

For candidates in the election of officers on January 6, 2024 ONLY. MUST be received by 5:00 PM, Friday, December 29, 2023.



Fill out, **sign**, and forward to the Secretary:

Barbara Klear
7320 Glenroie Ave #12E
Norfolk, VA 23505
NorfolkDemocrats@gmail.com

Officer Declaration of Candidacy

Name: _____

Home Address: _____

City, State, ZIP: _____

Mailing Address: _____

(if different from home address)

City, State, ZIP: _____

Norfolk Voting Precinct: _____

(ONLY voters registered in Norfolk may apply.)

Phone(s):

Cell: _____ Landline: _____

Email: _____

I am on: Facebook Twitter (AKA X) I accept text messages on my cell phone

Applying for the office of: *(see page 2 for descriptions)*

- Chair Secretary
- Vice Chair Treasurer

There is a \$20 filing fee which counts toward your 2024 dues. The fee may be waived due to financial hardship. Make your check payable to NCDC. Use Act Blue if emailing > <https://secure.actblue.com/contribute/page/ncdc?refcode=website>).

*(Your signature is **required** on page 2.)*

FOR NCDC USE ONLY

Received by: _____ Date: _____

Fee \$ 20 by: Check no. _____ Cash Money order Paid via ActBlue Waived

Description of Offices

Chair: The Chair oversees all operations of the NCDC, and presides over its meetings, as well as those of the Executive Committee. The Chair appoints the NCDC's Area Chairs, subject to full Committee approval. The Chair appoints the chairs of all standing and special committees, subject to Executive Committee approval, and approves all of those committees' members. The Chair is an *ex officio* member of all committees except the Membership Committee. The Chair also signs all contracts, notes and leases on behalf of the NCDC, and may sign drafts or checks for payments.

Vice Chair: The Vice Chair acts as substitute chair in the Chair's absence and becomes Chair upon a vacancy in that office. The Vice Chair is in charge of precinct operations, overseeing the operations of Area Chairs and precinct captains.

Secretary: The Secretary is the keeper of the NCDC's records and membership roster. The Secretary is responsible for recording the NCDC's proceedings, for notifying members of official meetings, and for providing members with the minutes of those meetings. The Secretary is a permanent member of the Membership Committee.

Treasurer: The Treasurer maintains the financial records of the NCDC. The Treasurer is responsible for managing the receipts and disbursements of the NCDC. The Treasurer is also responsible for the NCDC's compliance with all legal financial reporting requirements.

Virginia Democratic Party Plan

"It shall be the duty of every local Committee, as well as each officer and member thereof, to seek the registration of voters, to perfect the Democratic organization within the county or city, and to do all within their power to aid in the victory of the Democratic Party's nominees in all elections, except as otherwise provided in Section 10.9." (Section 8.8)

"No Democratic Committee member or officer of any Democratic Committee shall publicly support, endorse or assist any candidate opposed to a Democratic nominee. In the event any Democratic committee member or officer of any Democratic Committee shall undertake such public activity, the appropriate Democratic committee shall remove said person from office. Such action shall not be taken without at least ten (10) days written notice to the accused member and an opportunity for him or her to refute such charges. In the event that no action is taken against such a person, the district committee shall initiate the necessary action. The Steering Committee may take further action within thirty (30) days after the receipt of a written complaint by any member of the Democratic Party in relation to such matters." (Section 10.8)

I have read the sections of the Party Plan of the Democratic Party of Virginia printed above and understand that as a Committee member I will be called upon to support all nominees of the Democratic Party for as long as I am a member of the NCDC. I understand further that supporting the Party's nominees includes such activities as precinct work, attending events, and assisting at campaign headquarters.

Signature _____ Date _____
(Form is not complete without your signature.)

The following information is required by the Virginia Department of Elections reporting.

Occupation: _____

Name of Employer or Business: _____

Primary City & State of Employment or Business: _____

**2024-25 Officer Declaration of Candidacy
Statement of Qualifications**

Name: _____

Office: _____

Please give a brief statement of your qualifications for, and interest in, holding the above office: