



ALABAMA LEAGUE OF MUNICIPALITIES

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KEN SMITH
Executive Director

DR. HOWARD RUBENSTEIN, MAYOR, SARALAND
President

March 10, 2017

TO: All Mayors and Clerks

FROM: Ken Smith
Executive Director

SUBJECT: Voting Delegate, Annual Business Session

ENCLOSURE: Voting Delegate Authorization Form

The Annual Convention of the Alabama League of Municipalities will be held on May 20 – 23, 2017, in Birmingham. **The Annual Business Session will be held at 3:45 p.m. on Monday, May 22, 2017, in East Ballroom B of the Birmingham-Jefferson Convention Complex.**

The League Constitution contains the following provision pertaining to voting powers at the Annual Convention Business Session:

"Each member municipality shall have one vote in the Convention proceedings of the League, such vote to be cast by the delegate authorized by the governing body of such town or city. The League shall send to the mayor of each member municipality a form to be used by the municipal governing body to designate the municipality's voting delegate, first alternate voting delegate and second alternate voting delegate. In order for the municipality to be eligible to cast its vote during convention proceedings, the official delegate designation form must be returned to the League Headquarters not later than fifteen (15) days prior to the first day of the Annual Convention."

In accordance with the League Constitution, a copy of the official Voting Delegate Authorization Form, which should be used by your municipal governing body to designate the official voting delegate and alternates eligible to cast the municipality's vote during the business session of the convention, is being sent to each mayor. An additional copy is being sent to each municipal clerk, but **only one completed form** should be returned by each League member municipality.

Please complete the enclosed form and return it to the League by May 5 so that your municipality will be eligible to cast its vote at the Convention.

We look forward to seeing a good delegation from your municipality in Birmingham.

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Serving Alabama's municipalities since 1935.

VOTING DELEGATE AUTHORIZATION FORM

This form must be returned to
**THE ALABAMA LEAGUE OF MUNICIPALITIES NO LATER THAN
May 5, 2017**, in order for the municipality named below to be eligible to have its
designee cast a vote at the **Annual Business Session of the League on
Monday, May 22, 2017, at 3:45 p.m.**

The following person(s) is authorized to cast the municipality's vote at the business session of the Annual Convention of the Alabama League of Municipalities on May 22, 2017.

Please print the requested information.

Voting Delegate:

Name/Title

**1st Alternate
Voting Delegate:**

Name/Title
(To vote only in absence of Voting Delegate)

**2nd Alternate
Voting Delegate:**

Name/Title
(To vote only in absence of Voting Delegate & 1st Alternate)

IMPORTANT NOTICE

*THE LEAGUE CONSTITUTION REQUIRES THAT VOTING DELEGATES
AND ALTERNATES BE ELECTED MUNICIPAL OFFICIALS.*

Completed by:

(Please Print)

Title:

City/Town:

Date:

Return completed form to:

Alabama League of Municipalities, P. O. Box 1270, Montgomery, AL 36102

or by FAX:

(334) 263-0200