

NOMINATION CHECK LIST.

Have You Included?	YES/NO
<u>A-Completed Nomination Form including all relevant dates and signatures of</u> 1-District Chairman/Secretary	
2-Nominee	
3-President of National Governing Body, or National Representative if no National Governing Body	
<u>B-District Minutes showing approved nomination of nominee</u>	
Remember this must be <u>District Committee Minutes</u> , NOT just District Executive Minutes.	
1-Are the Minutes signed?	
2-If including just a section of the Minutes please <u>include front page</u> stating relevant meeting dates, nomination section and <u>signed final page</u>	
<u>C-Mission Statement of Nominee.</u> This must NOT exceed 250 words or will be edited or cut by the Administrator to the nearest suitable cut off point.	
<u>D-Up to date photograph of nominee.</u> It MUST NOT BE embedded in the documentation It should be a high-resolution jpeg or original photograph	