

TO: County Chairs  
FROM: Tom Vogel, Executive Director  
RE: Delegate Selection Process  
DATE: June 11, 2007

As a follow-up to the June 9 meeting, I am sending this brief outline as a reminder.

- Secure a facility for the April 12, 2008 County Convention **NOW**.
- The Convention Call will be sent to all County Chairs **60 days** prior to the convention.
- County Committees must meet and approve the Convention Call and set the **Time** and **Place** for the County Convention. Hopefully the place is already booked.
- Anyone interested in being a delegate to the Democratic National Convention must file with the State Party by **March 21, 2008**. Forms will be available at the State Party and on our website in January, 2008.
- Counties **MUST** advertise, at least twice, in the newspaper the time and place of the convention and that the convention is open to **ALL** registered Democrats.
- All counties **MUST** hold their County Convention on **April 12, 2008. NO EXCEPTIONS.**
- The County Convention will elect the number of delegates and alternates to the State Convention as they are entitled. The delegates and alternates must be evenly divided between men and women and magisterial districts. If there are not enough candidates from a magisterial district, or gender, then the delegates may come from other districts within the county, keeping the number of delegates per district as even as possible.
- The County Convention will also elect one member to each of the four state convention committees, from those elected as state delegates.
- The State Party cannot pay expenses for Delegates to the State Convention.
- State Convention will be held at the Charleston Civic Center on **June 13-14, 2008.**
- Rooms are being held at the Charleston Marriott at a cost of \$88 plus tax per night call 304-345-6500 beginning June 27, 2007, and at the Civic Center Holiday Inn for \$82 plus tax per night call 304-345-0600. I would encourage every county to book rooms for their delegates **NOW**.
- Delegates will Caucus on the evening of **June 13** by congressional district to elect 3 women and 3 men as delegates and 1 alternate to the Democratic National Convention. The caucus will also elect 1 presidential elector. The remainder of the delegates will be selected on June 14.
- National Convention will be held in Denver, Colorado on **August 24-28, 2008.**
- The State Party **cannot** pay expenses for Delegates to the National Convention.