

Daughters of Penelope

Supreme Headquarters
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SUPREME CONVENTION DELEGATE/ALTERNATE REPORTING FORM

Chapter # _____ Chapter Name: _____ District# _____

Date Meeting Held: _____ Number in Attendance _____

DELEGATES:

	Name	National ID	Address
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			

ALTERNATES:

	Name	National ID	Address
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			

Signed: _____ Date: _____
Chapter President

Signed: _____ Date: _____
Chapter Secretary

Headquarters Use Only
Membership at Year End: _____
Votes: _____ Received _____

INSTRUCTIONS

Delegates shall be elected by a majority vote of the members present and voting no later than May 31 of each year and the result of said election shall be sent by certified mail to Headquarters postmarked no later than June 1st. Headquarters will accept this delegate form via facsimile if received by 11:50 p.m. June 1st. The fax **MUST have the time and date appearing on it. Form without a date and time will not be accepted.**

IMPORTANT

- 1) Each reporting form must list all Delegates and Alternates elected in order of preference. Such order shall list the member receiving the highest number of votes as Delegate or Alternate #1; the member receiving the second highest number of votes as Delegate or Alternate #2; etc.
- 2) Please type or print information and include National ID Number.
- 3) No more than one (1) Alternate shall be elected for each Delegate to which each Chapter is entitled for presentation. There are no half votes.
- 4) The reporting form must bear a postmark **no later than June 1 of the Supreme Convention Year**. The Chapter Secretary must mail this form to Headquarters via Certified Mail, Return Receipt Requested. If faxed, the form **MUST** bear a time and date. Chapter should retain a copy for their records.
- 5) Delegates & Alternates **MUST** be paid up through **the convention year** to be seated at the convention.

Note: Where a chapter certifies two or more votes to Headquarters as its voting strength, but is entitled to a lesser number of votes as reflected by the records at Headquarters, the Delegate(s) receiving the least number of votes shall receive preferential status as Alternate(s), unless otherwise specified by the chapter in its report.

Article XV, Section 8, Number and Voting Power of Delegates

- a. Each Chapter in good standing with headquarters shall be entitled to the following voting rights in the Supreme Convention:

Members	Votes
12-25	2
26-50	4
51-100	6
101-150	8
151-200	10
201-250	12

- b. The number of delegates to which a Chapter is entitled shall be determined by the number of members for which per capita tax has been paid by January 1 of the convention year.