

**Rules and Procedures for the Election of the  
United Conservative Association  
Board of Directors**

**2024 AGM**

**Red Deer, Alberta**

**November 1, 2024 – November 2, 2024**

Adopted by the United Conservative Association Board of Directors  
August 27, 2024

## **1. DEFINITIONS**

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- 1.1. “AGM” means the Annual General Meeting and convention of the Association, to be held November 1, 2024 – November 2, 2024 in Red Deer;
- 1.2. “Association” means the United Conservative Association;
- 1.3. “Bylaws” means the Bylaws of the Association;
- 1.4. “Board” means the Board of Directors of the Association;
- 1.5. “Board Election” means the election for the positions provided for in these Election Rules;
- 1.6. “Board of Directors Application Form” means the form, attached as Schedule B, that an individual must submit to stand for election.
- 1.7. “Board of Directors Candidate Certification” means the form, attached as Schedule D, provided to an individual who has been certified as a Candidate.
- 1.8. “Candidate” means an individual who is certified under section 5 of these Election Rules as a candidate for election;
- 1.9. “Election Rules” means these rules and procedures for the Board Election.
- 1.10. “Elections Committee” means the committee appointed to oversee the Board Election pursuant to section 2 of these Election Rules;
- 1.11. “Executive Director” means the Executive Director of the Association;
- 1.12. “Member” means a member of the Association as defined in Article 4 of the Bylaws; and
- 1.13. “Returning Officer” means the individual appointed to administer the Board Election pursuant to section 2 of these Election Rules.

## **2. ELECTION OFFICIALS**

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- 2.1. The Elections Committee shall:
  - 2.1.1. be comprised of five (5) Members appointed by the Board on the advice of the Executive Director;

- 2.1.2. elect a chair and retain a Returning Officer;
  - 2.1.3. oversee the conduct of the Board Election and the Returning Officer to ensure that the process is fair, impartial, and conducted in accordance with these Election Rules;
  - 2.1.4. establish such further rules and procedures for the conduct of campaigns and as authorized pursuant to these Election Rules;
  - 2.1.5. maintain confidentiality;
  - 2.1.6. remain impartial throughout the election process; and
  - 2.1.7. be ineligible to become a Candidate.
- 2.2. The Returning Officer shall:
- 2.2.1. be appointed by the Elections Committee;
  - 2.2.2. oversee the conduct of the Board Election and ensure that the process is fair, impartial and conducted in accordance with these Election Rules;
  - 2.2.3. appoint impartial persons to assist with the conduct of the Board Election;
  - 2.2.4. maintain confidentiality;
  - 2.2.5. remain impartial throughout the Board Election;
  - 2.2.6. at his or her discretion, impose a fine or penalty of not more than two hundred and fifty dollars (\$250.00) against a candidate for failing to comply with these Election Rules or rules and procedures established by the Elections Committee; and
  - 2.2.7. declare the winners of the Board Election.
- 2.3. All submissions to the Elections Committee to be made pursuant to these Rules shall be sent to:

Elections Committee, Annual General Meeting  
United Conservative Association  
#203, 2915 – 21 Street NE  
Calgary, Alberta T2E 7T1  
Email: [returningofficer@unitedconservative.ca](mailto:returningofficer@unitedconservative.ca)

- 2.4. All submissions to the Returning Officer to be made pursuant to these Rules, prior to the AGM, shall be sent to:

Returning Officer, Annual General Meeting

United Conservative Association  
#203, 2915 – 21 Street NE  
Calgary, Alberta T2E 7T1  
Email: [returningofficer@unitedconservative.ca](mailto:returningofficer@unitedconservative.ca)

### **3. BOARD OF DIRECTORS**

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- 3.1. Pursuant to Article 7 of the Bylaws, the following positions will be filled at the AGM pursuant to these Election Rules:
  - 3.1.1. Chief Financial Officer
  - 3.1.2. Vice President (Membership)
  - 3.1.3. Vice President (Policy and Governance);
  - 3.1.4. Five (5) directors consisting of one (1) from each of the following regions (as further defined in Schedule “A”): Edmonton; northern Alberta outside of Edmonton; central Alberta; Calgary; and southern Alberta outside of Calgary.
- 3.2. The term of all directors elected to positions set out in section 3.1 of these Election Rules will expire at the conclusion of the Association’s second AGM after this AGM as set out in Article 7.8 of the Bylaws – the 2026 AGM.

### **4. CANDIDATE ELIGIBILITY**

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- 4.1. In order to stand for election, an individual must:
  - 4.1.1. Submit to the Returning Officer a complete Board of Directors Application Form (Schedule B) no later than 5 p.m. Mountain Time on September 30, 2024 which shall include:
    - 4.1.1.1. The individual’s personal contact information and must specify the position that the individual intends to contest;
    - 4.1.1.2. A complete Nomination Petition (Schedule C), comprised of the signatures of twenty-five (25) Members in good standing of the Association who support their nomination;
    - 4.1.1.3. A two hundred fifty dollar (\$250.00) compliance deposit, payable by cheque or e-transfer to the “United Conservative Association”, which amount shall be returned to the individual,
      - (i) immediately, if they are not certified as a Candidate, or
      - (ii) after the AGM or their withdrawal as a Candidate provided that they comply with these Election Rules and all other related

rules and procedures; and

4.1.1.4. A signed performance and confidentiality agreement that includes an undertaking to comply with the Election Rules. (Schedule D)

4.1.2. Have their ordinary residence in the province of Alberta and, if contesting one of the positions set out in Article 7.3(i) of the Bylaws, have their ordinary residence in the region for which they are seeking election; and

4.1.3. Have registered to attend the AGM.

## **5. CANDIDATE CERTIFICATION**

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5.1. Upon receiving a Board of Directors Application Form, the Returning Officer shall confirm to the individual that their submission is complete (Schedule E) or, where the submission is incomplete, shall return the submission to the individual.

5.2. However, where a submission is received prior to the deadline set out in section 4.1.1 that is, in the opinion of the Returning Officer, only inadvertently incomplete but which in the ordinary course may not be possible to complete by the deadline, the Returning Officer may allow individual a brief extension to complete the submission.

5.3. The Returning Officer shall certify all eligible individuals who meet the criteria of section 4 not later than 5 p.m. Mountain Time on October 4, 2024 and shall deliver to them a Board of Directors Candidate Certification (Schedule F).

5.4. In the event that there is exactly one (1) Candidate for a position, that Candidate shall be acclaimed. If there are no Candidates for a position, the Returning Officer shall extend the deadline for applications for that position for a maximum of seven (7) further days.

5.5. The Executive Director shall provide notice of the Candidates for each position to the Members not later than twenty-one (21) days prior to the start of the AGM. A list of all Candidates in the Board Election shall also be posted to the Association's website as soon as is practicable.

## **6. ELIGIBLE VOTERS**

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6.1. Only those Members in good standing who are registered for the AGM, and who were members on Thursday, October 10, 2024 at 11:59 p.m., shall be eligible to vote in the Board Election. For the purposes of electing regional directors, Members will only be able to vote for the directors in the region where they ordinarily reside.

6.2. The Returning Officer or their designate shall validate the credentials of Electors. To

prove their eligibility, Electors must provide either one piece of photo identification with their name and address or one piece of photo identification with their name and photo and a separate document that provides their name and address. Photo identification must be issued by the Government of Alberta or the Government of Canada. The returning officer may waive this requirement on an individual basis where the Elector is otherwise known, or other exceptional circumstances apply. Statutory declarations in lieu of proper credentials will not be allowed. The Board Election Committee may provide supplementary rules and instructions to credential Electors.

## **7. MEMBERSHIP LISTS**

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- 7.1. No later than Monday, October 14, 2024, the Executive Director shall provide each Candidate with a list of the Members who have registered for the AGM or, if contesting a regional director position, a list of the Members who have registered for the AGM from the region for which the Candidate is seeking election.
- 7.2. The Executive Director shall ensure that a reasonable attempt is made for the list to include the name, residential mailing address, and primary telephone number of each member. Email addresses will not be included.
- 7.3. Candidates shall use the list, and shall ensure that it is used, only for purposes of their election to Board, and shall not retain, copy or distribute the list after the AGM has concluded.
- 7.4. In order to receive a list of Members, each Candidate must provide a Statutory Declaration (Schedule G) to the Party affirming that they will not use the list of Members for any improper purpose.
- 7.5. Following the conclusion of the 2024 AGM, Candidates who received a list of Members shall provide a supplementary part of the Statutory Declaration (Schedule G) confirming that the membership information has been deleted, that any records containing membership information have been destroyed, that any member of his or her campaign team who had access to the membership information has confirmed the same, and that the list has not been shared with any other individual or third party organization or group prior to the Party returning any portion of their compliance deposit.

## **8. COMMUNICATIONS**

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- 8.1. The Executive Director or their designate will make reasonable efforts, at their absolute discretion, to facilitate email correspondence to all or part of the membership list, as applicable, on behalf of the Candidate.
- 8.2. Any communication transmitted by or on behalf of a Candidate to a Member or member of the public by telephone, text message, facsimile or email must have a timely and

effective mechanism to allow the recipient to opt out of receiving further communication. If any person indicates to a Candidate or any person acting on behalf of the Candidate that they no longer wish to receive any communication from the Candidate, then the Candidate or any person acting on behalf of the Candidate shall no longer transmit any communication to that person.

- 8.3. Candidates are required to comply with all CRTC regulations regarding communication with the public.

## **9. SCRUTINEERS**

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- 9.1. Each Candidate shall be eligible to appoint one (1) scrutineer to monitor the voting and vote counting procedures. A Candidate is not eligible to act as a scrutineer.
- 9.2. The Elections Committee, on the advice of the Returning Officer and Executive Director, shall establish rules for the conduct of scrutineers and shall distribute those rules to the Candidates not less than twenty-one (21) days prior to the start of the AGM.
  - 9.2.1. A scrutineer must be a Member who has registered to attend the AGM.
  - 9.2.2. The Rules for the Conduct of Scrutineers will include a Scrutineer Designation Form. In order to appoint a scrutineer, a Candidate must submit a Scrutineer Designation Form to the Returning Officer no later than 5 p.m. Mountain Time on Thursday, October 31, 2024, or such later time as may be allowed with the prior written consent of the Returning Officer.
  - 9.2.3. Subject to the discretion of the Returning Officer, a replacement Scrutineer may be subsequently appointed where circumstances require.

## **10. VOTING PROCEDURES**

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- 10.1. The vote shall be conducted in secret by preferential ballot (single transferable vote).
  - 10.1.1. In the event of a tie on the first round of balloting, the winner shall be determined by drawing lots.
  - 10.1.2. In the event of a tie on any round of balloting subsequent to the first round, the winner shall be the Candidate who received the highest number of first place selections in the first round of balloting.
  - 10.1.3. In the event of a tie that is not otherwise addressed by the procedures stipulated in 10.1.1 and/or 10.1.2, then the tie shall be resolved by drawing lots.

- 10.2. The Elections Committee, on the advice of the Returning Officer and Executive Director, shall establish rules outlining the time, locations and methods of voting. and shall distribute those rules to the Candidates not less than twenty-one (21) days prior to the start of the AGM.
- 10.3. The Returning Officer shall be responsible for maintaining the integrity of the ballot boxes throughout the voting process and the ballot boxes shall be under his or her care and control.

## **11.CANDIDATE WITHDRAWAL**

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- 11.1. Withdrawals by Candidates shall be accepted and their names shall not appear on the ballot where the Notice of Withdrawal (Schedule H) is signed by the Candidate and is delivered to the Returning Officer no later than 5 p.m. on Monday, October 28, 2024 or such later time as may be allowed by the Returning Officer.

## **12.ELECTION OFFICIALS**

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- 12.1. Except where otherwise provided in these Election Rules, a dispute related to the Board Election arising from or related to the operation or interpretation of these Election Rules and any related rule or procedure shall be heard by the Board Election Committee:
  - 12.1.1. The dispute must be submitted promptly in writing to the Elections Committee by a Candidate, or, where the dispute relates to the refusal of the Returning Officer to certify an individual as a Candidate, by an individual who submitted an application; and
  - 12.1.2. must detail the nature of the dispute.
- 12.2. The decision of the Board Election Committee on the dispute shall be final, binding and not subject to appeal.

## **13.GENERAL**

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- 13.1. In the event of any conflict between the Bylaws and these Rules, the Bylaws shall prevail.



**APPENDIX B – REGIONAL DIRECTOR REGIONS**

**Calgary - City of Calgary**

Calgary – Acadia  
 Calgary – Beddington  
 Calgary – Bow  
 Calgary – Buffalo  
 Calgary – Cross  
 Calgary – Currie  
 Calgary – East  
 Calgary - Edgemont  
 Calgary - Elbow  
 Calgary – Falconridge  
 Calgary – Fish Creek  
 Calgary - Foothills  
 Calgary – Glenmore  
 Calgary – Hays  
 Calgary – Klein  
 Calgary – Lougheed  
 Calgary – McCall  
 Calgary – Mountain View  
 Calgary – North  
 Calgary – North East  
 Calgary – North West  
 Calgary – Peigan  
 Calgary – Shaw  
 Calgary – South East  
 Calgary – Varsity  
 Calgary – West

**Edmonton – City of Edmonton**

Edmonton – Beverly - Clareview  
 Edmonton – Castle Downs  
 Edmonton – City Centre  
 Edmonton - Decore  
 Edmonton – Eilerslie  
 Edmonton – Glenora  
 Edmonton – Gold Bar  
 Edmonton – Highlands - Norwood  
 Edmonton – Manning  
 Edmonton – McClung  
 Edmonton – Meadows  
 Edmonton – Mill Woods  
 Edmonton – North West  
 Edmonton – Riverview  
 Edmonton – Rutherford  
 Edmonton – South  
 Edmonton – South West  
 Edmonton – Strathcona  
 Edmonton – West Henday  
 Edmonton – Whitemud

**Northern Alberta**

Athabasca – Barrhead – Westlock  
 Bonnyville – Cold Lake – St. Paul  
 Central Peace – Notley  
 Fort McMurray – Lac La Biche  
 Fort McMurray – Wood Buffalo  
 Grande Prairie  
 Grande Prairie – Wapiti  
 Lac Ste. Anne – Parkland  
 Lesser Slave Lake  
 Morinville – St. Albert  
 Peace River  
 St. Albert  
 West Yellowhead

**Central Alberta**

Camrose  
 Drayton Valley – Devon  
 Fort Saskatchewan – Vegreville  
 Innisfail – Sylvan Lake  
 Lacombe – Ponoka  
 Leduc – Beaumont  
 Maskwacis – Wetaskiwin  
 Red Deer North  
 Red Deer South  
 Rimbey – Rocky Mountain House -Sundre  
 Sherwood Park  
 Spruce Grove – Stony Plain  
 Strathcona – Sherwood Park  
 Vermillion – Lloydminster – Wainwright

**Southern Alberta**

Airdrie – Cochrane  
 Airdrie – East  
 Banff – Kananaskis  
 Brooks – Medicine Hat  
 Cardston – Siksika  
 Chestermere – Strathmore  
 Cypress – Medicine Hat  
 Drumheller – Stettler  
 Highwood  
 Lethbridge East  
 Lethbridge West  
 Livingstone – Macleod  
 Olds – Didsbury – Three Hills  
 Taber – Warner

# United Conservatives Alberta Strong & Free

## 2024 UCP Board of Directors Election Application

Positions available pursuant to Article 7 of the UCP Bylaws:

- Chief Financial Officer (CFO)
- Vice President (Membership)
- Vice President (Policy and Governance)
- 5 directors – 1 from each of the following regions – Calgary, northern Alberta outside of Edmonton, Edmonton, central Alberta and 1 from southern Alberta outside of Calgary.

**Instructions:** Pursuant to the Board of Directors Election Rules (“**Rules**”), prospective Candidates must complete the following fields fully, legibly, and accurately. The completed application must be accompanied by a \$250 compliance bond paid by cheque payable to the United Conservative Party of Alberta, or via e-transfer to [finance@unitedconservative.ca](mailto:finance@unitedconservative.ca).

**If paying by e-transfer, you must submit confirmation of the e-transfer along with your application.**

**Application Deadline: September 30, 2024**

**Completed forms:** The completed application, can be submitted via email to [returningofficer@unitedconservative.ca](mailto:returningofficer@unitedconservative.ca) or by mail to:

United Conservative Party of Alberta  
203, 2915 21 St NE  
Calgary AB T2E 7T1

You are responsible for ensuring that your application is received by the UCP before the application deadline. Late applications will not be accepted, except where authorized by the Returning Officer pursuant to section 5.2 of the Rules.

**You are required to answer each section completely. Should you require additional space, please attach additional pages.**

## **Personal Information**

**Full Name:** \_\_\_\_\_

**Position Applying for:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Constituency:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Membership # and Expiry Date (if known):** \_\_\_\_\_

## **Motivation**

1. Why do you want to be a member of the Board of Directors?

## **Experience**

2. Political Experience (offices held, party involvement, committee involvement, advocacy)

*Personal and confidential information will not be shared with anyone other than the members of the Nominations Committee and will only be used for the purposes of determining whether an applicant is in good standing with the Party and is eligible to sit on the Executive Committee.*

3. Volunteer Experience (charities, community groups, etc.)

4. Professional Experience (list in chronological order, beginning with the most recent)

5. Board Experience (Board, position, term length, responsibilities)

6. Memberships (clubs, groups, other organizations)

*Personal and confidential information will not be shared with anyone other than the members of the Nominations Committee and will only be used for the purposes of determining whether an applicant is in good standing with the Party and is eligible to sit on the Executive Committee.*

7. Are you an employee of a Member of the Legislative Assembly of Alberta?

Yes      No

8. Are you an employee or contractor of the United Conservative Party of Alberta or other political party?

Yes      No

9. Are there any potential perceived or actual conflicts of interest that would preclude you from holding a board position?

Yes      No

10. Are you able to commit the personal time and resources required to fulfil the expectations of board members (attending events, Board meetings)?

Yes      No

*Personal and confidential information will not be shared with anyone other than the members of the Nominations Committee and will only be used for the purposes of determining whether an applicant is in good standing with the Party and is eligible to sit on the Executive Committee.*

11. Are you willing to sign and adhere to the Code of Conduct the board has established for itself?

Yes      No

## **Confidential Information**

12. Have you ever been arrested or charged with a crime? If yes, please explain why, as well as the ultimate judgement/penalty, if any.

Yes      No

13. Have you ever been convicted of a criminal offense? If yes, please provide details as well as the ultimate judgement/penalty.

Yes      No

*Personal and confidential information will not be shared with anyone other than the members of the Nominations Committee and will only be used for the purposes of determining whether an applicant is in good standing with the Party and is eligible to sit on the Executive Committee.*

14. Have you, or a company for which you and/or your immediate family are the majority owners, ever been the subject of a human rights complaint? If yes, please explain the basis of the complaint and the outcome.

Yes      No

15. Have you ever been the subject of a restraining order? If yes, please explain the circumstances that led to the order(s) being granted.

Yes      No

16. Have you, or a company for which you and/or your immediate family are the majority owners, ever been sued? If yes, please explain why and detail the result of the lawsuit.

Yes      No

*Personal and confidential information will not be shared with anyone other than the members of the Nominations Committee and will only be used for the purposes of determining whether an applicant is in good standing with the Party and is eligible to sit on the Executive Committee.*

17. Have you ever posted, published or recorded comments or materials in public forums (including social media and online forums) that could be considered controversial or that could cause reputational damage to the United Conservative Party of Alberta? If yes, please provide details of **each** instance and include copies or screenshots of all materials.

Yes      No

18. Please provide the web address for all personal websites, blogs, social media accounts (Twitter, Facebook, LinkedIn, Instagram, Snapchat, Twitch, TikTok, etc) and information regarding any and all websites and/or forums for which you are a regular, semi-regular or infrequent contributor.

**I hereby affirm that the information I have provided in this application is true and to the best of my knowledge, and acknowledge that failure to provide complete, accurate and honest accounting of the information in this application may result in the disqualifying from consideration to join the Board of Directors.**

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**Signature**

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**Date**

*Personal and confidential information will not be shared with anyone other than the members of the Nominations Committee and will only be used for the purposes of determining whether an applicant is in good standing with the Party and is eligible to sit on the Executive Committee.*



**2024 Board of Directors Election**  
**Schedule C – Nomination Petition**



**Declaration of Elector:** I, the undersigned, agree that the person named above should be a Candidate in the 2024 United Conservative Party Board of Directors Election. I am a qualified Member of the United Conservative Party and reside at the address written beside my name.

#	Full Name	Full Residential Address (street name, number, city)	Postal Code	Phone	Member Signature	Valid (office use only)
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

\*A qualified Member is an Alberta resident, who is at least 14 years of age, has personally authorized their membership application for the UCP, supports the principles of the UCP, and has paid the prescribed fee either personally or through an immediate family member (spouse, child, or parent). A Member may sign more than one Candidate's Nomination Petition.

## 2024 UCP Board of Directors Election Confidentiality Agreement and Declaration

I, \_\_\_\_\_ (full name), of \_\_\_\_\_ (home address),  
\_\_\_\_\_ (city), Alberta, \_\_\_\_\_ (postal code):

1. Certify that I have read, understand, and agree to abide by the Board of Directors Election Rules ( "**Rules**" ) and any additional rules specified by the Board Election Committee;
2. Acknowledge and understand that members of my campaign team and volunteers are my representatives and are required to follow the Rules, and act honestly and in good faith with a view to the best interests of the UCP. A breach of these obligations by my volunteers and/or members of my team will be considered a breach by myself directly;
3. Agree that I will not to publicly disclose any information concerning the conduct of the Board Election application and election process, information about registered members to attend the AGM, and any information obtained about the voting process prior to the information being distributed to the membership;
4. Agree that I will not disclose to anyone the content of any discussions I have with the Board Election Committee;
5. Understand and acknowledge that use of the party logo is not permitted for the purposes of campaigning for a Board of Directors position;
6. Understand and acknowledge that this agreement and the Rules apply throughout the Board of Directors Election process and a for a reasonable time after its conclusion, and continue to apply in the event that I withdraw my candidacy;
7. Understand that the Board Election Committee will hold personal information imparted to it in confidence and will not disclose it except as necessary to staff, the UCP Board of Directors, or others connected to the Party for the purpose of administration of the Rules or as required by law.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness Name

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Date

\* For purposes of this agreement, "personal information" means information about the particular applicant which is not otherwise generally available to the public

# United Conservatives Alberta Strong & Free

## 2024 Board of Directors Election – confirmation of receipt of application (to be sent via email)

Dear [Applicant]:

Pursuant to section 5.1 of the Board Election Rules (the "Rules"), this email serves as confirmation that the Returning Officer has received your submission and your Application is complete.

Pursuant to section 5.3 of the Rules, the Returning Officer shall review and verify the contents of your Application and will issue a Candidate Certification if all criteria are met, no later than October 4, 2024.

Thank you,

[NAME], Returning Officer  
Election Committee

**SAMPLE**

# United Conservatives Alberta Strong & Free

## 2024 Board of Directors Election Candidate Certification

**Candidate Name:**

**Position Contesting:**

Pursuant to section 5.3 of the Board Election Rules (the "**Rules**") this document serves as confirmation that your Application is complete and you are certified as a Candidate for the 2024 Board of Directors Election.

Certification as a Candidate entitles you to a list of the Members who have registered for the 2024 AGM or, if contesting a regional director position, a list of the Members who have registered for the AGM from the region for which you are seeking election. Such a list shall be provided after the membership deadline on October 10, 2023 and no later than October 14, 2023.

All Candidates are required to abide by the 2024 Board Election Rules and Procedures and are subject to its terms and conditions.

Sincerely,

Chair  
Election Committee

Returning Officer  
Election Committee

## 2024 Board of Directors Election Statutory Declaration for Use of Membership List

### **Part A** (to be completed when **submitting** your Application)

1. This agreement is in respect of the use of a list of Members ("**List**") of the United Conservative Party by a Board of Director's Candidate as defined in the 2024 Board of Directors Election Rules ("**Rules**") and specified in section 7 of those same Rules;
2. The UCP maintains all copyright and ownership of the information contained in a List. Candidates have a limited license to use the List only so long as the person is a Candidate. Further, each Candidate is authorized to use the List only for the purposes of the 2024 Board of Directors Election and not to use the List for any improper purpose whatsoever, including, without limiting the generality of the foregoing, disclosure of the List to any other persons or entities not authorized under the Rules;
3. Candidates shall not retain, copy, or distribute the List after the 2024 AGM has concluded. Any such usage of the List or membership information is unauthorized and the Party may take appropriate action to ensure the integrity of its members' confidential information.
4. Each Candidate is responsible for the proper use of the List and protecting the personal, private, and confidential information contained therein. Each Candidate must comply with all applicable legislation, including the *Personal Information Protection Act*. Candidates are liable to the UCP for any violation of this Declaration and any unauthorized use or disclosure of the List may result in legal action.
5. Each Candidate is responsible for ensuring that their copy of the List is securely destroyed following the conclusion of the 2024 AGM, as well as any copies utilized by members of their campaign team and/or volunteers.
6. Candidates must complete Part A of this Declaration in order to receive a copy of the List, and must complete Part B of this Declaration **after** the conclusion of the 2024 AGM to receive the return of their compliance deposit, pursuant to section 7.4 of the Rules.

In consideration for receiving access to the List, the undersigned Candidate hereby agrees to abide by the terms of this Agreement:

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Applicant Name

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Witness Name

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Applicant Signature

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Witness Signature

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Date

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Date

# 2024 Board of Directors Election Statutory Declaration for Use of Membership List

**Part B** (To be completed **after** the conclusion of the 2024 AGM – Part B is not required when you submit your Application)

I, \_\_\_\_\_ (full name), of \_\_\_\_\_ (full address), \_\_\_\_\_ (city), \_\_\_\_\_ (postal code), affirm the following:

1. Any and all copies of the List and any membership information I received or utilized during my Candidacy for the UCP Board of Directors for the 2024 AGM have been securely destroyed.
2. Any and all copies of the List and any membership information utilized by members of my campaign team and/or volunteers have been securely destroyed.
3. I have provided no other individual or third party with access to any membership information or List provided to me for the purposes of my Candidacy.
4. I understand that receipt of the return of my compliance deposit is contingent on my completing and submitting this Part B to the Board Election Committee via email to [returningofficer@unitedconservative.ca](mailto:returningofficer@unitedconservative.ca).

\_\_\_\_\_  
Candidate Name

\_\_\_\_\_  
Witness Name

\_\_\_\_\_  
Candidate Signature

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

# 2024 Board of Directors Election Candidate Withdrawal

Submitted via email: [returningofficer@unitedconservative.ca](mailto:returningofficer@unitedconservative.ca)

**Attn: Chair of the Board Election Committee and Returning Officer:**

I, \_\_\_\_\_ (Candidate's full name), a Candidate for \_\_\_\_\_ (position) hereby withdraw my Candidacy for the United Conservative Party Board of Directors Election pursuant to section 11 of the Board Election Rules (the "Rules").

I understand that my withdrawal is deemed received upon submission via email to [returningofficer@unitedconservative.ca](mailto:returningofficer@unitedconservative.ca), and further understand that my withdrawal is irrevocable once submitted.

I also understand that the Statutory Declaration I signed as part of my Application for the Board of Directors Election requires that any and all membership information and records I received as a result of my candidacy will be securely destroyed, and that any member of my campaign team who had access to such information will similarly ensure that it is securely destroyed with immediate effect, and such destruction must take place before I am eligible to receive the return of my compliance deposit pursuant to section 4.1.1.3 of the Rules.

I lastly understand that the Performance and Confidentiality Agreement I signed as part of my Application for the Board of Directors Election applies to me for the duration of the Board Election, even though I have withdrawn my candidacy.

I affirm my understanding of the above stipulations and confirm my intention to continue to adhere to the Rules through my signature below.

\_\_\_\_\_  
Applicant Name

\_\_\_\_\_  
Witness Name

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date