



## 2003-2004 Kansas Young Democrats Chapter Chartering Packet

**POST OFFICE ADDRESS:**

PO BOX 1914  
TOPEKA, KS 66601-1914

**PHONE:** (785) 234-0425  
kyd@kansasyoungdemocrats.org

<http://www.kansasyoungdemocrats.org>

**OVERNIGHT ADDRESS:**

700 SW JACKSON ST STE 706  
TOPEKA, KS 66603

**FAX:** (785) 234-8420

Dear Young Democrats,

Completion of this packet will provide your chapter active membership in the Kansas Young Democrats.

For Chapters to be Chartered for 2003-2004 and participate in the 2003 KYD State Convention on April 25-26, 2003, this packet must be completed and received at the Kansas Young Democrats State Headquarters by 5 PM on Friday, April 11th. The credentials committee will meet on Saturday, April 12th to review all packets received and shall inform the submitting chapter president within two days the number of votes they are entitled to and notify them of any problems in their packet.

Chapters may still turn in packets after that date and receive a portion of their normal votes. Any packets completed after that time will incur a 15% weekly penalty in the number of votes your chapter may cast at the convention.

Please complete the following **required** forms included in this packet and include your chapters constitution and dues. Also, attach any additional optional information necessary for your chapter to be awarded votes.

1) **Chartering Checklist**

A checklist to take you through the required and optional information for chartering.

2) **Officer List and Membership Certification**

Certification by the County Chair, Chapter President and Chapter Secretary that information in the packet is correct and that the chapter is active.

3) **Membership Form**

A list of names, addresses, phone numbers (optional), birthdates, and signatures of each member in the chapter. (*Minimum of 10 Required*)

4) **Constitution**

A copy of the chapter's constitution.

5) **Annual Dues**

Dues of 25 cents per member payable by money order, cash, or check.

(If Packet is faxed, money must be received before packet will be considered submitted.)

(*New Chapters Excluded - No Payment Necessary*)

If you have any questions concerning this packet, please contact me at (620) 230-0304 or [rjwilson@ksdp.org](mailto:rjwilson@ksdp.org) and I will be happy to answer any questions you may have. Thank you for your participation in the Kansas Young Democrats. I look forward to your membership.

Sincerely,

R.J. Wilson  
KYD Credentials Chair



# Kansas Young Democrats

## Chartering Checklist

***Deadline to receive full votes is April 11, 2003, at 5:00 PM.***

***Penalty is 15% of votes for each fraction of a week, late.***

### Chartering Votes (Section A)

- \_\_\_\_\_ i. Two (2) votes for chartering at the 2001 State Convention (Verified by Committee)
- \_\_\_\_\_ i. Two (2) vote for chartering at the 2002 State Convention (Verified by Committee)
- \_\_\_\_\_ ii. One (1) vote for adopting the KYD Constitution and submitting the Chapter Constitution (required to charter, Article III, Section 3) (Include Chapter Constitution)
- \_\_\_\_\_ TOTAL VOTES FOR SECTION

### Memberships Votes (Section B)

- \_\_\_\_\_ i. Three (3) votes for having a membership of ten (10) or more (required to charter, Article III, Section 3), with signatures from the chapter president and secretary of the membership (Include Signed "KYD Membership Forms")
- \_\_\_\_\_ ii. One (1) additional vote for each additional ten (10) members or a major portion thereof above the original ten (10) (Include Signed "KYD Membership Forms")
- \_\_\_\_\_ iii. One (1) to three (3) votes for increases in membership above the membership that was chartered at the previous state convention, with written verification of recruitment activities from a local party official. For a 1-10% increase, one (1) vote; for an 11-20% increase, two (2) votes; for a 20% or above increase, three (3) votes. (Verified by Committee)
- \_\_\_\_\_ TOTAL VOTES FOR SECTION

### Participation Votes (Section C):

- \_\_\_\_\_ i. Two (2) votes per meeting attended for having all chapter delegates attend state committee meetings. (Verified by Committee)
- \_\_\_\_\_ ii. One (1) vote for having held officer elections since the last state convention with an officer list submitted in this packet, with written verification from the county chair or vice chair (required to charter, Article III, Section 3) (Include "Officers List & Membership Verification")
- \_\_\_\_\_ iii. One (1) vote for participation in a district or county party grassroots activity, voter registration or advance voter drive, with written verification from a party official or grassroots organizer. (Include Verification Letter)
- \_\_\_\_\_ iv. One (1) vote for participation in at least two Democratic or issue campaigns, with written verification by the candidates or campaign coordinators. (Include Verification Letter)
- \_\_\_\_\_ v. One (1) vote for participation in a local community service activity, with written verification from the community service representative. (Include Verification Letter)
- \_\_\_\_\_ vi. One (1) vote for having fundraising activities, including a major fundraiser or a sustaining chapter, with written verification including submission of deposit slips. (Include Verification)
- \_\_\_\_\_ vii. One (1) vote each, for up to two articles submitted to the official Kansas Young Democrats newsletter, with submitted copies of articles submitted. (Include Articles)
- \_\_\_\_\_ TOTAL VOTES FOR SECTION

\_\_\_\_\_ TOTAL VOTES FOR CHAPTER

***(Please complete this form and attach any additional documentation required)***



# Kansas Young Democrats Officer List & Membership Certification

Official Name of Chapter: \_\_\_\_\_

## President

Name: \_\_\_\_\_ Date of Election: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
City/Zip: \_\_\_\_\_, KS \_\_\_\_\_ E-mail: \_\_\_\_\_

## Vice President

Name: \_\_\_\_\_ Date of Election: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
City/Zip: \_\_\_\_\_, KS \_\_\_\_\_ E-mail: \_\_\_\_\_

## Secretary

Name: \_\_\_\_\_ Date of Election: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
City/Zip: \_\_\_\_\_, KS \_\_\_\_\_ E-mail: \_\_\_\_\_

## Treasurer

Name: \_\_\_\_\_ Date of Election: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
City/Zip: \_\_\_\_\_, KS \_\_\_\_\_ E-mail: \_\_\_\_\_

*“I, \_\_\_\_\_, County Democratic Chair or Vice Chair of \_\_\_\_\_ County, certify the above named organization is an officially recognized Young Democrats organization and that the organization is actively engaged in Democratic Party activities in this county. The officers named above are known to me as duly elected officers who were elected by a direct vote of the members of said chapter. Further I certify the information on this form is true and accurate to the best of my knowledge.”*

\_\_\_\_\_  
Democratic County Chair or Vice Chair

\_\_\_\_\_  
Date

*“We, the President and the Secretary of the \_\_\_\_\_ Young Democrats, certify that the membership list included with form is a true and accurate representation of the membership of the organization. Further, we certify that our chapter has ratified the Constitution of the Kansas Young Democrats and has met at least once since the last Kansas Young Democrats State Convention in April 2001. Further we certify the information on this form is true and accurate to the best of our knowledge.”*

\_\_\_\_\_  
Chapter President

\_\_\_\_\_  
Chapter Secretary

