2021 CLUB AUTHORIZATION FORM INSTRUCTIONS

On the reverse side you will find the Club Authorization Form. Rather than requiring each voting delegate to have their own Voting Authorization form signed, we request that an MUCC club representative complete **ONE (1) Club Authorization form for all of your club's voting delegates and return it to MUCC by mail or email.**

INSTRUCTIONS:

1. Write the name of your club on the line provided.
2. Write the county in which your club resides on the line provided. If your club does not have a physical location, this should be the county of residence for the main club contact. Write the corresponding MUCC region (see map).
3. Write the address, city, state, and zip code of your club on the lines provided.
4. Provide the phone number and email address of your club or MUCC club representative.
5. List the names and distribution of your club's votes to voting delegates. It is up to you to determine how you would like the votes distributed. If you do not indicate how you would like the votes distributed, the Credentials Committee will distribute them as evenly as possible among your authorized delegates. The number of votes to which your club is entitled is based on dues paid by Records Day. A table with the number of club members and corresponding number of votes is provided at the bottom of the form.
6. Two (2) club officers are **required** to sign the form prior to submission in order to authorize voting delegates to vote for your club.
7. If your club is unable to send club delegates, but would like to send your votes with a proxy voter, please indicate the person who will vote for your club at the bottom of the form. A proxy voter is someone to whom your club authorizes to vote on your club's behalf. This person must be an MUCC member of a club in that region. Each club can send up to one (1) proxy voter. Region 9 (statewide organizations) affiliate club delegates may carry proxy votes for up to one (1) club in another MUCC region if that club is affiliated with both MUCC and the Region 9 club. These proxy votes are only valid on the floor of Convention and not for the purposes of electing officers. If you are planning to send your votes with a proxy voter, the Club Authorization form MUST BE RECEIVED NO LATER THAN JUNE 9, 2021 — **NO EXCEPTIONS.**
8. Mail or email the Club Authorization form to the address or email address provided on the form.

All Club Authorization Forms without proxy voters MUST be received by the beginning of Convention on June 26, 2021. If you have any questions, please contact Ian FitzGerald at ifitzgerald@mucc.org or 517-371-1041.

MUCC

CLUB AUTHORIZATION FORM

Use this form for your club to authorize their voting delegates.
***Must be signed by two officers.**

MUCC Annual Convention Membership Club Information
2021 Voting Delegates **CLUB AUTHORIZATION**

Please use this form to register your club for the Annual Convention. Please list voting delegates on the lines provided below and indicate the percentage of club votes you would like for each of them to carry. Please remit ONLY ONE Club Authorization Form to MUCC for your club.

Club Name: _____

Club County and MUCC Region #: _____

Club Address: _____

Club City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

*These authorized delegates will each still have to submit a registration form with payment.

Delegate 1: _____ # of Club Votes: _____

Delegate 2: _____ # of Club Votes: _____

Delegate 3: _____ # of Club Votes: _____

Delegate 4: _____ # of Club Votes: _____

THIS FORM MUST BE SIGNED BY TWO (2) OFFICERS OF YOUR CLUB AND SHOULD BE RECEIVED NO LATER THAN JUNE 9, 2021. VERBAL AUTHORIZATION WILL NOT BE ACCEPTED.

Signed: _____ Title: _____ Date: _____

Signed: _____ Title: _____ Date: _____

If no members of your club are able to attend, you may authorize an MUCC member from your MUCC region to carry proxy votes for your club. Region 9 (statewide organizations) affiliate club delegates may carry proxy votes for up to one (1) club in another MUCC region if that club is affiliated with both MUCC and the Region 9 club. These proxy votes are only valid on the floor of Convention and not for the purposes of electing officers.

This form MUST BE RECEIVED NO LATER THAN JUNE 9, 2021. Please mark one (1) box below.

☐ No, this club will not have an individual carry proxy votes.

☐ Yes, (print name) _____ will carry proxy votes for this club (this individual must be a registered delegate in order to also carry proxy votes).

MEMBERS	VOTE	MEMBERS	VOTE	MEMBERS	VOTE
10-50	2	751-1,000	7	2,001-2,250	12
51-150	3	1,001-1,250	8	2,251-2,500	13
151-250	4	1,251-1,500	9	2,501-2,750	14
251-500	5	1,501-1,750	10	2,751-3,000	15
501-750	6	1,751-2,000	11	3,001-3,250	16

PLEASE RETURN TO MUCC
VIA MAIL:
P.O. BOX 30235
LANSING, MI 48909
OR
EMAIL: IFITZGERALD@MUCC.ORG