



PUTTING PEOPLE FIRST

# DECLARATION OF CANDIDACY NEIGHBORHOOD OFFICERS ELECTION 2020 BIRMINGHAM CITIZEN PARTICIPATION PROGRAM

## SECTION I

(Please Print)

NAME \_\_\_\_\_ PHONE NUMBER(S) \_\_\_\_\_

ADDRESS \_\_\_\_\_ ZIP CODE \_\_\_\_\_

NEIGHBORHOOD \_\_\_\_\_

I hereby certify I live at the above address; that I am 18 years old or older; that I have been a resident of this neighborhood since **May 17, 2020**, and I have attended at least four (4) of this neighborhood's meetings during the previous twelve (12) months prior to the **September 14, 2020** Declaration of Candidacy deadline. I understand that Meeting Attendance is verified from the Neighborhood's Meeting Attendance Sign-in Sheets.

SIGNED: \_\_\_\_\_ DATE \_\_\_\_\_  
*Signature*

## SECTION II

I request that my name be included on the official ballot as a candidate in the Citizen Participation Program Election to be held **Tuesday, October 20, 2020**. I am a candidate for the office of:  
(PLEASE CHECK ONLY ONE.)

- ☐ **President** — Duties include, but are not necessarily limited to, acting as chief administrative officer and legal head of the neighborhood association; exercising supervision over the organization and all its activities; representing and speaking for the neighborhood association to other organizations and the public; presiding at neighborhood meetings; appointing committees; and, signing letters and documents necessary to carry out the will of the neighborhood association, as indicated in the Citizen Participation Plan.
- ☐ **Vice President** — Duties include, but are not necessarily limited to, the duties assigned by the president, assuming the duties of the president in case of the absence or incapacity of the president; and become president on the death, resignation or permanent incapacity of the president, as indicated in the Citizen Participation Plan.
- ☐ **Secretary** — Duties include, but are not necessarily limited to, recording and reading minutes of neighborhood meetings, maintaining attendance sheets, and any other documentation required for use by the neighborhood association; forwarding all copies of minutes, attendance sheets and correspondence to the Community Resource Services, promptly, as indicated in the Citizen Participation Plan; and being responsible for any equipment purchased by the neighborhood association to assist in the duties of this office.

**Please have my name listed on the official ballot as:**

SIGNED: \_\_\_\_\_ EMAIL \_\_\_\_\_  
*(Please Print Your Name)* *Please Print (email Address)*

### NOTE TO CANDIDATES:

The following provision has been made in the event the city's Community Resource Services Division is unable to verify candidate qualifications or if no qualified candidate submits a Declaration of Candidacy Form by 5 p.m. on **September 14, 2020**. An interested neighborhood resident who is 18 years old and has resided in the neighborhood for 120 days prior to the Declaration of Candidacy deadline but does not meet the stated required attendance qualification for a neighborhood officer may still be allowed to submit a Declaration of Candidacy Form. This Declaration of Candidacy Form will be held by the Community Resource Services Division until the qualifying deadline. At that time, if no one meeting all the established candidate guidelines has submitted a Declaration of Candidacy Form, the Community Resource Services Division will certify the Declaration of Candidacy Form from the interested resident for inclusion on the printed ballot.

PLEASE RETURN THIS FORM TO:  
COMMUNITY RESOURCE SERVICES  
SUITE 202 - CITY HALL  
710 20th STREET, NORTH  
BIRMINGHAM, ALABAMA 35203  
Fax: (205) 297-8193 email: Sybil.Green@birminghamal.gov  
**ATTENTION: COMMUNITY RESOURCE SERVICES**