

Lions Clubs International Convention

Frequently Asked Questions about Credentials Certification and Voting

1. Who can vote?

Every Lions club in good standing can have a say in the election of executive officers and international directors, as well as on amendments to the association's bylaws. This is accomplished through club representatives at the international convention called "delegates". Clubs can also appoint "alternate delegates" should the delegate not be available to vote on voting day.

2. How can I become my club's delegate or alternate delegate?

Delegate/Alternate Delegate forms will be mailed with your Convention Registration Confirmation. It is recommended that the appointment of delegates and alternate delegates be done by a club vote. All clubs are encouraged to send a representative to the international convention. The form will also be printed in *The Lion* (February & April issues) and on our website beginning in February 2012

3. How many delegates are allowed for my club?

The allowable delegate table specifies the number based on club membership.

4. What do we do with the form?

An authorized club officer should make the required number of copies, **indicate if delegate or alternate delegate**, complete and sign the forms. The delegate/alternate delegate must also sign the form. Return the top portion of the form by **May 1** to: Club Officer & Record Administration Department, Lions Clubs International, 300 W. 22nd Street, Oak Brook, IL 60523, USA. After **May 1**, the delegate/alternate delegate should bring both the top and bottom portions of the completed form to the international convention.

5. Are there additional requirements?

Completing the delegate/alternate delegate form does not mean you are automatically registered for the convention. All delegates and alternate delegates must be registered for the international convention, and pay the full registration fee, before the certification process in the convention city can be completed.

6. I've arrived at the convention center. Now what?

If registered for the convention by May 1, secure your badge holder, program and other registration materials at the Advance Registration Pick-up counters. If not registered, proceed to On-site Registration to register for the convention.

After you have registered, proceed to the Credentials Certification counters. If the signed top portion of the form was mailed by May 1, present the bottom portion along with suitable identification and your convention name badge. If the top portion of the form was not mailed by May 1, present both the top and bottom portions of the completed and signed form at the certification counter along with suitable identification. Delegates will be asked to sign a Credentials Card electronically. One copy will be given to the delegate; the original will be filed for voting day. Alternate delegate must still present their signed forms to be certified, but they will not receive a credentials card.

7. What is “suitable” identification?

Suitable identification can be in the form of a Lions membership card, passport or visa, driver’s license, social security card, national identification card, or travel passes acceptable for travel within a country by citizens of another country.

8. What do I do with the copy of the Credentials Card?

This card will be exchanged for an actual ballot on the morning of voting.

9. What if my delegate form was not signed by a club officer, and one is not in attendance?

If the form was not completed and signed by an authorized club officer before arrival to the convention, then the district governor, district governor-elect or 2nd vice district governor must sign the form in the presence of a Credentials Committee member, in the Credentials Certification Area.

10. When can I complete the certification process?

In Busan the Credential certification counters are open during the international convention from Friday through Monday, 10:00 am to 4:00 pm daily. Due to long lines on Friday morning, delegates and alternate delegates are encouraged to complete the certification process Saturday through Monday when the wait time is minimal. Credentials certification will not be processed on the morning of voting.

11. What if my club needs to change the delegate name submitted?

Clubs can replace delegates or alternate delegates who have not completed the certification process by completing a Replacement Form and submitting it along with a properly completed delegate form. Replacement forms are available on LCI’s website, by request or onsite at the convention.

12. When do I vote?

Voting is held on the final day of the convention from 7:30 a.m. to 10:30 a.m. Delegates must present their copy of the Credentials Card at their assigned counter. The delegate will be required to sign the electronic signature pad and then will be given an official ballot. The delegate will be directed to a voting table to complete the ballot. Ballots are dropped in a sealed box before the delegate exits the voting hall. Ballots are electronically tabulated and results are announced at the final plenary session.

13. This will be my first time voting. Are instructions provided?

Voting instructions, a sample ballot, and a voting demonstration are available in the Credentials Certification area.

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