



Accredited Delegate Form Check List

Before submitting your Accredited Delegate Form, please check off each item in the table below to ensure that you have not missed anything. This is for club purposes and doesn't need to be submitted with your completed Accredited Delegate form.

Item to check	Check off (v) once complete
1. The form you have completed is for the correct event (see top of form to double check)	
2. Your Club type, name, and District are on the form in Section 1	
3. Your Accredited Delegate's name, email, and the name of their club is on the form in Section 2	
4. You have ticked whether your Accredited Delegate is attending in person or virtually	
5. If you listed Alternate Accredited Delegate(s), their name(s) and Club name(s) are on the form in Section 3 (<i>Optional</i>)	
6. You have ticked whether your Alternate Accredited Delegates are attending in person or virtually	
7. All your delegates have agreed to take on the AD or AAD role for your club	
8. All your delegates have access to the email they provided for them to use during the AGM for voting purposes.	
9. Your club understands that the delegates listed above may hold other club votes and may not hold your club vote in a show of hands vote	
10. Your club has given voting instructions to the delegates	
11. In Section 4, the date of the meeting where your club voted for your Accredited Delegate has been added	
12. The form has been signed and dated by two of the following members from your club: Club President, Club Vice President, Club Treasurer, Club Secretary	
13. The text or handwriting on the form is legible throughout	

Event:	District 1 Fall Leadership 2025		Event Date:	November 8, 2025
Please submit this form to:		credentials@district1kin.ca	Deadline: October 29, 2025	
<p>Failure to correctly complete and submit your form by the deadline means that your club is unable to vote. ALL CLUBS, whether they are attending or not, MUST completely fill out this form in order to exercise their vote. The form is invalid if not completed correctly or if the writing is not legible. Please double check your entries before submitting.</p>				
SECTION 1: CLUB INFORMATION Club Type (please v one): <input type="checkbox"/> Kinsmen <input type="checkbox"/> Kinette <input type="checkbox"/> Kin <input type="checkbox"/> Campus				
Club Name				District:
SECTION 2: ACCREDITED DELEGATE INFORMATION - Check one: <input type="checkbox"/> Attending in Person or <input type="checkbox"/> Attending Virtually				
Accredited Delegate's Name:				
Accredited Delegate's Email:				
Accredited Delegate's Club:				
SECTION 3: ALTERNATE ACCREDITED DELEGATE(S) INFORMATION (in order of ranking) (Optional)				
Alternate Accredited Delegate (AAD) #1 - Check one: <input type="checkbox"/> Attending in Person or <input type="checkbox"/> Attending Virtually				
AAD #1 Name:				
AAD #1 Email:				
AAD #1 Club:				
Alternate Accredited Delegate (AAD) #2 - Check one: <input type="checkbox"/> Attending in Person or <input type="checkbox"/> Attending Virtually				
AAD #2 Name:				
AAD #2 Email:				
AAD #2 Club:				
Alternate Accredited Delegate (AAD) #3 - Check one: <input type="checkbox"/> Attending in Person or <input type="checkbox"/> Attending Virtually				
AAD #2 Name:				
AAD #2 Email:				
AAD #2 Club:				
<p>If the Accredited Delegate (AD) or Alternate Accredited Delegate(s) (AAD) are not from the club being represented, please ensure that: (Please check each box to confirm each)</p> <p><input type="checkbox"/> The delegates listed above agree to take on the AD or AAD role for your club.</p> <p><input type="checkbox"/> Your club understands that the delegates listed above may hold other club votes and may not hold your club vote in a show of hands vote.</p> <p><input type="checkbox"/> Your club has given voting instructions to the delegates listed above.</p>				
SECTION 4: CLUB CERTIFICATION (Written or Electronic Signatures are accepted)				
We, the undersigned (2 of the following positions President, Vice-President, Treasurer, Secretary) of the above-named club, hereby certify that our club, at a regularly constituted meeting held on _____, has voted to appoint the people named above as our Accredited Delegate and Alternate Accredited Delegate(s):				
Name:		Name:		
Club Position:		Club Position:		
Signature:		Signature:		
Date:		Date:		