

WILFRID LAURIER UNIVERSITY

STUDENTS' UNION

A stylized blue falcon head logo, facing right, with a sharp beak and a single eye. The falcon's head is integrated into the end of the word 'UNION' in the main title.

NOMINATION PACKAGE

STUDENTS' UNION

REFERENDUM CHAIR

Key Dates:

- **Nomination Packages due** – January 6, 2023 at 12:00pm (noon)
- **All Candidates Meeting** – January 8, 2023 at 7:00pm
- **Campaign period** – January 8, 2023 (A half hour following the conclusion of the All Candidates Meeting) to January 24, 2023 at 7:30 am
- **Voting Days** – January 24, 2023 at 8:00am to January 26, 2023 at 8:00pm.
- **Results Night** – January 26, 2023 at 9:00pm.

Expenditures and Reimbursements:

Referendum Chairs are limited to expenses, sponsorships, and gifts-in-kind totalling **\$150**.

The Chief Returning Officer or their designate must approve in advance all promotional materials used for campaigning, regardless of the medium.

Referendum Chairs will be reimbursed for 100% of approved campaign expenses, unless the maximum allowable limit is surpassed.

Referendum Chairs are required to submit receipts in order for campaign materials to be reimbursed.

Referendum Chairs who wish to utilize posters on campus for campaigning are limited to a maximum of **50** copies (You are responsible for following Laurier's poster policy and for removing all posters following the election).

All social media platforms (accounts) intended for campaigning and promotional use must be declared, approved, and registered with the Chief Returning Officer, or their designate prior to use.

****It is your responsibility to review the 2023 Election Policy in detail to understand all campaigning and expenditure guidelines, and the process for demerits and appeals****

Required Documents:

In this package you will find the documents that you are required to complete and submit in order to fulfill your nomination and qualify as a Referendum Chair:

- Nomination Form**
- Proof of Registration**
- Proof of Age**
- Signature Page**
- Choice of Agent**
- Proof of Registration – Agent**
- Scrutineer Registration Form (optional)**

In addition, you are required to read the **2023 Elections Policy** and utilize it as your guide for campaigning.

To better understand the Students' Union and the Board of Directors you are strongly encourage to familiarize yourself with:

- Students' Union Constitution
- Students' Union Strategic Plan 2020-2025



Nomination Form

Referendum Chair Name: _____

Referendum Question: _____

WLU Student #: _____

E-mail Address: _____

Local Phone Number: _____

I, _____, hereby declare my nomination for Referendum Chair. I understand and will comply with the Election Policy, and all other relevant policies and procedures of the Students' Union and Wilfrid Laurier University. In support of my candidacy I have completed and submitted the required documents contained in this nomination package.

Signature of Referendum Chair: _____

Date: _____

All Referendum Chair Nominations must be accompanied by 10 signatures

THIS FORM MUST BE RETURNED IN PERSON TO THE SU DESK AT THE STUDENTS' UNION OFFICE IN BRANTFORD OR WATERLOO (ATTN: CHIEF RETURNING OFFICER) OR BY EMAIL TO sucro@wlu.ca AND suboardchair@wlu.ca BY JANUARY 6, 2023 at 12:00pm (noon).



Proof of Registration

Referendum Chair Name: _____

WLU Student ID: _____

I, _____, understand and will comply with the Election Policy and all other relevant policies and procedures of the Students' Union and Wilfrid Laurier University. **By signing this document, I allow the Students' Union to confirm with Wilfrid Laurier University that I am currently a registered undergraduate student at Wilfrid Laurier University, and will remain registered for the Winter 2023 academic term.**

Referendum Chair Signature: _____

Date: _____

THIS FORM MUST BE RETURNED IN PERSON TO THE SU DESK AT THE STUDENTS' UNION OFFICE IN BRANTFORD OR WATERLOO (ATTN: CHIEF RETURNING OFFICER) OR BY EMAIL TO sucro@wlu.ca AND suboardchair@wlu.ca BY JANUARY 6, 2023 at 12:00pm (noon).



Proof of Age

I, _____, will be the age of 18 on or before January 24th 2023.

Signature of Referendum Chair: _____

Date: _____

**This form must be submitted with a copy of government identification bearing the Referendum Chair's name and date of birth.*

THIS FORM MUST BE RETURNED IN PERSON TO THE SU DESK AT THE STUDENTS' UNION OFFICE IN BRANTFORD OR WATERLOO (ATTN: CHIEF RETURNING OFFICER) OR BY EMAIL TO sucro@wlu.ca AND suboardchair@wlu.ca BY JANUARY 6, 2023 at 12:00pm (noon).



SIGNATURE PAGE

This form must be endorsed by 10 members of the Students' Union. It is recommended that you get more signatures than required, as some students may not qualify (e.g. Graduate Students).

We, the undersigned, nominate _____ (name of the proposed Referendum Chair) for the position of Referendum Chair.

	Printed Name	Student Number	Signature
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			

13			
14			
15			

THIS FORM MUST BE RETURNED IN PERSON TO THE SU DESK AT THE STUDENTS' UNION OFFICE IN BRANTFORD OR WATERLOO (ATTN: CHIEF RETURNING OFFICER) BY JANUARY 6, 2023 at 12:00pm (noon)

IF YOU WISH TO SUBMIT THE SIGNATURE PAGE DIGITALLY, YOU MUST UTILIZE A [CHANGE.ORG PETITION](#), AND SUBMIT A COPY OF THE RESPONSES THAT CAN BE CROSS-REFERENCED WITH THE COMPLETED SIGNATURE LIST OF NAMES AND STUDENT IDS ABOVE.

YOUR PETITION SHOULD READ “[CANDIDATE NAME] FOR STUDENTS’ UNION BOARD OF DIRECTORS.”

ALL SIGNATURES MUST BE FROM CURRENT LAURIER UNDERGRADUATE STUDENTS.



Choice of Agent

I, _____ choose

_____ to represent me as my official Agent in the 2023 Students' Union Annual General Meeting. As official Agent, the above person has my permission to act on my behalf if need be. I understand that I am responsible as a Referendum Chair for the actions of my Agent, and will be accountable for their behavior on my behalf during the campaign period.

Signature of Referendum Chair: _____

Date: _____

I, _____, accept the position of

Official Agent for the referendum question:

_____.

As official Agent, I understand that I am bound by the same rules, regulations, policies and procedures as the above-named Referendum Chair.

Signature of Official Agent: _____

WLU Student ID Number: _____

Date: _____

Proof of Registration for the official Agent must be submitted with this form. Any incomplete submissions will not be honored.

THIS FORM MUST BE RETURNED IN PERSON TO THE SU DESK AT THE STUDENTS' UNION OFFICE IN BRANTFORD OR WATERLOO (ATTN: CHIEF RETURNING OFFICER) OR BY EMAIL TO sucro@wlu.ca AND suboardchair@wlu.ca BY JANUARY 6, 2023 at 12:00pm (noon).



Proof of Registration - Agent

Agent Name: _____

Referendum Chair Name: _____

Agent's WLU Student #: _____

I, _____, understand and will comply with the Election Policy and all other relevant policies and procedures of the Students' Union and Wilfrid Laurier University. **By signing this document, I allow the Students' Union to confirm with Wilfrid Laurier University that I am currently a registered undergraduate student at Wilfrid Laurier University, and will remain registered for the Winter 2023 academic term.**

Agent Signature _____

Date _____

THIS FORM MUST BE RETURNED IN PERSON TO THE SU DESK AT THE STUDENTS' UNION OFFICE IN BRANTFORD OR WATERLOO (ATTN: CHIEF RETURNING OFFICER) OR BY EMAIL TO sucro@wlu.ca AND suboardchair@wlu.ca BY JANUARY 6, 2023 at 12:00pm (noon).



Scrutineer Registration Form (Optional)

You are not required to register a Scrutineer

Referendum Chairs may choose to select up to 10 Scrutineers who are students attending Wilfrid Laurier University. All Scrutineers must be registered with the Chief Returning Officer by **January 20, 2023**.

Please be reminded that a Referendum Chair is responsible for the actions of their Scrutineer(s), and any violation of the Election Policy by the Scrutineer(s) will result in a violation for the Referendum Chair.

We, the undersigned, understand and will comply with the Election Policy and all other relevant policies and procedures of the Students' Union and Wilfrid Laurier University.

	Printed Name	Student Number
1		
2		
3		
4		
5		
6		
7		
8		

9		
10		

The portion below is to be filled out by the Referendum Chair.

I, _____, hereby submit for approval the application of the above members of the Corporation as **Scrutineers** for my campaign.

Signature of Referendum Chair: _____

Date: _____

THIS FORM MUST BE RETURNED IN PERSON TO THE SU DESK AT THE STUDENTS' UNION OFFICE IN BRANTFORD OR WATERLOO (ATTN: CHIEF RETURNING OFFICER) OR BY EMAIL TO sucro@wlu.ca AND suboardchair@wlu.ca BY JANUARY 20, 2023