

WILFRID LAURIER UNIVERSITY

# STUDENTS' UNION



## **NOMINATION PACKAGE**

**STUDENTS' UNION**

REFERENDUM CHAIR

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## Key Dates:

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- **Nomination Packages due** – January 14, 2024, at 11:59pm
- **All Candidates Meeting** – January 15, 2024, at 7:00pm.
- **Campaign period** – January 22, 2024, at 8:00am to January 30, 2024, at 7:30 am
- **Pre-Campaign Period Marketing Material Approval** – January 17, 2024, to January 21, 2024
- **Voting Days** – January 30, 2024, at 8:00am to February 1, 2024, at 8:00pm.
- **Results Night** – January 26, 2024, at 9:00pm.

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## Expenditures and Reimbursements:

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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 2024 Election Policy in detail to understand all campaigning and expenditure guidelines, and the process for demerits and appeals\*\***

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## Required Documents:

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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 **2024 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](mailto:sucro@wlu.ca) AND [suboardchair@wlu.ca](mailto:suboardchair@wlu.ca) BY JANUARY 14, 2024 at 11:59pm.**



## 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 2024 academic term.**

Referendum Chair Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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## Proof of Age

I, \_\_\_\_\_, will be the age of 18 on or before January 30, 2024.

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.*

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## 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
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**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.*

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## 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 \_\_\_\_\_

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## 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 22, 2024**.

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
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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: \_\_\_\_\_

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**ALL SIGNATURES MUST BE FROM CURRENT LAURIER UNDERGRADUATE STUDENTS.**