

MEMO



**Alberta-NWT Command
Royal Canadian Legion**
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Date: 13 January 2012
To: All Branches
From: Tammy Wheeler, Executive Director
Re: Dominion Convention June 9-13, 2012 in Halifax, Nova Scotia

Dominion Command sent out the Convention Call package in December. It is also posted on Dominion's website at www.legion.ca

Resolutions

Resolutions must be sent directly to the Alberta- NWT Command Office by **January 31, 2012**. Refer to the Manual of Information for assistance in writing resolutions.

Credentials

Completed credential certificates must be sent to Alberta-NWT Command by April 1, 2012. Branches that will not be sending delegates to convention should send their credential certificate to Alberta-NWT Command so another delegate can carry the proxy vote. **Do Not** fill out the names on the back in case the person chosen already has their limit of proxies, attach the names on a separate piece of paper. Whenever possible, the branch votes will remain with members in their district.

Proxy Votes

Sections 911, 912 and 913 of The General By-laws provide:

911: Any delegate, accredited by the branch of which he is a member, may carry, in addition to his own credentials, up to four proxy credentials. These proxies may be from any branch or branches within his/her own Provincial Command.

912: Proxies must be registered at the opening of the convention and may only be used when an election ballot vote is required.

913: Every proxy, to be valid, shall include a credential certificate naming the delegate entitled to register such proxy.

A branch that wishes to be represented by proxy must complete a credential certificate in order that the delegate designated as the holder of the proxy can make use of the vote(s) at their disposal. Strict attention to this requirement will prevent delay and possible disappointment when credentials are being examined by the Convention Credentials Committee.

Important Note: In order for a delegate to carry proxies, the person must be an accredited delegate of their own branch.

Registration fees

The registration fee established for the 2012 Dominion Convention is \$50.00 for each delegate and \$15.00 for each observer. The fee is to be paid at the time of registration in Halifax. **Payment must be made in cash only.** Each delegate will receive a receipt once they pay their fees. The receipt must be handed in at the Alberta-NWT Command Registration desk. If a branch needs to have proof of attendance, the delegate must use their accredited delegate card because the receipt will **NOT** be given back to the delegate.

Accommodations

Each delegate is responsible for making his/her own hotel reservations. The deadline for making hotel reservations is **April 16, 2012**. Refer to the convention call package that was mailed out or the one posted on Dominion's website at www.legion.ca for a list.

Delegates and observers not requiring accommodation must inform the Alberta-NWT Command of their attendance in order that their names can be included on the master attendance list. This requirement also applies to those persons traveling by motor home.