



ZONTA
INTERNATIONAL
DISTRICT 1
EMPOWERING WOMEN
THROUGH SERVICE & ADVOCACY

Instructions for Delegate, Alternate and Proxy Forms

The *Bylaws of Zonta International*, Article XIII, Districts, Section 11, Meetings, reads as follows:

(4) **Conference Voting Members.** The voting members of the district conference shall be elected district officers and the delegates of each club in good standing.

(a) Clubs. Each club shall be entitled to one (1) delegate and one (1) alternate. If, as of the date specified by the district for the payment of dues { Article XIII, Section 5 (a) }, the membership of any club exceeds thirty (30) members, the club shall be entitled to a second delegate and alternate. If the membership exceeds sixty (60) members, the club shall be entitled to a third delegate and alternate.

Delegates and alternates shall be elected by the club they represent. A member of the district board shall not be a club delegate or alternate.

(b) Proxies. A club may be represented by one (1) proxy at a district conference. No club may be represented by proxy at more than two consecutive conferences. A club may carry the proxy votes from no more than two other clubs.

Forms for the delegate(s) and alternate(s) are included in this mailing. If your club is sending delegate(s), the forms are to be filled out and the bottom half mailed to **District Secretary Millicent Blum by September 30, 2017**. Please note that each club will need to elect the delegate(s) and alternate(s) at its September meeting and mail them right after the meeting to meet this deadline. Each delegate and alternate should carry the top half of her form to the Conference for presentation at the Credentials desk at the Conference. Delegates will have designated seating during all business meetings.

If your club must vote by proxy, first arrange with another club in the district to carry your proxy. Then fill out the attached form and send no later than **September 30, 2017** to:

Millicent Blum, District Secretary
31 Pine Crest Drive
Lenox, MA 01240

Delegates carrying proxies are reminded that they are to present a written conference report to the club(s) they are representing in addition to their own club.



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Club Proxy Form
2017 Zonta District Conference

The Zonta Club of _____ requests representation by proxy for all business to be conducted at the District 1 Conference to be held **in Pittsfield MA, on October 20 through October 22, 2017**, and further requests that the proxy vote be assigned to the Zonta Club of _____. We understand that should our club be in arrears for dues, fees, invoices or other assessments owed to Zonta International and/or District 1 prior to the date of the Conference, the Club carrying our proxy will not be allowed to vote on our behalf.

Club requesting a proxy representation:

President: _____
(signature)

Secretary: _____
(signature)

Date: _____

Date: _____

Club carrying the proxy vote:

President: _____
(signature)

Secretary: _____
(signature)

Date: _____

Date: _____

After completing this form please send by September 30, 2017 to:

Millicent Blum, District Secretary
31 Pine Crest Drive
Lenox, MA 01240



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Conference Credentials
2017 Zonta District Conference
Delegate

Area #: _____ Club#: _____

Club Name: _____ Name of Delegate: _____

Signature of Club President: _____ Date: _____

Signature of Club Secretary: _____ Date: _____

Present this half when you check in at conference to pick up your voting cards and ribbons.

(cut here)

Conference Credentials
2017 Zonta District Conference
Delegate

Area #: _____ Club#: _____

Club Name: _____ Name of Delegate: _____

Signature of Club President: _____ Date: _____

Signature of Club Secretary: _____ Date: _____

After completing this form, please send bottom half by *September 30, 2017*.

Millicent Blum, District Secretary
31 Pine Crest Drive
Lenox, MA 01240



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Conference Credentials
2017 Zonta District Conference
Alternate

Area #: _____ **Club#:** _____

Club Name: _____ **Name of Alternate:** _____

Signature of Club President: _____ **Date:** _____

Signature of Club Secretary: _____ **Date:** _____

Present this half when you check in at conference to pick up your voting cards and ribbons.

(cut here)

Conference Credentials
2017 Zonta District Conference
Alternate

Area #: _____ **Club#:** _____

Club Name: _____ **Name of Alternate:** _____

Signature of Club President: _____ **Date:** _____

Signature of Club Secretary: _____ **Date:** _____

After completing this form, please send bottom half by September 30, 2017 to:

Millicent Blum, District Secretary
31 Pine Crest Drive
Lenox, MA 01240