



## **Appendix 1.17 Campaign Rules and Procedures for President-Elect and District Vice President (DVP)**

---

1. An Elections Committee of the Oregon REALTORS® Board of Directors (BOD) has been appointed by the President to supervise the election and voting procedures. The Committee is composed of a Chair and up to 8 members. Members of the Election Committee shall be permitted to vote. A professional parliamentarian and designated Oregon REALTORS® staff person shall oversee the election process during the Board of Directors' Meeting.
2. No individual campaigning is allowed prior to Elections Committee certification of qualified candidates. Candidates must have been informed in writing as being a qualified candidate before they formally announce their candidacy and begin distribution of campaign materials. Copies of all campaign materials, including all social media postings to be distributed, must be sent to the Oregon REALTORS® CEO and Elections Committee Chair for approval three (3) business days prior to distribution to protect the integrity of Oregon REALTORS® and its members. The Oregon REALTORS® CEO and Elections Committee Chair shall have three (3) business days to review materials and reply in writing if materials are approved.
3. Campaign costs if any, are limited to a maximum of \$1000 for items such as brochures, flyers, mailings, campaign functions, etc. Candidates shall certify their compliance with campaign policy and procedures to the Elections Committee prior to the election.
4. No campaign materials shall be posted on walls, tables, chairs, etc., or in any virtual platform including chat, screen share, etc., at any Oregon REALTORS® conference or at either of the two regularly scheduled Board of Directors' meetings. This includes all governance meetings and the annual Fall Convention. Campaign materials include stickers, buttons, pins, flyers, brochures, posters, and the like. General campaigning and the dissemination of promotional campaign materials are permitted following certification until no later than two hours before the scheduled Board of Directors meeting.
5. All campaign communications shall contain factually accurate information. Electronic media communications to members shall be allowed and must include an "opt out" provision.
6. Any reported violation of these campaign rules and procedures will be reviewed within three (3) business days of receipt by the Elections Committee. All reported violations must be in writing and signed by the complainant. The Elections Committee, in their sole discretion, may conduct an investigation if additional facts are needed to render an opinion on whether a violation of campaign rules has occurred. If the Elections Committee does conduct further investigation, they will have an additional seven (7) business days to render an opinion in writing and submit to the candidate.
7. If the Elections Committee determines that a violation has occurred, the candidate will receive one written warning to cease and desist the activity determined to be a violation. If the candidate does not refrain from the violating activity or engages in subsequent campaign violations, the Elections Committee may disqualify the candidate from the election. Any appeals by the candidate regarding the decision of the Elections Committee shall be made to the Oregon REALTORS® Executive Committee. If the candidate serves on the Oregon REALTORS® Executive Committee, they will recuse themselves from any appeal hearing and subsequent decision. The decision of the Oregon REALTORS® Executive Committee will be final and not appealable.
8. Candidates will address the Board of Directors based on a predetermined, random drawing conducted by the Elections Committee Chair. Each candidate will be allowed five (5) minutes to address the BOD immediately prior to the elections. Oregon REALTORS® staff will monitor the allotted time and



will alert the candidate with 60 seconds remaining. Candidates will remain outside of the meeting room until they are requested to present to the Board of Directors and will remain outside until election results have been officially announced. If a candidate is participating virtually, the candidate will remain in the “waiting room” until their scheduled time to present to the Board of Directors. The results of the election will be disclosed to the candidates privately prior to full disclosure to the Board of Directors.

9. Candidates who have been elected shall avoid use of their title in written communications until they have been formally installed into office.

10. A record of all Oregon REALTORS® election results, including a tally of the votes, will be retained; however, the ballots will be destroyed immediately following the election.

---

***Candidate Compliance Certification***

I, (print name) \_\_\_\_\_, certify that I have conducted my campaign for Oregon REALTORS® President-Elect in compliance with the Campaign Rules and Procedures outlined above, signed on \_\_\_\_\_.

Candidate Signature \_\_\_\_\_

Date \_\_\_\_\_

Elections Committee Chair \_\_\_\_\_

Chief Executive Officer \_\_\_\_\_

***This Certification to be signed and filed with the Oregon REALTORS® Elections Committee Chair or CEO immediately prior to the start of the BOD meeting at which the election shall occur.***