

Rules for the Virginia Beach Democratic Committee (VBDC) Unassembled Reorganization Caucus

1. All times shall be read from the official clock located in the check-in area.
2. The doors of the caucus room will open and the certification process will begin at 7:10 p.m., Thursday, December 8, 2011.
3. The doors to the caucus meeting room will be closed promptly at 8:00 p.m. Persons standing in line to complete a Caucus Participation Form at the time the doors close will be allowed to complete their forms and participate in the caucus. The sergeant-at-arms will issue a five minute warning at 7:55 p.m.
4. Every person who participates in the caucus must complete a Caucus Participation Form and sign a statement that says they are a registered voter, a Democrat, that that says that he or she is a Democrat, is a registered voter of the District, believes in the principles of the Democratic Party, and that he or she does not intend to support a candidate opposed to the Democratic nominee in the next ensuing election.
5. Ms. Tyra Fitch shall act as the permanent chair of the caucus.
6. The secretary of the VBDC shall act as the permanent secretary of the caucus.
7. The permanent chair shall appoint a tellers committee and a credentials committee. The credentials committee will register all participants. The tellers committee will be responsible for the balloting process.
8. Only those slates properly filed as a slate on or before the deadline will be recognized as such and included on the ballot.
9. Ballots will be prepared listing the first name, middle initial, and last name of each candidate properly filed in alphabetical order. Each name will be numbered. Slates will appear at the bottom of the ballot and designated as "Slate A," "Slate B," etc. It is prohibited to give any preferential treatment to any slate and none will be listed as the "official slate."
10. Caucus participants will be instructed when they are given a ballot as to the maximum number of candidates for whom they may vote. Those wishing to vote for a slate may mark only the slate in the appropriate space provided. Ballots showing votes of more candidates than are allowed will be declared invalid. If a slate is offered which does not contain the maximum number of candidates, a participant may vote for the slate simply by marking in the appropriate space and then marking the names of other candidates listed in alphabetical order so long as the maximum number is not violated.
11. Caucus participants may vote for individual candidates by placing an "X" beside the appropriate name. They may vote for a slate by placing an "X" on the slate space provided on the ballot.
12. The tellers committee shall count the ballots and report the results to the permanent chair. The permanent chair will announce the results to the membership and report the results to the Democratic Party of Virginia.
13. There shall be no campaigning inside the caucus room or check in area.
14. There will be no Press or Observers permitted in the room in which balloting takes place.
15. Tie votes will be decided by the flip of a coin.