SCRIPT FOR CONTESTED ELECTION

President: "The next order of business is the election of officers. The Secretary will read Sections 5 of Article VI of the Bylaws pertaining to elections."

Secretary: Stands and reads the Bylaws section.

President: "The Nominating Committee Chair will read the report of the Nominating Committee."

Nominating Committee Chair: "Mr./Madam President, the Nominating Committee recommends the following slate of officers: for President, [name]; for Vice-President(s), [name(s)]; for Treasurer, [name]; and for Secretary, [name]." (*The chair hands the written report to the President.*)

President: "For President, [name] has been nominated by the Nominating Committee and [name] was nominated from the floor. Nominations are closed.

The president continues this procedure for each office. If a position is uncontested, you can make a motion to accept those positions before moving forward with a vote on the contested positions.

Allow a few minutes for each nominee to speak for themselves.

President: "As President, I appoint [four people] as tellers for the Teller Committee. Will [specific Teller's name] serve as chair?" (*pause) Teller Committee Report Form is at the end of this section.*

"The voting members will rise and count off. A teller will hand you a ballot as you count off. Please take your seat immediately after saying your number and receiving your ballot. Beginning with the member in the front row to my far left, please say 'one' and then be seated."

"There are [number] voting members present. The candidates for President are [name 1] and [name 2]. Using the ballot provided, write your choice for election, and then individually fold your ballot once. Do not combine or fold any votes together." (*Allow two or three minutes for voting.*)

President: "Have all voted who wish to vote? Will the tellers please collect the ballots?"

Tellers leave to count ballots. The President proceeds with other business until the tellers are ready to report.

President: "The tellers are ready to report."

Teller Committee Chair: "The Teller Committee reports that the number of members eligible to vote is _____. The number of votes cast is ___. The number of illegal votes cast is _____. The number of votes needed for election is ___. [Name 1] received (#)_____ votes. [Name 2] received (#)_ votes.

President: "[Name], having received a majority of the votes cast, is elected President. Congratulations."

Continue to the next officer position.