

**Resolution of the Seventh District Democratic Committee  
Calling the 2016 Seventh Congressional District Democratic Convention**

**RESOLVED:**

**By the Seventh District Democratic Committee on a conference call of February , 2016,  
that:**

**I. Call to Convention**

Pursuant to the authority vested in this Committee by the Virginia Democratic Party Plan (State Party Plan) the Seventh District Democratic Committee (Seventh District Committee) hereby calls a District Convention to convene **at 12:00 noon, May 7, 2016,**  
\_\_\_\_\_ in \_\_\_\_\_, **Virginia.**

**The purpose of these District Convention shall be to:**

- A. Elect one person as the Democratic Elector for the 7<sup>th</sup> Congressional District
- B. Elect 3 male delegates and 2 female delegates and 1 female alternate to the Democratic National Convention in Philadelphia, PA
- C. Nominate a candidate as the Democratic nominee to run for the U. S. House of Representatives on November 8, 2016.

**II. Allocation and Election of Delegates and Alternates**

A. This allocation of delegates and alternates shall be used for purpose A and B above, the old 7<sup>th</sup> District. The Seventh District Convention shall be composed of 179 delegates and 45 alternate delegates (alternates) to be elected from Chesterfield County, Culpeper County, Goochland County, Hanover County, Henrico County, Louisa County, New Kent County, Orange County, Spotsylvania County, and Richmond City in accordance with the provisions of this Call. Accordingly, these numbers shall be elected:

35	delegates and	9	alternates from Chesterfield County
10	delegates and	2	alternates from Culpeper County
5	delegates and	1	alternates from Goochland County
23	delegates and	6	alternates from Hanover County
56	delegates and	14	alternates from Henrico County
8	delegates and	2	alternates from Louisa County
4	delegates and	1	alternates from New Kent County
8	delegates and	2	alternates from Orange County
10	delegates and	3	alternates from Richmond City
20	delegates and	5	alternates from Spotsylvania County

B. This allocation of delegates and alternates shall be used for purpose C above, the new 7<sup>th</sup> District. The Seventh District Convention shall be composed of 177 delegates and

43 alternate delegates (alternates) \* ***subject to change by Democratic Party of Virginia***, to be elected from Amelia County, Chesterfield County, Culpeper County, Goochland County, Henrico County, Louisa County, Nottoway County, Orange County, Powhatan County, and Spotsylvania County in accordance with the provisions of this Call. Accordingly, these numbers shall be elected:

3	delegates and	1	alternate from Amelia County
53	delegates and	13	alternates from Chesterfield County *
10	delegates and	2	alternates from Culpeper County
6	delegates and	1	alternates from Goochland County
59	delegates and	15	alternates from Henrico County *
8	delegates and	2	alternates from Louisa County
4	delegates and	1	alternate from Nottoway County
8	delegates and	2	alternates from Orange County
6	delegates and	1	alternate from Powhatan County
20	delegates and	5	alternates from Spotsylvania County *

### III. Pre-filing for Local Delegates and Alternate Delegates

- A. Delegates and alternates shall be elected in accordance with provisions of the State Party Plan and this Call, including gender balance. Those pre-filing to be elected as a delegate or an alternate must state a candidate preference for President and for Congressman at the time of filing or may file for “No Candidate” or for “Uncommitted” for Congressional candidate.
- B. Pre-filing forms shall be made available by the 7<sup>th</sup> District Democratic Committee to the county and city committees at cost. Alternatively, county and city committees may print their own pre-filing form, provided the 7<sup>th</sup> District Democratic Committee approves the form in advance.
- C. A voluntary filing fees may be charged by local and District committees for delegates and alternates to these convention. The State has imposed and \$10.00 fee, the 7<sup>th</sup> District has imposed a fee of \$5.00, and local committees may request a fee not to exceed \$10.00.
- D. The pre-filing deadline shall be 5:00 p.m., Monday, April 9, 2016, for caucuses held on Saturday, April 16, 2016, and 5:00 p.m., Wednesday, April 11, 2016, for caucuses held on Monday, April 18, 2016, 5 p.m. Delegate candidates for 7<sup>th</sup> Congressional Democratic District Conventions shall pre-file with their respective chairs or with designees for such chairs.
- E. Local caucuses can be either organized or un-organized, better known as a “firehouse primary.” Both the date and the type of caucus must be sent to the Chair of the 7<sup>th</sup> CD. Democratic Committee and to the Democratic Party of Virginia my March 15, 2016.

#### **IV. Pre-filing for Elector, National Convention Delegate and Alternate**

Candidates for National Convention Delegate or Alternate must pre-file with the Chair of the 7<sup>th</sup> Congressional District Democratic Committee in person, by mail or by carried by 5 p.m., April 1, 2016, at 2611 Cherrytree Lane, North Chesterfield, VA, 23235

#### **V. Pre-filing for Candidates for the Nomination for Congress**

Candidates for the 7<sup>th</sup> Congressional District Democratic Nominee must pre-file their intent with the Chair of the 7<sup>th</sup> Congressional District Democratic Committee, in person, by mail or by carried by 5 p.m., April 1, 2016, at 2611 Cherrytree Lane, North Chesterfield, VA, 23235 and the candidate must pay a non-refundable filing fee equal to 3% of the salary of a Congressman (\$5,580.00).

#### **VI. Subcommittee Appointed and Empowered to Act**

A special subcommittee consisting of the Chair, First Vice-Chair, Treasurer and such other persons as the District Chair shall appoint is empowered to act for and in the name of the District Committee in making additional plans and arrangements for the execution of the resolution.

#### **VII. Publication, Affirmative Action, Discrimination Prohibited**

The officers and members of the District Committee shall take all reasonable affirmative action to publicize these party activities and retain full participation by all segments of the Democratic Party of the Seventh Congressional District in them. Discrimination on the basis of race, sex, age, color, national origin, religion, ethnic identity, or economic status in the conduct of these activities is prohibited. All Democrats are encouraged to participate in the delegate selection process.

Pertinent parts of this Call shall be publicized in accordance with the Party Plan on the 7<sup>th</sup> District Website, the Democratic Party of Virginia website and county and city committee's websites, through news releases, and any other media to maximize the Democratic voters' participation in these caucuses.

#### **VIII. Rules of District Convention for the Selection of an Elector, National Convention Delegates and Alternates and a Nominee for Congress.**

1. **County and City Calls.** Each County and City Democratic Committee shall provide their Call to Caucus to the 7th District Democratic Committee Chair by March 15, 2016.

2. **Declaration.** All candidates for delegate, and all persons participating in the caucuses, shall sign a Declaration form which includes an affirmation that the person is a resident of, and registered to vote in, the jurisdiction holding the caucus; does not intend to support any candidate who is opposed to the Democratic nominee in the next ensuing general election; is a

Democrat; is not a member of any other political party; and has not participated and will not participate in the nominating process of any other political party for the 2012 general election.

3. **Certification of District Delegates.** Within five days after each caucus, each county and city Democratic Committee Chair shall provide the Chair of the 7<sup>th</sup> District Committee with a certified list of delegates and alternates, including the name, mailing address, telephone number, fax number and/or e-mail address (if available).

4. **Rules and Notice.** Each county and city Democratic Committee within the 7<sup>th</sup> Congressional District shall establish rules for its caucuses in conformity with this call, The Call to the State Convention of the Democratic Party of Virginia, and the State Party Plan. Such rules shall be adopted in a timely manner and shall provide for required public notification of the time, place and method of Delegate selection.

5. **District Convention Committees.** The District Democratic Convention shall be governed by the rules developed by the temporary Rules Committee and rules developed by the permanent Rules Committee and adopted by the Convention and this call and the call to the state convention.

6. The District Committee shall appoint the members of the Credentials and Rules. Each committee shall be composed of 3 members.

7. The **Permanent Chair** shall appoint a **Parliamentarian**, a **Sergeant-at-Arms**, a **Head Teller**, **assistant tellers** and fill any other positions deemed necessary. It shall be the responsibility of the Chair to conduct and expedite the business of the Convention, and to preserve order and decorum. Each delegate is called upon and directed to assist in completing the business of the convention in an orderly and timely manner. The Chair shall be authorized to recess the Convention at any time. The Chair will state, whenever possible, when the Convention is to reconvene. The Chair may recognize special guests at appropriate times.

8. **Filing vacancies in Delegations.** Vacancies in each jurisdiction's delegation may be filled by electing persons within each jurisdiction at the time of the convention. If no one is available from the jurisdiction, anyone who is a voter in the 7<sup>th</sup> District may be elected to fill the vacancy.

9. It shall be the responsibility of each jurisdiction's chair to distribute the credentials for delegates beginning at 11:00 a.m. on the day of the convention.

10. Each jurisdiction's delegation chair or designee will ensure that only the correct number of delegates are seated and voting in the jurisdiction. Should any dispute arise concerning delegate credentials or the number of delegates present, the Chair of the Convention will choose two members from the affected jurisdiction to meet with the Permanent Credentials Committee to resolve the problem and report back to the Chair.

11. Ballots from each jurisdiction will be prepared for each of the following positions:
  1. Elector, 2. National Convention Delegate and Alternate and 3. Nominee for Congress. Once all delegates have voted in a jurisdiction the chairman of the delegation shall tally the votes and when asked announce the vote to the convention. After each vote, the chair of the delegation shall turned over to the Head Teller the paper ballots, and will be maintained by the Convention Chair for at least thirty days.

12. Except as set forth in these rules, the Convention shall be governed by the Virginia Democratic Party Plan, as amended, and Roberts Rules of Order, the Call to this Convention, and the Call to the State Convention.

## **VIII. ORDER OF BUSINESS FOR THE CONVENTION**

- 1. Call to order**
- 2. Convention Convenes using the old 7th CD delegates**
- 3. Pledge of Allegiance**
- 4. Introduction of Temporary Chair and Secretary**
- 5. Welcoming address, introductions and announcements**
- 6. Report of the Credentials Committee**
- 7. Roll Call of delegates by jurisdiction**
- 8. Election of Permanent Chair and Permanent Secretary**
- 9. Report of the Rules Committee**
- 10. Placing the names in nomination for Elector**
- 11. Nominating speeches**
- 12. Election of Elector**
- 13. Divide up by caucus**
- 14. Allocate the Delegates and the alternate to the caucuses**
- 15. Nominating speeches within caucus**
- 16. Election of National Convention Delegates and Alternates**
- 17. Convention recesses 15 minutes**
- 18. Convention reconvenes using the new 7<sup>th</sup> CD**
- 19. Placing the names in nomination for Congressman**
- 20. Speech by candidates**
- 21. Election of a candidate for Congress**
- 22. Adjournment**

Adopted by the Seventh District Democratic Committee on February 20, 2016. Abbi Easter, Chair

Congressional Candidate Pre-Filing Form  
Seventh District – Virginia  
2016

I, \_\_\_\_\_, state that I am a Democrat, that I believe in the principles of the Democratic Party and that I will not support any candidate opposed to a Democrat in the next ensuing election. I also state that I am a registered voter in the Commonwealth of Virginia.

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ ZIP \_\_\_\_\_

MAILING ADDRESS (if different) \_\_\_\_\_

PHONE (H) \_\_\_\_\_ (O) \_\_\_\_\_

(C) \_\_\_\_\_

E-MAIL \_\_\_\_\_

CONGRESSIONAL DISTRICT 7

COUNTY OR CITY \_\_\_\_\_

PRECINCT/WARD \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Filing fee of \$5580.00 and form have been received by the Chair, Abbi Easter.

Chair's signature \_\_\_\_\_ Date \_\_\_\_\_

Paid for by the Seventh District Democratic Committee; Authorized by the Seventh District Democratic Committee