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May 18, 2011

To: All Club Secretaries
From: Pete Horton, Executive Director

On the reverse side is a form on which to designate your club's delegates and alternates to the 91st Annual District Convention to be held at the Town and Country Resort & Convention Center in San Diego, CA, August 18-20, 2011. For your information, we provide below Article IX, Sections 6, 7, 8 and 9 of our District bylaws:

Section 6. At any convention, each chartered club in good standing in the District shall be entitled to seat up to three (3) delegates. Two (2) of the delegates should be the club president and president-designate. To assure proper representation, each chartered club may choose up to three (3) alternate delegates.

Section 7. Official delegates of a newly organized Kiwanis club shall be granted full privileges at District conventions if the charter has been issued by Kiwanis International, whether or not it has been formally presented to such club.

Section 8. The delegates and their alternates shall be active, senior, or privileged members in good standing of the chartered club they represent, and shall be elected by such club not less than thirty (30) days prior to the date of the annual convention or less than fifteen (15) days prior to the date of any special convention. Their election shall be evidenced by a certificate to the District Secretary duly authenticated by the president and secretary of the club. Should any chartered club fail to so certify the election of its delegates and alternates, then the Committee on Credentials shall have the right to determine the seating of the delegates or alternates for such chartered club. A Lieutenant Governor and/or a Past Lieutenant Governor may represent any one club in their division not otherwise represented by three (3) delegates. The status of the Past Lieutenant Governor as a Past Lieutenant Governor shall be certified by the District Governor or the District Secretary.

Section 9. All officers, Past Governors, Secretaries Emeriti and Lt. Governors-designate of the District who are active, senior, or privileged members of a Kiwanis club of the District shall be delegates-at-large to all District conventions.

Delegates-at-large only need to complete the delegate form if they plan to represent a specific club.

We ask that you **do not** name a 2010-2011 Trustee, 2010-2011 Lt. Governor, 2011-2012 Lt. Governor, 2010-2011 District Officer or Past District Governor, who is a member of your club, as a delegate or alternate since they are automatically delegates-at-large. ***As a reminder, if you are having the current Lt. Governor or a past Lt. Governor in your division represent your club as one of your delegates, the same form will be used to certify them as a delegate!***

Please complete and return the enclosed form to the District office at the earliest possible date and before **July 29, 2011**. Any last minute changes or additions of delegate names may be presented to the Credentials Committee at the District convention in the form of a letter signed by the club president and secretary.

No delegate will receive voting credentials for any club that has any indebtedness to Kiwanis International or the Cal-Nev-Ha District. Please ensure your club's financial obligations are paid prior to the convention.

THE REGISTRATION DESK AND CREDENTIALS DESK WILL CLOSE PROMPTLY AT 12:00 P.M. ON SATURDAY, AUGUST 20, 2011.

PCH:jrc

cc: 2010-2011 Board of Trustees; 2011-2012 Board of Trustees; 2010-2011 Lt Governors;
2011-2012 Lt. Governors; Karen Gibbs, Credentials Chairman

Certification of Delegates and Alternates

to the 91st Annual Kiwanis District Convention – San Diego, CA - August 18-20, 2011

THIS IS TO CERTIFY the following members of the

Kiwanis Club of _____, Division _____

are the duly elected Delegates and Alternates of this club for the 91st Annual Convention of the California-Nevada-Hawaii District of Kiwanis International to be held in San Diego, CA, August 18-20, 2011.

Delegate #1 Name: _____

Delegate #2 Name: _____

Delegate #3 Name: _____

No Alternates will be given credentials until the morning of Saturday, August 20, 2011.

Alternate #1 Name: _____

Alternate #2 Name: _____

Alternate #3 Name: _____

*****This is to certify that the above listed club will be represented by the current Lt. Governor or a Past Lieutenant Governor in this division will serve as one of our three (3) elected delegates.**

Lt. Governor or Past Lt. Governor Representative Name: _____

Year Served: _____ Division _____ Kiwanis Club of _____

Verified by District Secretary: _____

Signed: _____

Club President (electronic signature not acceptable)

Signed: _____

Club Secretary (electronic signature not acceptable)

Date: _____

Date: _____

Attention Club Secretaries:

Please complete this form immediately following the election of delegates and alternates.

Keep a copy of this form for your files and forward the original, no later than **July 29, 2011**, to:

Cal-Nev-Ha Kiwanis District Office, 8360 Red Oak Street, Suite 201, Rancho Cucamonga, CA 91730

Alternately, you may email (convention@cnhkiwanis.org) or fax this form (909-989-7779). *Note: If you are emailing this form, an electronic signature is not acceptable. Please sign, scan and email this form with original signatures. If you are emailing or faxing this form, please do not mail this form to the District office.*

Questions? Call: 877-597-1770