTIAL REP LIST TEMPLATE (EXCEL) TO SUBMIT YOUR REPRESENTATIVE(S)' INFO.**