

2018 DELEGATES/ALTERNATES REPORTING INSTRUCTION

July 22 - 27, 2018

Atlantic City, NJ
(Harrah's Hotel & Casino)
INSTRUCTIONS



Chapter Membership Representation Votes

Elections must be held during the months of March, April and May. The delegate/alternate reporting form sent in to headquarters must be postmarked no later than June 1, 2018. With respect to facsimiles and Internet e-mails, they MUST be received by Headquarters no later than 11:59pm, Eastern Time, June 1. If June 1 is a Saturday, Sunday or holiday, the next business day by 11:59, Eastern Time shall be accepted.

IMPORTANT

- 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 No. 1; the member receiving the second highest number of votes as Delegate or Alternate No. 2; and so on.
- Please type or print information and **include member ID number.**
- No more than one (2) Alternate shall be elected for each Delegate to which each Chapter is entitled for representation. There are no half votes.
- The reporting form must bear a postmark **no later than June 1, 2018.** The Chapter Secretary must mail this form to headquarters via Certified Mail, Return Receipt Requested. If faxed, it **MUST** bear a time and date. Chapter should photocopy this form for record purposes. **Before mailing or faxing the form, it must be completely filled-out and signed by both the Chapter President and Secretary. WE RECOMMEND SENDING THIS FORM VIA U.S. MAIL.**
- Delegates and Alternates dues **MUST be paid up through 2018** to be seated at the Convention.

Membership Total Count	Voting Strength
From 10 through 25 members	2 votes
From 26 through 50 members	3 votes
From 51 through 100 members	4 votes
From 101 through 150 members	5 votes
From 151 through 200 members	6 votes
From 201 through 250 members	7 votes
From 251 through 300 members	8 votes
From 301 through 350 members	9 votes
From 351 through 400 members	10 votes
From 401 through 450 members	11 votes
Plus an additional vote for each additional 50 members	

NOTE: Where a chapter certifies two or more votes to Headquarters as its total 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.

Fax To:
Order of AHEPA
Executive Director
202-232-2140
Email form to: admin@ahempa.org

Mail To:
AHEPA Headquarters
Attn: Executive Director
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