**INSTRUCTIONS FOR DISTRICT MEETING CREDENTIAL/REGISTRATION REPORT:**

The Credential/Registration Report reflects information provided on the Registration Form.

*(Visiting FFGC Officers at Fall District Meeting are guests unless it is their home District! )*

**CREDENTIAL REPORT:** determines **VOTING STRENGTH**.

***This Credentials Report form eliminates removing duplications in order to reach the***

***correct number of Delegates to determine the Voting Strength.***

*Delegates for Voting on the District level include Club Delegates (refer to BOI), Presidents,*

*District Director, Asst District Director, District Board Chairmen, Former District Directors*

*and District members serving on the FFGC Board of Directors.* ***\****

***BYLAWS: ART XI Representation; ART XIX Districts Section 4 Meetings (b-e)***

*(Only those residing in your District as a member are counted as delegates.)*

Attendees with multiple categories with Delegate status are marked as ***DELEGATE*** –

mark that column on your Master Registration Sheet.

Total for number of Delegates officially registered.

If assigned delegate is unable to attend, the registered Alternate may substitute as Delegate.

(See list above **\*** for inclusion as delegate). The cumulative total of delegates allows each person

to be counted only once and is correct list for Voting Strength without duplication.

*A person may serve in more than one capacity but for voting purposes are counted only once!*

**REGISTRATION REPORT:**  Defines the categories of everyone in attendance at the meeting.

**INSTRUCTIONS:** The Registrar should have a Master Registration List and mark each category as printed

on the Registration Form. **Only those in attendance at the meeting are counted in final reports.**

*If the Registrar automatically marks those serving as Delegates*

*when Registration is received, the report will be correct.*

*(Registrant may be remiss in marking Delegate.)*

EX: Cissy Richardson - Former District Director and FFGC BOD member

*Automatically is a delegate to District Meeting.*

*Registrar checks Del section of Registration Master Sheet.*

- The Registration Report will not match the number of people registered as several

may serve in multiple categories. Ex: Serving as Club President, Former District

Director and on the FFGC Board of Directors.

Additional information required:

Contact - Cissy Richardson, FFGC Bylaws

[suncit@msn.com](mailto:suncit@msn.com) 863 662 4855

**CREDENTIAL/REGISTRATION REPORT**

FFGC DISTRICT \_\_\_\_\_ MEETING

REPORT SUBMITTED: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(date and place)

**CREDENTIALS:**

**Total number of delegates** \_\_\_\_\_\_\_\_\_\_\_

(Registered 10 days prior to meeting)

**Total number of alternates** \_\_\_\_\_\_\_\_\_\_\_\_

**Total number of members** \_\_\_\_\_\_\_\_\_\_\_\_

(not registered as delegate/alternate)

**Total number of guests/companions/spouses** \_\_\_\_\_\_\_\_\_\_\_\_

**Total Registration** \_\_\_\_\_\_\_\_\_\_\_\_

**VOTING STRENGTH: \_\_\_\_\_\_\_\_\_\_\_\_\_ (Delegates)**

**Registration Report:**

*This Registration Report reflects the designation/s of those attending!*

*This number will be more than total attendance as attendees may be counted in more than one category.*

District Director \_\_\_\_\_\_

District Officers and Asst. Director \_\_\_\_\_\_

District Chairmen \_\_\_\_\_\_

Former District Directors \_\_\_\_\_\_

FFGC Board Chairmen \_\_\_\_\_\_

FFGC Officers \_\_\_\_\_\_

Club/Circle/Council Presidents \_\_\_\_\_\_

Members (not previously counted) \_\_\_\_\_\_

Guests/Spouse \_\_\_\_\_\_

On behalf of the Credentials/Registration Committee, I move the adoption of the report as

presented.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name Date