



# DELEGATE SUBSTITUTION FORM

## Regional and Annual Conferences

Should you not be able to attend Conference and wish to pass your delegateship to another, please complete the details below and be sure to sign this form before passing it to the appropriate person to endorse.

(Electorate Chair for Electorate delegates or Regional Chair for Regional Delegates).

\_\_\_\_\_  
(Name of Delegate)

\_\_\_\_\_  
(Electorate)

hereby appoint \_\_\_\_\_  
(Name of substitute who is a financial member of the Party and consents to taking the position)

Address \_\_\_\_\_

Phone: Work/Home/Cell \_\_\_\_\_

As my Substitute Delegate

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Delegate)

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Substitute Delegate)

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
(Regional Chair/Electorate Chair)  
(if form is for a branch delegate, R62(a), R 77 (a) - can be approved by Branch Chair)

**Please note Rules 17(c), (g) & (i) which relate to the appointment of a Substitute and read as follows:**

Rule 17 (c): If a person is a delegate to an Annual, Special or Regional Conference or Regional Council or Electorate Annual General meeting and is unable to be personally present, that person may appoint a substitute to attend and vote in his or her place. The substitute must be a current Party member, and subject to Rule 27 and subclause (i); no other qualifications to act as a substitute shall apply.

Rule 17 (g) To effect substitution the original delegate must nominate in writing a named person, who must consent to taking the position. The Chair of the Region, Electorate or Branch concerned must approve the substitution in writing. The original delegate must sign the nomination of a substitute in writing, by original, faxed or electronic means.

Rule 17 (i) If an Electorate elects at an Annual General Meeting a reserve list of delegates then those shall be used for replacements unless the original delegate has exercised the power of appointment of a substitute subject only to approval of the Electorate Chair.

**Please also note Rule 27 regarding voting at conferences:**

Rule 27 Each of the persons described in the preceding rule shall be entitled to be a delegate able to exercise one vote at Conference. All delegates to a Conference shall register as delegates and all registrations must be received by the Board no later than the time of the commencement of the Conference to enable such person to attend and participate in the business of the Conference.