

**CALL TO CAUCUS TO NOMINATE A DEMOCRATIC COMMITTEE**  
**[Suffolk Democratic Committee]**  
**January 9, 2024 6:30 p.m.**  
**Renee Celebration Center, 178 E. Washington Street**  
**Suffolk, Virginia**

Pursuant to the authority provided by the Virginia Democratic Party Plan, the Suffolk Democratic Committee hereby calls an assembled caucus beginning at 6:30 p.m. at 178 E. Washington Street, Suffolk, Virginia 23434. The purpose of the caucus will be to elect the new members of the Suffolk Democratic Committee.

**I. Candidate Filing:**

Each person seeking to become a member of the Suffolk Democratic Committee shall file a Declaration of Candidacy form with the Suffolk Democratic Committee Chair. Filings shall be made from December 12<sup>th</sup> 2023 through January 9<sup>th</sup>, 2024 at 6:30 p.m. or thereafter at the commencement of the caucus as called by the Chair. Only those candidates who have timely and properly filed a Declaration of Candidacy form will have their name placed in nomination. The Declaration of Candidacy form shall be available on our website, [www.sdcvirginia.org](http://www.sdcvirginia.org) or made available on the day of Caucus. Each person seeking to become a member of the Committee shall file a declaration of candidacy form prior to the start of the caucus.

**II. Notice:**

The Suffolk Democratic Committee has provided notice of this caucus by placement of a general notice of the caucus, including noticing the date, time and location along with the Call to Caucus, on the website of the Democratic Party of Virginia, the Suffolk Democratic Committee websites; by email notification to the current members of the Suffolk Democrats who reside in Suffolk; and through other reasonable means that will disseminate information about the caucus to registered voters in Suffolk. In addition, reasonable actions have been taken to promote participation in the caucus in accordance with the Affirmative Action provisions of the Party Plan of the DPVA.

**II. Participation:**

Every person who is a registered voter in the locality of Suffolk is urged to attend and participate. Each participant must sign a written declaration that he or she:

- Is a Democrat and not a member of any other political party;
- Does not intend to support, endorse, or assist any candidate who is opposed to the Democratic nominee in the upcoming election;
- Has not and will not participate in the nominating process of any other political party for the upcoming election; and

- Is registered to vote in Suffolk, Virginia.

### **III. Affirmative Action:**


It shall be the duty and goal of all members of the Suffolk Democratic Committee to seek out and encourage the broadest possible participation within the committee, and in its membership, of all duly qualified citizens without regard to race, sex, age, religion, national origin, sexual orientation, gender identity, ethnic identity, disability, or economic status.

### **V. Conduct of Caucus**

The doors to the caucus will open at 6:00 p.m. and close thereafter at the commencement of the caucus as called by the chair, but no later than 7:00 p.m. Those in line will be permitted to complete the check-in process and will be permitted to participate.

The chair of the Suffolk Democratic Committee, or her designee, shall be the Temporary Chair of the Caucus and shall appoint a Temporary Secretary and such other officers of the Caucus as deemed appropriate. The Suffolk Democratic Committee will prepare Temporary Rules for the Caucus. Participants will adopt permanent Rules for the Caucus. In the event fewer Declarations of Candidacy are submitted by candidates than the number of members of the Suffolk Democratic Committee permitted by the Committee's Bylaws, all those candidates who have timely and properly filed a Declaration of Candidacy form may be declared elected by those in attendance at the Caucus.

ADOPTED: December 12, 2023

  
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Chair Suffolk Democratic Nominating Committee

<p>Paid for by the Suffolk Democratic Committee <a href="http://www.sdcvirginia.org">www.sdcvirginia.org</a>, not authorized by any candidate or candidates committee.</p>
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