

# Daughters of Penelope



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## SUPREME CONVENTION DELEGATE/ALTERNATE REPORTING FORM

Chapter # \_\_\_\_\_ Chapter Name: \_\_\_\_\_ District# \_\_\_\_\_

Date Meeting Held: \_\_\_\_\_ Number in Attendance \_\_\_\_\_

### DELEGATES:

	Name	National ID	E-mail
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: \_\_\_\_\_ Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Chapter President
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 31st of each year and the result of said election. The reporting form must be submitted in such a way to prove submission no later than June 1st. Please read below on how to send the form.**

### 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 be submitted in such a way to prove submission no later than June 1st. Chapters can send the form the following ways:
  - a. By mail - to Headquarters via Certified Mail, Return Receipt Requested.
  - b. By fax - fax transmission which form **MUST** bear a time and date.
  - c. E-mail - transmission **MUST** indicate date and time sent.

The 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
8-15	2
16-25	4
26-50	6
51-100	8
101-150	10
151-200	12
201-250	14

- 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.