

DEPARTMENT CONVENTION

ELECTION OF DELEGATES FOR DEPARTMENT CONVENTION

- ❖ **Elect Delegates and Alternates using membership count as of the date of the election.**
- ❖ Elect delegates at a regular meeting held not less than 30 days before the beginning of the Department Convention. (April meeting) (Sec. 303 National Bylaws)
- ❖ Elect one delegate and one alternate for every 15 members or FRACTION thereof: (PER DEPARTMENT BY LAWS) (Sec 303 National Bylaws)
- ❖ (Example: Auxiliary has 100 members paid on the date of the election of delegates) 100 divided by 15 equals 6.67 - Auxiliary is entitled to 6 delegates plus 1 to represent the fraction thereof. Total delegates 7 plus President for a total of 8 Delegates.
- ❖ Auxiliary President is entitled to one vote. (In the absence of the Auxiliary President the Auxiliary Sr. Vice President or Auxiliary Jr. Vice President may cast the Auxiliary President's vote)
- ❖ Department Elected Officers, Past Department Presidents, and District Presidents that have their own vote are required to pay delegate fees. In the event that your Auxiliary is paying delegate fees for any of these officers, please list these names separately and include delegate fee in check.
- ❖ **Delegate fee: \$5.00 per delegate** (There is no fee for alternates)
- ❖ Delegate **LIST and CHECK must** be sent to the **Department Treasurer, CINDY ESTELL, P.O. Box 55850, St. Petersburg, FL. 33732**
Delegate list and checks must be in the hands of the Department Treasurer by May 31, 2025.
- ❖ Late mailings may result in an Auxiliary being required to pay delegate fees at the convention, so that delegates can register and vote
- ❖ Auxiliary **must pay** delegate fees for **ALL delegates** the Auxiliary is entitled to, even if only one delegate (or no delegates) plan to attend the convention. (Per National Bylaws – Sec 303)
- ❖ Make all checks for Delegate fees payable to: VFWA or VFW Auxiliary.
- ❖ **AUDITS:** Must be in the hands of the Department Treasurer in order for Auxiliary delegates to vote at the Department Convention.
- ❖ The term of office for an elected delegate shall be for one year from the date of election, until the election of new delegates (Sec. 303) National Bylaws

**DEPARTMENT CONVENTION
DELEGATES AND ALTERNATES**

AUX: _____ DISTRICT#: _____ # MEMBERS: _____ ON DATE OF ELECTION: ____/____/2025

MAIL DELEGATE LIST AND CHECK FOR DELEGATE FEES TO THE DEPARTMENT TREASURER BY **MAY 31, 2025.**

DEPARTMENT TREASURER ADDRESS:

CINDY ESTELL

PO BOX 55850

ST PETERSBURG FL 33732-5850

This will certify that the Delegates and Alternates listed below were duly elected to represent our Auxiliary at the Department Convention to be held June 12-16, 2025.

_____ Auxiliary President (\$5.00 Delegate Fee)

DELEGATE NAME	ALTERNATE DELEGATE NAME
_____	_____
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NOTE: If additional space is needed, print a copy of this form or add names on an additional sheet of paper

Auxiliary President Signature

Auxiliary Secretary Signature

Per Department of Florida Bylaws, each Auxiliary is entitled to one (1) Delegate and one (1) Alternate for every fifteen (15) members or fraction thereof as of the date of election of delegates. Delegate fees are \$5.00 per Delegate plus \$5.00 for the Auxiliary President. Delegate fees must be paid prior to an Auxiliary being able to vote at the Department Convention. Checks and Delegate lists must be sent to the Department Treasurer, Cindy Estell no later than May 31, 2025.