

Instructions for Candidates

District Board Elections 2019

1. In order to run for office, you must:
 - a. Submit an Application for Candidacy
 - b. Submit a signed Service Agreement
 - c. Submit an official proof of enrollment (not a transcript)
 - d. Caucus.

2. Ballot Printing. Candidates who submit an Application for Candidacy, Service Agreement, and official proof of enrollment will have their names printed on the ballots if materials are submitted no later than March 10, 2020, at 11:59 p.m., Pacific Time.
 - a. Candidates who submit their materials later are still eligible to run, but their names will have to be written in by the delegates.
 - b. Materials may be submitted digitally **by the deadline** by emailing to cnhckimondo@gmail.com, and **originals must be postmarked by the same date and mailed to** Armando Velazquez at 1566 Pine Ave. Unit #101, Long Beach, CA 90813. The "re" should read "Candidate Application."
 - c. Candidates will be sent confirmation of receipt of submissions by email within a few days of receipt.

3. Campaigning and Endorsements.
 - a. Candidates for Executive Office (Treasurer, Secretary, Governor) may seek endorsement from any club(s) in the candidate's home division. Candidates for Lt. Governor are only allowed to seek endorsement from the candidate's home club.
 - b. Campaigning in any medium is prohibited prior to the close of the Opening Session at the District Convention, except that candidates are allowed to mail their Application for Candidacy to clubs once prior to the District Convention.

4. Campaign Materials.
 - a. Candidates who submit materials digitally by the deadline will have their materials included in a booklet printed for all convention attendees ("District-provided Booklet").
 - b. Candidates submitting materials for the District-provided Booklet are limited to one, 8-1/2 X 11 page, in Word, with one-inch margins.

Layout and proofing must be completed by the candidate, and the District-provided Booklet will be printed just as the materials are submitted without editing.

Materials deemed to be a negative reflection on Circle K or the Kiwanis Family, or which include copyrighted images, are subject to rejection for inclusion. We cannot guarantee the quality of how photographs will look after reproduction.

c. The deadline for submission for the District-provided Booklet is March 19, 2020, 11:59 p.m, Pacific Time.

d. Candidates who do not submit materials timely for the District-provided Booklet may choose to distribute campaign materials after the close of Opening Session at the District Convention. Production and distribution of those materials will be at the candidate's personal expense.

e. Candidates who submit materials for the District-provided Booklet may not then distribute additional campaign materials.

5. Candidates' Education Sessions.

a. Candidates are strongly encouraged to attend a Candidates' Education Session. (South – Feb 29, North – March 1)

b. Candidates are also strongly encouraged to talk to the current position holder.

QUESTIONS? Contact Armando Velazquez at cnhckimondo@gmail.com