

2010 NATIONAL CONVENTION CREDENTIALS FORM

THIS FORM IS TO BE USED FOR LOCAL SOCIETY CREDENTIALS ONLY! THIS MUST BE POSTMARKED NO LATER THAN MARCH 15, 2010.

IMPORTANT: PLEASE READ THE DIRECTIONS FOR COMPLETING 2010 CREDENTIALS FORM CAREFULLY BEFORE COMPLETING THIS FORM.

NAME OF SOCIETY _____	NUMBER OF MEMBERS _____ <small>(As of February 28, 2010)</small>	STATE _____
Senior Society President _____	Senior Society Vice President _____	
Telephone (____) _____	Telephone (____) _____	
Address _____	Address _____	
E-mail _____	E-mail _____	

Section A: Qualifications for Convention Delegates

Was the 2009 \$10.00 fee paid for the Senior Society President who was duly appointed and confirmed by the Senior National Board of Management? <i>*If not, please send payment with this Credentials Form; make check payable to N.S.C.A.R.</i>	YES / NO*
Were the dues of a majority of the members of your society credited on the books of the Senior National Treasurer not later than February 1, 2010?	YES / NO
Were the dues of all members listed as delegates and alternates credited on the books of the Senior National Treasurer not later than February 1, 2010?	YES / NO

Section B: List of Delegates and Alternates

(All Societies)	Delegate 1: _____	National #: _____
	(Society President or Designated Alternate)	
(All Societies)	Delegate 2: _____	National #: _____
(11-15 Members)	Delegate 3: _____	National #: _____
(16-20 Members)	Delegate 4: _____	National #: _____
(21-25 Members)	Delegate 5: _____	National #: _____
(26-30 Members)	Delegate 6: _____	National #: _____
(31-35 Members)	Delegate 7: _____	National #: _____
(36-40 Members)	Delegate 8: _____	National #: _____
(41-45 Members)	Delegate 9: _____	National #: _____
(46-50 Members)	Delegate 10: _____	National #: _____

***If more than 10 delegates are authorized to vote and intend to attend Convention, use an additional credentials form with a " 2 " next to the Society name.*

Alternates: Any Alternate may be moved to any Delegate position, if necessary.

Alternate: _____	National #: _____
Alternate: _____	National #: _____
Alternate: _____	National #: _____
Alternate: _____	National #: _____
Alternate: _____	National #: _____

We certify that the payments of the 2010 dues of all C.A.R. representatives listed above and the 2010 fee of the Senior Society President duly appointed and confirmed by the Board were sent in time to reach the Senior National Treasurer not later than February 1, 2010. We certify also that the dues for a majority of the C.A.R. members in the society were credited on the books of the Senior National Treasurer not later than February 1, 2010.

Signed _____, Society President Signed _____, Senior Society President

DIRECTIONS FOR COMPLETING 2010 CREDENTIALS FORM

1. There can be no exceptions to the postmark date. PLEASE RETURN THIS CREDENTIALS FORM. This Credentials Form must be postmarked NO LATER than **March 15, 2010**, to be official.
2. This form should be typewritten or printed legibly in **black** ink.
3. To be eligible for representation at the National Convention, a Local Society must have the dues of a majority of the members credited on the books of the Senior National Treasurer no later than **February 1, 2010**.
4. Every Local Society should complete and return this form. If your society members are planning to attend National Convention, **Sections A and B must be completed to ensure your Local Society's credentials are certified.** If no one from your society is planning to attend National Convention, please complete Section A and return this form.
5. National Bylaws, Article X, Section 2 sets forth the voting rules of the National Convention. All accredited member voters of a Local Society may vote on all matters coming before the convention.
6. **National Officers and State Presidents MUST NOT be listed on this Credentials Form.** They vote by virtue of office and should not be elected as Local Society delegates. Their voting credentials will be certified separately by C.A.R. National Headquarters.
7. **National Chairmen do not have a vote by virtue of office.** Therefore, to be entitled to vote at the National Convention, they **MUST** be elected as delegates from their Local Societies.
8. A Society President not in attendance at National Convention may be represented by the respective Society Vice President or an accredited alternate from the same society. A delegate not in attendance may be represented by an accredited alternate from the same society.
9. Except for signatures, a member's name should only appear on this form ONCE. **Do NOT list a member as both an Alternate and a Delegate.**
10. After this Credentials Form is received by the Senior National Chairman of Credentials, changes can be made until the close of voter registration at 9:00 AM, Saturday, April 18, 2010. **ONLY THE SENIOR SOCIETY PRESIDENT IS AUTHORIZED TO MAKE A CHANGE IN CREDENTIALS, AND ALL REQUESTS MUST BE IN WRITING.**
11. An alternate will be accredited as a voter ONLY if the principal is not present at the National Convention. The alternate should bring verification with him/her in writing.
12. Each Local Society is entitled to two (2) voting delegates at National Convention: the Society President (or designated alternate) and a delegate. Additional delegates are allowed according to the membership of the Local Society as follows:

SOCIETIES WITH:	ARE ENTITLED TO A TOTAL OF:
11-15 Members	three (3) votes: President & delegate + 1 additional delegate
16-20 Members	four (4) votes: President & delegate + 2 additional delegates
21-25 Members	five (5) votes: President & delegate + 3 additional delegates
26-30 Members	six (6) votes: President & delegate + 4 additional delegates
31-35 Members	seven (7) votes: President & delegate + 5 additional delegates
36-40 Members	eight (8) votes: President & delegate + 6 additional delegates
41-45 Members	nine (9) votes: President & delegate + 7 additional delegates
46-50 Members	ten (10) votes: President & delegate + 8 additional delegates
*For each additional 5 members (example 51-55 members-numbers inclusive) you get one (1) additional delegate vote	
**If more than 10 delegates are authorized to vote and intend to attend Convention, use an additional credentials form with a " 2 " next to the Society name.	

13. The Credentials Form must be signed by **both** the Society President and the Senior Society President to be official.