

**COLORADO STATE COUNCIL**

**CREDENTIALS GUIDELINES**

**FOR VOTING AT CSC CONVENTION**

1. Validate each Chapter or Council is in good standing with Colorado State Council (CSC).

* Dues are due and payable by December 1 annually.
* The information is provided by the CSC Treasurer/Disaster Fund Chair.

2. Before giving the official ballot to the Delegate, record in the upper left-hand corner the Chapter/Council name, number, charter city and **NUMBER OF VOTES** to be cast CSC Bylaws, Article XV, Section 3.

3. Inform Delegates that this is the only ballot they will receive. It is their responsibility to keep the ballot secure, a duplicate will not be issued.

4. Present Delegates with the voting procedure. They must have the ballot with them at voting time, following the First General Assembly of the CSC Convention.