

## **CALL FOR THE 2023 GEORGIA REPUBLICAN PRECINCT CAUCUSES AND FOR COUNTY, CONGRESSIONAL DISTRICT AND STATE CONVENTIONS**

The Georgia Republican Party, pursuant to the Rules of the Party, as adopted on June 17, 2020, hereby issues this Official Call ("Call") to all qualified registered resident voters in the State of Georgia who believe in the principles of the Republican Party and support its aims and purposes, to unite under this Call in the selection of Delegates and Alternates to County, Congressional District, and State Conventions.

The Georgia Republican Party seeks the broadest possible participation by such persons in Party affairs and delegate selection. Participation in all Precinct Caucuses and Conventions shall in no way be abridged for reasons of sex, race, religion, color, age, or national origin.

**Precinct Caucuses** in counties over 80,000 **February 11, 2023**  
Population are hereby called to convene at **10:00 A.M.** on  
*(Or pursuant to an approved plan under Rule 9.2(A)(2) at any  
other date & time between February 1 – February 11, 2023)*

**Precinct Caucuses** in Counties under 80,000 **March 11, 2023**  
Population are hereby called to convene at **9:00 A.M.** on  
*(Or pursuant to an approved plan under Rule 9.2(A)(5) at  
any other date & time between March 1 – March 11, 2023)*

**County Conventions** are hereby called to convene in each **March 11, 2023**  
County in the State of Georgia at **10:00 A.M.** on  
*(Or pursuant to an approved plan under Rule 9.2(A)(3) at  
any other date & time between March 1– March 11, 2023)*

**Congressional District Conventions** are hereby called to **April 22, 2023**  
convene in each Congressional District of the State of Georgia  
at **10:00 A.M.** on  
*(Or pursuant to an approved plan under Rule 9.3 at any other  
date & time between April 12 – April 22, 2023)*

The **2023 State Convention** of the Georgia Republican Party **June 9-10, 2023**  
is hereby called to convene in the city of Columbus in the County  
of Muscogee Georgia, commencing at **2:00 P.M.** on **June 9th**  
and continuing from day to day until adjournment  
*(Registration for Delegates and Alternates shall close at precisely  
10:00 A.M. on Saturday, June 10, 2023).*

1. Any plan adopted by a County Committee pursuant to Rule 9.2(A) for one or more of the purposes as set forth therein must be submitted in writing to the State Executive Committee not later than **January 5, 2023**. If the State Executive Committee does not act on the plan by January 10, 2023, such plan shall be deemed to be approved.
2. Any plan adopted by a Congressional District Committee pursuant to Rule 9.3(A) must be submitted in writing to the State Executive Committee not later than **January 5, 2023**. If the State Executive Committee does not act on the plan by January 10, 2023, such plan shall be deemed to be approved.
3. The notice of Precinct Caucuses and County & District Conventions required by Rule 9.4(A) shall be published not later than **January 17, 2023** (for Counties holding their Precinct Caucuses between **February 1 - 11, 2023**) or not later than **February 14, 2023** (for Counties holding their Precinct Caucuses between **March 1- 11, 2023**).
4. Pursuant to Rule 9.7(A), all lists of delegates and alternates to county conventions elected by precinct caucuses shall be entered into Excel format provided by the State Party. The lists shall include full legal name as registered to vote, residence address, voter registration number, full date of birth, telephone number, and email address. Said lists and lists of precinct officers duly elected shall be submitted to individuals as directed in this Rule.
5. Pursuant to Rule 9.7(B), all lists of delegates and alternates to district conventions and the State Convention shall be entered into Excel format provided by the State Party. The lists shall include full legal name as registered to vote, residence address, voter registration number, full date of birth, telephone number, and email address. Said lists and list of duly elected officers and county committee members shall be submitted to individuals as directed in this Rule within seven (7) business days of adjournment of the county convention.
6. Pursuant to Rule 9.7(C), a list of those duly elected by the district convention as members of the State Committee and as district officers and district committee members shall be entered into Excel format provided by the State Party. The lists shall include full legal name as registered to vote, residence address, voter registration number, full date of birth, telephone number, and email address. Said lists shall be submitted to individuals as directed in this Rule within seven (7) business days of adjournment of the district convention.
7. Pursuant to Rule 9.11(A), in order for a resolution or rule to be considered by the Resolutions Committee or Rules Committee and ultimately by the State Convention, it must be submitted in writing in editable electronic format to the State Secretary on or before **April 28, 2023**. Resolutions, other than the annual memorial resolution, shall be no more than **250 words** in length. Any resolution which contains any assertion of fact must be accompanied by sufficient documentation to allow the Resolutions Committee to verify the accuracy of any such assertions. No other resolutions or rules shall be considered by the State Convention.
8. Pursuant to Rule 9.11(B), in order to be eligible for consideration by the Nominating Committee and ultimately by the State Convention for election to the offices of Chairman, First Vice Chairman, Second Vice Chairman, Secretary, Assistant Secretary, Treasurer, and Assistant Treasurer, a candidate must

submit a notice of candidacy and a political resume to the State Secretary at GRP headquarters on or before **April 28, 2023**.

9. **Appendix A** lists the number of Delegates & Alternates to be elected by each County to the State Convention pursuant to Rule 9.6(A).

10. **Appendix B** lists the number of Delegates & Alternates to be elected by each County to the respective Congressional District Conventions pursuant to Rule 9.6(B).

11. **Appendix C** lists the population of Georgia Counties as determined by the 2020 Decennial U.S. Census.

12. **Appendix D** lists the number of members of the State Committee to be elected by each Congressional District Convention pursuant to Rule 2.2(O).

**Appendices A – D** are hereby incorporated into this Call by this reference. Appendix A is based on the 2020 Recount for the Office of President of the United State of America, while Appendix B, and D are based on the original votes cast as the Recounts did not break down by Precinct to allow for allocation to the appropriate Congressional Districts.

**All Precinct Caucuses, County Conventions, Congressional District Conventions, and the State Convention shall be conducted in accordance with Rules 9.1 – 9.16 of the Rules of Georgia Republican Party as set forth below with the following exception: the dates set forth in the Georgia Republican Party Rules (9.2 B, 9.3 B, 9.7B, and 9.7C ) are superseded by the dates in this call pursuant to GAGOP Rule 9.12.**

## **GRP RULE 9. PRECINCT CAUCUSES AND CONVENTIONS**

### **9.1 THE STATE CALL**

Pursuant to the Call issued by the State Committee, on the dates and times set forth, or within the range of dates allowed, in the Call, there shall be in each odd-numbered year and in each Presidential Election year:

**A.** Precinct Caucuses for each Precinct, which shall elect Delegates and Alternates to the respective County Conventions, and in each odd-numbered year shall also elect Precinct officers and Precinct Committeemen.

**B.** County Conventions, which in odd-numbered years shall elect officers for the Party in the respective Counties for the next two years and adopt any new or amended existing rules pursuant to Rule 9.8, and which in both odd-numbered and in Presidential Election years shall elect Delegates and Alternates to the Congressional District and State Conventions and conduct all other necessary and proper business.

**C.** District Conventions, which in odd-numbered years shall elect officers, District Committee members, and State Committee members for the next two years, adopt any new or amended rules pursuant to Rule 9.8, and conduct all other necessary and proper business, and which in Presidential Election years shall elect National Delegates and Alternates to the Republican National Convention.

D. The Call shall be issued a reasonable time prior to the Precinct Caucuses, shall include a copy of all forms to be used, and shall be sent by the State GRP headquarters to each County Chairman and Congressional District Chairman.

E. The County Chairman, upon receipt of this Call, shall cause a meeting of the County Committee to be held to make all arrangements necessary for Precinct Caucuses and the County Convention, including, but not limited to, the adoption of any plan authorized by these Rules.

## **9.2 HOLDING OF PRECINCT CAUCUSES AND COUNTY CONVENTIONS**

A. Precinct Caucuses shall be held for each Precinct in accordance with the Call at a single location as determined by the County Committee; provided, however, that a County Committee may adopt a plan to include one or more of the following:

- 1) to hold multiple Precinct Caucuses in multiple locations grouped by other political subdivisions;
- 2) to hold Precinct Caucuses on a date or at a time other than that set forth in the Call; provided that such alternative date and time shall, other than as provided in Rule 9.2(A)(5), fall within the ten (10) day period ending on the date and time for Precinct Caucuses for such County as set forth in the Call;
- 3) to hold the County Convention on a date or at a time other than that set forth in the Call; provided that such alternative date and time shall fall within the ten (10) day period ending on the date and time for County Conventions as set forth in the Call;
- 4) for Counties having a population of over 100,000, to provide for the use of one of the alternate divisor numbers specified in Rule 9.5(B) for determining the number of Delegates and Alternates to the County Convention;
- 5) for Counties having a population of 80,000 or fewer, to opt out of the provisions of Rule 9.2(E) specifying that such county hold both its Precinct Caucuses and County Convention on the same date and to hold such County's Precinct Caucuses either: (a) on the date and time set forth in the Call for Precinct Caucuses for Counties over 80,000 in population (or within the ten (10) day period ending on the date and time for such Precinct Caucuses), or (b) on a date and at a time between the period described in Rule 9.2(A)(2) and the date and time set forth in the Call for County Conventions for Counties with a population of 80,000 or fewer.

B. Any such plan must be submitted in writing by the County Chairman or other person designated by the County Committee to the State Executive Committee to the attention of the State Secretary at GRP headquarters on or before December 15\* of the year preceding such Precinct Caucuses or Conventions. With regard to any such plan submitted, the State Executive Committee may: (1) approve the plan as submitted, (2) approve the plan subject to certain conditions, or (3) reject the plan. If the State Executive Committee takes no action on the plan on or before January 5\* of the year in which

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\* Superseded by Call

such Precinct Caucuses are to be held, such plan shall be deemed approved and the County may proceed with the plan.

C. If, at a Precinct Caucus, any precinct does not caucus or does not elect a full delegation, any unfilled Delegate or Alternate positions for that precinct may not be filled by any other precinct or by the Precinct Caucus. No alternate position may be filled until all delegate positions are filled.

D. Counties whose population is 80,000 or fewer shall hold both their Precinct Caucuses and County Conventions on the date set by the Call for County Conventions unless such County shall have filed a plan pursuant to Rule 9.2(A)(5) and such plan shall not have been rejected by the State Executive Committee.

E. In instances where multiple Precinct Caucuses are held in locations per 9.2(A)1, there shall be one Convener, one Secretary, and one registration committee appointed by the County Chairman (or as otherwise specified in the County party rules) for each location. Whether precincts caucus in single- or multi-locations, each precinct shall elect its own delegates and/or officers. The County Chairman may also appoint, or shall delegate to the Convener the authority to appoint, a temporary Precinct Chairman for each Precinct, giving preference where possible to the ranking officer of such precinct.

F. The County Chairman shall appoint interim County Convention Committees and their respective Chairmen, subject to the approval of the County Committee. Except when the County's Precinct Caucus and County Convention shall be held on the same date pursuant to Rule 9.2(D), the County Chairman shall send written notice of the date, time, and location of the County Convention by mail or by written electronic communication at least ten (10) days in advance of the date of said Convention to all Delegates and Alternates elected to such Convention at Precinct Caucuses, which notice shall indicate that the Convention is to be held pursuant to the Call.

### **9.3 HOLDING OF DISTRICT CONVENTIONS**

A. Congressional District Conventions shall be held in each Congressional District in accordance with the Call at a location as determined by the District Committee ; provided, however, that in a non-presidential election year a District Committee may adopt a plan to hold the District Convention on a date or at a time other than that set forth in the call; provided that such alternative date and time shall fall within the ten (10) day period ending on the date and time for District Conventions as set forth in the Call.

B. Any such plan must be submitted in writing by the District Chairman or other person designated by the District Committee or District Executive Committee to the State Executive Committee to the attention of the State Secretary at GRP headquarters **on or before December 15\*** of the year preceding such Convention. With regard to any such plan submitted, the State Executive Committee may: (1) approve the plan as submitted, (2) approve the plan subject to certain conditions, or (3) reject the

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\* Superseded by Call

plan. If the State Executive Committee takes no action on the plan on or before January 5\* of the year in which such Convention is to be held, such plan shall be deemed approved and the District may proceed with the plan.

C. Each District Chairman shall send written notice of the date, time, and location of the Congressional District Convention by mail or by electronic communication at least ten (10) days in advance of said Convention to all Delegates and Alternates elected by the applicable County Conventions, which notice shall indicate that said Convention is to be held pursuant to the Call.

#### **9.4 PUBLICATION OF NOTICE OF PRECINCT CAUCUSES**

A. Each County Chairman shall cause to be printed in a newspaper of general circulation in their County a notice of the date, time, and place of each Precinct Caucus to be held in such County at least fifteen (15) days, but not more than sixty (60) days, before the date of the Precinct Caucus and shall arrange for such other notice of the Precinct Caucus as may be directed by the County Committee.

B. The date, time, and place of the County Convention and, if known, the District Convention for each Congressional District located in whole or in part in the County shall be included in this notice.

C. If a County's Precinct Caucuses and County Convention are to be held on the same date, the notice shall specify that the Precinct Caucuses and County Convention will be held at separate times on the same date and shall specify the location for each.

D. The County Chairman shall provide a written or electronic copy of the notice to the State Secretary at GRP headquarters within five (5) business days after publication.

#### **9.5 ALLOCATION OF DELEGATES TO COUNTY CONVENTIONS**

A. Each Precinct shall be entitled to one Delegate and one Alternate to the County Convention. Each Precinct shall be entitled to one additional Delegate and one Additional alternate for each 50 votes and major fraction thereof (26 or more) cast for the Republican candidate for President in the immediately preceding presidential general election.

B. Provided however, that in lieu of the foregoing calculation, pursuant to a plan adopted by the County Committee as provided in Rule 9.2(A)(4): (1) in Counties having population of over one hundred thousand (100,000), each Precinct shall be entitled to one Delegate and one Alternate for each one hundred fifty (150) votes and major fraction thereof (76 or more); or (2) in counties having a population of over five hundred thousand (500,000), each precinct shall be entitled to one Delegate and one Alternate for each two hundred and fifty (250) votes and major fraction thereof (126), cast for the Republican candidate for President in the immediately preceding presidential general election.

C. Any county which has had changes in precinct lines since the last Presidential Election may use percentage of the vote totals cast by each precinct for the Republican candidate for Governor in the immediately preceding gubernatorial general election to apply to the presidential vote total in

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\* Superseded by Call

allocating the number of county convention delegates each precinct shall receive. In such case the calculation of the number of delegates and alternates for each precinct shall be the same as previously specified in this Rule 9.5 of these rules.

## **9.6 ALLOCATION OF DELEGATES TO DISTRICT AND STATE CONVENTIONS**

**A.** Each county shall be entitled to one Delegate and one Alternate to the State Convention. Each County shall be entitled to one additional Delegate and one additional Alternate for each one thousand (1,000) votes or major fraction thereof (501 or more), cast in that County for the Republican candidate for President in the immediately preceding presidential general election.

**B.** Each County shall be entitled to one Delegate and one Alternate to the District Convention. In Counties situated in more than one Congressional District, such Delegate shall be allotted to the Congressional District with the largest number of votes cast in that County for the Republican candidate for President in the immediately preceding presidential general election. With respect to each Congressional District each County shall be entitled to one additional Delegate and one additional Alternate for each seven hundred fifty (750) votes or major fraction thereof (376), cast in that portion of the County located within such Congressional District for the Republican candidate for President in the immediately preceding presidential general election.

**C.** Delegates and Alternates may not be transferred among Counties within a Congressional District or between Congressional Districts.

## **9.7 REPORTS AND FILING OF CREDENTIALS**

### **A. Precinct Caucuses.**

At the conclusion of Precinct Caucuses, each Precinct Chairman and Precinct Secretary shall collect, sign, and deliver to the Convener the following:

- 1) a list (including residence addresses, telephone numbers, and (if provided) email addresses) of Delegates and Alternates elected to the County Convention;
- 2) in odd-numbered years, a list of the Precinct officers and committeemen duly elected at such Precinct Caucus.

Within two (2) business days after adjournment of the Precinct Caucuses, the Convener shall file the above documents and lists with the County Chairman.

The County Chairman shall file copies of the above documents with the State Secretary at GRP headquarters within seven (7) business days of the adjournment of the Precinct Caucus. One set of the lists will be retained by the County Secretary. The provisions of this Rule 9.7(A) shall not apply to Counties holding Precinct Caucuses and County Conventions on the same date pursuant to Rule 9.2 (E). Such documents shall be filed in accordance with Rule 9.7 (B).

#### **B. County Conventions.**

Within five (5)\* business days after the adjournment of the County Convention, the Chairman of the County Convention shall file with the State Secretary at GRP headquarters, and with the Chairman of each Congressional District in which a part of the County is located:

- 1) a certified copy of the convention minutes and a certified list (including residence addresses, telephone numbers, and (if provided) email addresses) of the Delegates and Alternates elected to the Congressional District and State Conventions; and
- 2) in odd-numbered years, a certified list of the officers and members of the County Committee duly elected by the County Convention.

A copy of the lists will be retained by the Secretary of the County Committee.

#### **C. Congressional District Conventions.**

Within five (5)\* business days of the adjournment of the District Convention, the Chairman of the District Convention shall file with the State Secretary at GRP headquarters:

- 1) in odd-numbered years, a certified list (including residence addresses, telephone numbers, and (if provided) email addresses) of the members of the State Committee and the officers and District Committee of the congressional district duly elected at the convention accompanied by the convention minutes; or
- 2) in Presidential Election years, a certified list (including residence addresses, telephone numbers, and (if provided) email addresses) of the National Delegates and Alternates elected by the District Convention; and
- 3) in all years, a certified copy of the convention minutes.

A copy of the lists will be retained by the Secretary of the Congressional District Committee.

#### **D. National Convention.**

The GRP State Chairman shall file with the Secretary of the Republican National Convention the list of National Delegates and Alternates elected at Congressional District Conventions and the State Convention, as required by the Rules adopted by the most recent Republican National Convention.

### **9.8 ADOPTION AND FILING OF COUNTY AND DISTRICT RULES**

**A.** Each County Convention and each District Convention may amend their respective rules or may adopt new rules for each respective County and District, provided such rules shall not be inconsistent with the Rules of the GRP.

**B.** A certified copy of the current County Rules shall be filed: (1) within five (5) business days of the adjournment of the County Convention with the District Chairman of each applicable District and with the State Secretary at GRP headquarters; and (2) in accordance with the Georgia Election Code, within

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\* Superseded by Call



thirty (30) days after the adjournment of the County Convention with the election superintendent of the County.

C. A certified copy of the current District Rules shall be filed with the State Secretary at GRP headquarters within five (5) business days following the adjournment of the District Convention.

## **9.9 APPEALS RELATING TO PRECINCT CAUCUSES AND CONVENTIONS**

Notwithstanding the provisions of Rule 8.4 and Rule 8.8, the following appeal procedures shall apply to disputes regarding Precinct Caucuses, County Conventions and District Conventions, except in contests of Congressional District Convention-elected Delegates and Alternates to the Republican National Convention, which shall be adjudicated as provided in GRP Rule 9.9 (F):

A. Any disputed action regarding a Precinct Caucus that occurs prior to the date of the County Convention shall be appealed in writing to the County Committee (with copies of the appeal filed with the applicable District Committee, and the State Committee on Appeals) within five (5) days of adjournment of the Precinct Caucus. No appeal petition shall be heard unless it shall be in writing and signed by a number of registered participants in the Precinct Caucus equal to not less than twenty percent (20%) of the number of Delegates to the County Convention allocated to the Precinct(s) from which such disputed action shall have arisen. If a County fails to hear and decide the appeal within twelve (12) days of its receipt of the appeal, the appeal will be automatically be referred to the District Committee of the Congressional District in which the largest number of voters from the county reside.

B. If the Precinct Caucus occurs the same day as the County Convention, any disputed actions regarding said Precinct Caucus or regarding said County Convention must be appealed in writing to the District Committee, within five (5) days of adjournment of the County Convention in question, with a copy of such appeal filed with the State Committee on Appeals at GRP headquarters. No appeal petition shall be heard unless it shall be in writing and, if the appeal involves disputed actions arising from the Precinct Caucus, signed by registered participants in the Precinct Caucus equal to not less than twenty percent (20%) of the number of Delegates to the County Convention allocated to the Precinct(s) from which such disputed action shall have arisen, or if the appeal involves disputed actions arising from the County Convention, by not less than twenty percent (20%) of the registered Delegates to the County Convention. In Counties lying within multiple Congressional Districts, the appeal should be presented to the District Committee of the Congressional District in which the largest number of voters from the County reside. All appeals to the District Committee shall be filed with the appropriate District Chairman.

C. Should the District Committee not hear and decide the appeal within ten (10) days of receiving the appeal, the appeal will automatically be referred to the State Committee on Appeals and reviewed and decided within ten (10) days of receipt of such referral by the State Committee on Appeals.

D. If the District Committee takes up the appeal, it shall report its findings to both the State Committee on Appeals and the appellants. Should a party wish to appeal the decision of the District Committee with respect to the County to the State Committee on Appeals, they shall do so within five (5) days of the date of the District Committee's decision.

E. Any disputed actions of a District Convention must be appealed in writing to the State Committee on Appeals within five (5) days of adjournment of the District Convention in question. In order to pursue an appeal, the appeal must be signed by not less than twenty percent (20%) of the registered Delegates to the District Convention.

F. Any contest of the election of Congressional District Delegates and/or Alternates to the Republican National Convention; shall be decided by the State Convention held prior to said National Convention. Such contest(s) first shall have been referred to the Committee on Appeals and shall have been filed within five (5) days of the adjournment of the Congressional District from which the contest has arisen. The Committee on Appeals shall investigate the matter referred, review appropriate and applicable documents, receive and review written representations from the parties involved in the contest, and other evidence submitted. The Committee may hold hearings if deemed necessary. For each contest referred to it, the Committee shall make a report of its findings, including a proposed judgment, to the State Convention or the State Committee if the State Convention shall not meet prior to the National Convention. The State Convention (or State Committee) shall vote on the report and proposed judgment of the Committee on Appeals. In all cases, the decision of the State Convention (or State Committee) shall be final, and there shall be no appeal from such decision, except in a contest rising out of irregular or unlawful action by the State Convention (or State Committee). In such event, the Republican National Committee may take jurisdiction thereof, hear and determine the contest.

Notice of contest shall be filed with the Secretary of the Georgia Republican Party with a copy filed with the Chairman of the District Party. Such notice shall state the name and address of the individual filing the notice, the name of the Delegate or Alternate being contested, the grounds of the contest and the basis of the contestant's claim to sit as a Delegate or Alternate to the National Convention. Such contest may be filed against a Delegate or Alternate only by an individual who ran unsuccessfully for the position contested. No person shall file more than one contest against the same Delegate or Alternate.

## **9.10 GENERAL PROVISIONS RELATING TO PRECINCT CAUCUSES AND CONVENTIONS**

**A. Open Meetings.** The Precinct Caucuses and Conventions shall be open to the public as spectators.

**B. Rules Regarding Delegates & Alternates.** (1) Only registered voters (electors) of a given Precinct, County, or Congressional District may be elected as a Delegate or Alternate to, or, hold office, vote or otherwise participate in the respective Precinct Caucuses or Conventions. No Precinct Caucus or Convention may elect any Alternates before filling all allocated Delegate positions. (2) After all Delegate positions have been filled, Precinct Caucuses and Conventions shall attempt to elect a number of Alternates equal to the number of Delegates. (3) Delegates and Alternates shall not be paired. (4) No unit rule may be imposed by a Precinct, County, District, or State Convention on any Delegate elected by it. (5) A person does not have to be in attendance or be a Delegate or Alternate to the convention at which he or she is elected to serve as a Delegate or Alternate to another convention. (6) Delegates may not cast fractional votes.

**C. Meeting Locations.** Precinct Caucuses and County Conventions shall be held within the respective Counties. Congressional District Conventions shall be held in the respective Congressional Districts. All Precinct Caucuses and Conventions shall be held in buildings appropriate for public use, where practical.

**D. Certification & Filing of Documents.** All documents required to be filed pursuant to these Rules shall be signed: (1) with regard to Precinct Caucuses, by the Precinct Caucus Chairman and Secretary, (2) with regard to County Conventions, by the County Convention Chairman and Secretary, and (3) with regard to District Conventions, by the Chairman and Secretary of the District Convention. Each such signature shall constitute a certification that, to the best of signatory's knowledge the information in each document filed is true and correct and that the respective Precinct Caucus, or Convention was conducted in accordance with these Rules. Each item required by this Rule 9 to be filed with the Secretary of the GRP or with any County or District Chairman, in order to be timely filed, such item must either be delivered by hand, by electronic filing, or by mail if postmarked within any time period specified for delivery.

**E. Access to Lists.** Any person offering as a candidate for the position as a party officer, state committee member, or National Convention Delegate or Alternate shall be entitled to access on an equitable basis, subject signing a terms of use agreement, to the lists of the names, addresses, telephone numbers and email addresses (if provided) of Delegates and Alternates who are eligible to vote in the election in which such candidate is seeking office.

**F. Seating of Alternates.** At any Congressional District Convention or at the State Convention, should the total number of Alternates from a county registered and present at such convention, when combined with the total number of Delegates registered from such county, not exceed the total allocation of Delegates from such County, then the Credentials Committee for such Convention will have the authority to elevate all Alternates from such County to Delegates. In all other cases, the Delegates of each delegation shall by caucus and by majority vote adopt a plan for the seating of Alternates for any missing Delegates of their delegation.

**G. Committees in Session.** No official business shall be transacted at any Convention while any of its Committees are in session.

**H. Determination of Population.** Population of the various Counties for all purposes under Rule 9 shall be determined by reference to the then-most recent decennial U.S. Census.

## **9.11 STATE CONVENTION PROCEDURES**

**A.** The procedure for submission of proposed resolutions and proposed rules to be considered at the State Convention shall be as provided in the Call, including, but not limited to, specifying a date for submission of proposed resolutions and proposed rules.

**B.** The procedure to qualify to run for an office to be elected by the State Convention shall be as provided in the Call, including, but not limited to, specifying a date for submission of a notice of candidacy and political resume.

C. The Permanent Rules Committee shall prepare recommended rules and orders of business for the conduct of each State Convention in advance thereof, which rules and order of business shall be submitted to the rules committee of each State Convention for its consideration and report to the State Convention in session.

#### **9.12 RULES OF ORDER**

All Precinct Caucuses, County Conventions, District Conventions and the State Convention shall be governed and conducted: first, in accordance with these Rules and the Call, and second, except as modified by these Rules or by the Call, or, with regard to the respective County and District Conventions, by the respective rules of each such County or District, the latest edition of Robert's Rules of Order, Newly Revised.

#### **9.13 CONVENTION PROXIES**

There shall be no proxies allowed at any County, District or State Convention. If an alternate to a convention is seated in accordance with Rule 9.10(F), the alternate and no other shall vote in the absence of a delegate.

#### **9.14 EMERGENCY CONVENTION PROCEDURES**

Notwithstanding any other provision of these Rules to the contrary, when a State or National Emergency is declared by the appropriate government authority that would prevent any GRP county, district, or state convention, or any meeting from being held for the purpose of electing delegates to such conventions, the State Executive Committee shall be empowered to adopt rules and procedures for said conventions and meetings as recommended by the State Chairman.

#### **9.15 ORGANIZATION OF VACANT PRECINCTS**

Where for any reason a Precinct Caucus is not conducted on the date set in the Call for such meetings in odd-numbered years (other than pursuant to a plan adopted in accordance with Rule 9.2(A)), the County Committee may, at any time after the State Convention held in such odd-numbered years, elect one or more precinct officers and committeemen for such Precinct to serve until the next Precinct Caucus or earlier removal from office in accordance with these Rules and County Party Rules.

#### **9.16 ORGANIZATION OF UNORGANIZED COUNTIES**

Where for any reason a County Convention is not conducted on the date set in the Call for such Conventions in odd-numbered years (other than pursuant to a plan adopted in accordance with Rule 9.2(B)), one or more officers and County Committee members may be elected for such county: (A) if

such County is located within a single Congressional District, by the District Committee for the District in which the County is located; or (B) if such County is located in more than one Congressional District, by the District Committee for the District in which the largest number of Republican votes was cast in such County for the Republican nominee for President in the most recent presidential election; or (C) if the applicable District Committee shall have failed to take action to organize such County within thirty (30) days following written notice from the GRP, by the State Executive Committee. Such officers and committee members shall serve until the earlier of the next County Convention or resignation or removal from office in accordance with these Rules and the County Party Rules.

IN WITNESS WHEREOF, the undersigned certify that foregoing was adopted by the State Committee of the Georgia Republican Party on this 24<sup>th</sup> the day of October, 2022.

ATTEST

/s/David Shafer

David Shafer  
Chairman

/s/John White

John White  
Chairman of Permanent Rules Committee

/s/Michael Welch

Michael Welch  
Secretary

/s/Alex Kauffman

Alex Kaufman  
Acting Chief Deputy General Counsel

## **NOTE**

**The Totals in Appendix A and those in appendices B and D are slightly different. The county total vote in Appendix A is based on the recount of the 2020 elections results, which was done on a countywide vote basis instead of precinct-by-precinct. The district totals require a precinct-by-precinct vote count in order to assign reapportioned precincts to their proper district. Some additional anomalies are caused by re-adjudication in the recount and rounding.**

## Appendix A

2023 Georgia Republican State Convention - Delegate Allocation by County  
(Based on 1 Delegate for Every 1000 votes in 2020-Trump Presidential Election  
calculated based on the Official Recount per GAGOP Rule 9.6 A)

County	2020 GOP Votes	Earned	Automatic	Total
Appling	6570	7	1	8
Atkinson	2300	2	1	3
Bacon	4017	4	1	5
Baker	897	1	1	2
Baldwin	8903	9	1	10
Banks	7795	8	1	9
Barrow	26804	27	1	28
Bartow	37672	38	1	39
Ben Hill	4111	4	1	5
Berrien	6419	6	1	7
Bibb	26559	27	1	28
Bleckley	4329	4	1	5
Brantley	6993	7	1	8
Brooks	4261	4	1	5
Bryan	14240	14	1	15
Bulloch	18387	18	1	19
Burke	5400	5	1	6
Butts	8406	8	1	9
Calhoun	923	1	1	2
Camden	15249	15	1	16
Candler	3133	3	1	4
Carroll	37476	37	1	38
Catoosa	25167	25	1	26
Charlton	3419	3	1	4
Chatham	53232	53	1	54
Chattahoochee	880	1	1	2
Chattooga	8064	8	1	9
Cherokee	99585	100	1	101
Clarke	14450	14	1	15
Clay	637	1	1	2
Clayton	15811	16	1	17
Clinch	2105	2	1	3
Cobb	165436	165	1	166
Coffee	10578	11	1	12
Colquitt	11777	12	1	13
Columbia	50013	50	1	51
Cook	4900	5	1	6
Coweta	51501	52	1	53
Crawford	4428	4	1	5
Crisp	4985	5	1	6
Dade	6066	6	1	7

**Appendix A**

**2023 Georgia Republican State Convention - Delegate Allocation by County**  
**(Based on 1 Delegate for Every 1000 votes in 2020-Trump Presidential Election**  
**calculated based on the Official Recount per GAGOP Rule 9.6 A)**

<b>County</b>	<b>2020 GOP Votes</b>	<b>Earned</b>	<b>Automatic</b>	<b>Total</b>
Dawson	13398	13	1	14
Decatur	6755	7	1	8
DeKalb	58377	58	1	59
Dodge	5843	6	1	7
Dooly	2159	2	1	3
Dougherty	10441	10	1	11
Douglas	25454	25	1	26
Early	2710	3	1	4
Echols	1256	1	1	2
Effingham	23361	23	1	24
Elbert	6226	6	1	7
Emanuel	6553	7	1	8
Evans	2888	3	1	4
Fannin	12169	12	1	13
Fayette	37956	38	1	39
Floyd	28906	29	1	30
Forsyth	85123	85	1	86
Franklin	9069	9	1	10
Fulton	137247	137	1	138
Gilmer	13429	13	1	14
Glascock	1402	1	1	2
Glynn	25617	26	1	27
Gordon	19405	19	1	20
Grady	7034	7	1	8
Greene	7066	7	1	8
Gwinnett	166400	166	1	167
Habersham	16637	17	1	18
Hall	64183	64	1	65
Hancock	1154	1	1	2
Haralson	12330	12	1	13
Harris	14319	14	1	15
Hart	9465	9	1	10
Heard	4519	5	1	6
Henry	48259	48	1	49
Houston	41540	42	1	43
Irwin	3134	3	1	4
Jackson	29502	30	1	31
Jasper	5822	6	1	7
Jeff Davis	4695	5	1	6
Jefferson	3537	4	1	5
Jenkins	2161	2	1	3
Johnson	2850	3	1	4



## Appendix A

2023 Georgia Republican State Convention - Delegate Allocation by County  
(Based on 1 Delegate for Every 1000 votes in 2020-Trump Presidential Election  
calculated based on the Official Recount per GAGOP Rule 9.6 A)

County	2020 GOP Votes	Earned	Automatic	Total
Jones	9940	10	1	11
Lamar	6331	6	1	7
Lanier	2509	3	1	4
Laurens	14493	14	1	15
Lee	12007	12	1	13
Liberty	7959	8	1	9
Lincoln	3173	3	1	4
Long	3527	4	1	5
Lowndes	25692	26	1	27
Lumpkin	12163	12	1	13
Macon	1783	2	1	3
Madison	11326	11	1	12
Marion	2275	2	1	3
McDuffie	6169	6	1	7
McIntosh	4016	4	1	5
Meriwether	6524	7	1	8
Miller	2066	2	1	3
Mitchell	4935	5	1	6
Monroe	11057	11	1	12
Montgomery	2960	3	1	4
Morgan	8231	8	1	9
Murray	12944	13	1	14
Muscogee	30107	30	1	31
Newton	23869	24	1	25
Oconee	16595	17	1	18
Oglethorpe	5592	6	1	7
Paulding	54517	55	1	56
Peach	6506	7	1	8
Pickens	14110	14	1	15
Pierce	7898	8	1	9
Pike	9127	9	1	10
Polk	13587	14	1	15
Pulaski	2815	3	1	4
Putnam	8291	8	1	9
Quitman	604	1	1	2
Rabun	7474	7	1	8
Randolph	1390	1	1	2
Richmond	26780	27	1	28
Rockdale	13014	13	1	14
Schley	1800	2	1	3
Screven	3915	4	1	5
Seminole	2613	3	1	4

### Appendix A

2023 Georgia Republican State Convention - Delegate Allocation by County  
(Based on 1 Delegate for Every 1000 votes in 2020-Trump Presidential Election  
calculated based on the Official Recount per GAGOP Rule 9.6 A)

County	2020 GOP Votes	Earned	Automatic	Total
Spalding	18104	18	1	19
Stephens	9367	9	1	10
Stewart	801	1	1	2
Sumter	5733	6	1	7
Talbot	1392	1	1	2
Taliaferro	360	0	1	1
Tattnall	6054	6	1	7
Taylor	2420	2	1	3
Telfair	2825	3	1	4
Terrell	2004	2	1	3
Thomas	12969	13	1	14
Tift	10784	11	1	12
Toombs	7873	8	1	9
Towns	6384	6	1	7
Treutlen	2101	2	1	3
Troup	18142	18	1	19
Turner	2349	2	1	3
Twiggs	2370	2	1	3
Union	12650	13	1	14
Upton	8606	9	1	10
Walker	23173	23	1	24
Walton	37839	38	1	39
Ware	9903	10	1	11
Warren	1166	1	1	2
Washington	4668	5	1	6
Wayne	9987	10	1	11
Webster	748	1	1	2
Wheeler	1583	2	1	3
White	12222	12	1	13
Whitfield	25644	26	1	27
Wilcox	2402	2	1	3
Wilkes	2823	3	1	4
Wilkinson	2665	3	1	4
Worth	6830	7	1	8
<b>Total:</b>	<b>2461854</b>	<b>2462</b>	<b>159</b>	<b>2621</b>

### Appendix B

2023 Georgia Republican District Convention - Delegate Allocation by County (Based on 1 Delegate for Every 750 votes in 2020-Trump Presidential Election per GAGOP Rule 9.6 B)

#### District 1:

County Name	GOP Votes	Earned	Automatic	Total
Appling	6526	9	1	10
Bacon	4018	5	1	6
Brantley	6991	9	1	10
Bryan	14244	19	1	20
Camden	15251	20	1	21
Charlton	3419	5	1	6
Chatham	53237	71	1	72
Effingham (Part)	16831	22	1	23
Glynn	25616	34	1	35
Liberty	7959	11	1	12
Long	3528	5	1	6
McIntosh	4016	5	1	6
Pierce	7899	11	1	12
Ware	9865	13	1	14
Wayne	9987	13	1	14
Total:	189387	252	15	267

**Appendix B**

2023 Georgia Republican District Convention - Delegate Allocation by County (Based on 1 Delegate for Every 750 votes in 2020-Trump Presidential Election per GAGOP Rule 9.6 B)

**District 2:**

County Name	GOP Votes	Earned	Automatic	Total
Baker	897	1	1	2
Bibb (Part)	13579	18	1	19
Calhoun	923	1	1	2
Chattahoochee	880	1	1	2
Clay	637	1	1	2
Crawford	4428	6	1	7
Decatur	6758	9	1	10
Dooly	2159	3	1	4
Dougherty	10454	14	1	15
Early	2722	4	1	5
Grady	7034	9	1	10
Houston (Part)	8158	11	0	11
Lee	12007	16	1	17
Macon	1783	2	1	3
Marion	2275	3	1	4
Miller	2066	3	1	4
Mitchell	4935	7	1	8
Muscogee (Part)	21147	28	1	29
Peach	6502	9	1	10
Quitman	604	1	1	2
Randolph	1391	2	1	3
Schley	1800	2	1	3
Seminole	2611	3	1	4
Stewart	801	1	1	2
Sumter	5732	8	1	9
Talbot	1392	2	1	3
Taylor	2418	3	1	4
Terrell	2004	3	1	4
Thomas	12954	17	1	18
Webster	748	1	1	2
<b>Total:</b>	<b>141799</b>	<b>189</b>	<b>29</b>	<b>218</b>

**Appendix B**

2023 Georgia Republican District Convention - Delegate Allocation by County (Based on 1 Delegate for Every 750 votes in 2020-Trump Presidential Election per GAGOP Rule 9.6 B)

**District 3:**

County Name	GOP Votes	Earned	Automatic	Total
Carroll	37476	50	1	51
Coweta	51501	69	1	70
Douglas (Part)	12159	16	0	16
Fayette (Part)	34716	46	1	47
Haralson	12331	16	1	17
Harris	14319	19	1	20
Heard	4516	6	1	7
Henry (Part)	5062	7	0	7
Lamar	6330	8	1	9
Meriwether	6524	9	1	10
Muscogee (Part)	8902	12	0	12
Pike	9127	12	1	13
Spalding	18057	24	1	25
Troup	18143	24	1	25
Upton	8608	11	1	12
Total:	247771	329	12	341

**District 4:**

County Name	GOP Votes	Earned	Automatic	Total
DeKalb (Part)	49436	66	1	67
Newton (Part)	13252	18	1	19
Rockdale	13012	17	1	18
Total:	75700	101	3	104

**District 5:**

County Name	GOP Votes	Earned	Automatic	Total
Clayton (Part)	5856	8	0	8
DeKalb (Part)	7895	11	0	11
Fulton (Part)	50988	68	0	68
Total:	64739	87	0	87

### **Appendix B**

2023 Georgia Republican District Convention - Delegate Allocation by County (Based on 1 Delegate for Every 750 votes in 2020-Trump Presidential Election per GAGOP Rule 9.6 B)

#### **District 6:**

<b>County Name</b>	<b>GOP Votes</b>	<b>Earned</b>	<b>Automatic</b>	<b>Total</b>
<b>Cherokee (Part)</b>	<b>19920</b>	<b>27</b>	<b>0</b>	<b>27</b>
<b>Cobb (Part)</b>	<b>49749</b>	<b>66</b>	<b>0</b>	<b>66</b>
<b>Dawson</b>	<b>13398</b>	<b>18</b>	<b>1</b>	<b>19</b>
<b>Forsyth</b>	<b>85652</b>	<b>114</b>	<b>1</b>	<b>115</b>
<b>Fulton (Part)</b>	<b>58497</b>	<b>78</b>	<b>1</b>	<b>79</b>
<b>Gwinnett (Part)</b>	<b>9346</b>	<b>12</b>	<b>0</b>	<b>12</b>
<b>Total:</b>	<b>236562</b>	<b>315</b>	<b>3</b>	<b>318</b>

#### **District 7:**

<b>County Name</b>	<b>GOP Votes</b>	<b>Earned</b>	<b>Automatic</b>	<b>Total</b>
<b>Fulton (Part)</b>	<b>22078</b>	<b>29</b>	<b>0</b>	<b>29</b>
<b>Gwinnett (Part)</b>	<b>96789</b>	<b>129</b>	<b>1</b>	<b>130</b>
<b>Total:</b>	<b>118867</b>	<b>158</b>	<b>1</b>	<b>159</b>

**Appendix B**

2023 Georgia Republican District Convention - Delegate Allocation by County (Based on 1 Delegate for Every 750 votes in 2020-Trump Presidential Election per GAGOP Rule 9.6 B)

**District 8:**

County Name	GOP Votes	Earned	Automatic	Total
Atkinson	2300	3	1	4
Baldwin	8903	12	1	13
Ben Hill	4110	5	1	6
Berrien	6419	9	1	10
Bibb (Part)	13006	17	0	17
Bleckley	4328	6	1	7
Brooks	4260	6	1	7
Clinch	2105	3	1	4
Coffee	10578	14	1	15
Colquitt	11777	16	1	17
Cook	4900	7	1	8
Crisp	4987	7	1	8
Dodge	5843	8	1	9
Echols	1256	2	1	3
Houston (Part)	33376	45	1	46
Irwin	3134	4	1	5
Jeff Davis	4695	6	1	7
Jones	9965	13	1	14
Lanier	2509	3	1	4
Lowndes	25691	34	1	35
Monroe	11060	15	1	16
Pulaski	2805	4	1	5
Telfair	2825	4	1	5
Tift	10784	14	1	15
Turner	2349	3	1	4
Twiggs	2370	3	1	4
Wilcox	2403	3	1	4
Wilkinson	2664	4	1	5
Worth	6830	9	1	10
<b>Total:</b>	<b>208232</b>	<b>279</b>	<b>28</b>	<b>307</b>

**Appendix B**

2023 Georgia Republican District Convention - Delegate Allocation by County (Based on 1 Delegate for Every 750 votes in 2020-Trump Presidential Election per GAGOP Rule 9.6 B)

**District 9:**

County Name	GOP Votes	Earned	Automatic	Total
Banks	7795	10	1	11
Fannin	12169	16	1	17
Franklin	9069	12	1	13
Gilmer	13429	18	1	19
Gwinnett (Part)	60278	80	0	80
Habersham	16637	22	1	23
Hall	64170	86	1	87
Hart	9464	13	1	14
Lumpkin	12163	16	1	17
Rabun	7474	10	1	11
Stephens	9367	12	1	13
Towns	6384	9	1	10
Union	12651	17	1	18
White	12222	16	1	17
Total:	253272	337	13	350

**District 10:**

County Name	GOP Votes	Earned	Automatic	Total
Barrow	26804	36	1	37
Butts	8406	11	1	12
Clarke	14446	19	1	20
Elbert	6226	8	1	9
Greene	7068	9	1	10
Hancock	1159	2	1	3
Henry (Part)	28175	38	0	38
Jackson	29497	39	1	40
Jasper	5822	8	1	9
Madison	11326	15	1	16
Morgan	8230	11	1	12
Newton (Part)	7633	10	0	10
Oconee	16595	22	1	23
Oglethorpe	5593	7	1	8
Putnam	8291	11	1	12
Taliaferro	360	0	1	1
Walton	37842	50	1	51
Wilkes (Part)	643	1	0	1
Total:	224116	297	15	312



**Appendix B**

2023 Georgia Republican District Convention - Delegate Allocation by County (Based on 1 Delegate for Every 750 votes in 2020-Trump Presidential Election per GAGOP Rule 9.6 B)

**District 11:**

County Name	GOP Votes	Earned	Automatic	Total
Bartow	37674	50	1	51
Cherokee (Part)	79667	106	1	107
Cobb (Part)	86004	115	1	116
Pickens	14075	19	1	20
Total:	217420	290	4	294

**District 12:**

County Name	GOP Votes	Earned	Automatic	Total
Bulloch	18386	25	1	26
Burke	5400	7	1	8
Candler	3133	4	1	5
Columbia	50013	67	1	68
Effingham (Part)	6527	9	0	9
Emanuel	6551	9	1	10
Evans	2888	4	1	5
Glascok	1403	2	1	3
Jefferson	3537	5	1	6
Jenkins	2161	3	1	4
Johnson	2850	4	1	5
Laurens	14493	19	1	20
Lincoln	3179	4	1	5
McDuffie	6169	8	1	9
Montgomery	2960	4	1	5
Richmond	26781	36	1	37
Screven	3916	5	1	6
Tattnall	6053	8	1	9
Toombs	7872	10	1	11
Treutlen	2101	3	1	4
Warren	1166	2	1	3
Washington	4663	6	1	7
Wheeler	1583	2	1	3
Wilkes (Part)	2180	3	1	4
Total:	185965	249	23	272

**Appendix B**

2023 Georgia Republican District Convention - Delegate Allocation by County (Based on 1 Delegate for Every 750 votes in 2020-Trump Presidential Election per GAGOP Rule 9.6 B)

**District 13:**

County Name	GOP Votes	Earned	Automatic	Total
Clayton (Part)	9957	13	1	14
Cobb (Part)	15165	20	0	20
Douglas (Part)	13292	18	1	19
Fayette (Part)	3236	4	0	4
Fulton (Part)	5677	8	0	8
Henry (Part)	14950	20	1	21
Total:	62277	83	3	86

**District 14:**

County Name	GOP Votes	Earned	Automatic	Total
Catoosa	25167	34	1	35
Chattooga	8064	11	1	12
Cobb (Part)	14519	19	0	19
Dade	6066	8	1	9
Floyd	29123	39	1	40
Gordon	19405	26	1	27
Murray	12943	17	1	18
Paulding	54525	73	1	74
Polk	13589	18	1	19
Walker	23174	31	1	32
Whitfield	25636	34	1	35
Total:	232211	310	10	320

**Appendix C**  
**COUNTIES OVER 80,000 POPULATION**

(Based on the 2020 census) The Georgia Republican Party requires these counties to hold Precinct Caucus Meetings at a time determined by the State Call, prior to the date of the County Convention.

<b>County</b>	<b>Population</b>
Barrow	81,294
Bartow	106,456
Bibb	153,026
Bulloch	81,099
Carroll	118,692
Chatham	289,649
Cherokee	253,780
Clarke	126,952
Clayton	287,560
Cobb	756,653
Columbia	154,257
Coweta	145,839
DeKalb	755,287
Dougherty	88,696
Douglas	145,063
Fayette	113,544
Floyd	97,805
Forsyth	237,605
Fulton	1,051,550
Gwinnett	926,414
Glynn	85,008
Hall	201,434
Henry	229,994
Houston	155,317
Lowndes	116,436
Muscogee	195,418
Newton	109,835
Paulding	164,440
Richmond	202,178
Rockdale	90,155
Walton	93,284
Whitfield	104,122

**All other counties in the State have less than 80,000 in population. These counties are required to hold Precinct Caucus Meetings or Rule 9.2(B) Political Subdivision Meetings (unless granted a waiver under Party Rule 9.2) on the same date as the County Convention as determined by the State Call.**

## Appendix D

### 2023 Georgia Republican District Convention - Delegate Allocation by County (2020-Trump Presidential Election per GAGOP Rule 2.2(O))

#### Per GAGOP State Rule 2.2 O:

##### GAGOP State Committee

In addition to the District Chairmen, there shall be one hundred fifty (150) members elected by the various District Conventions of which one shall be allocated to each Congressional District and the remainder of which shall be allocated among the Congressional Districts in accordance with the number of votes cast therein for the Republican nominee for President in the immediately preceding General Election for such office.

<b>Congressional District</b>	<b>GOP Votes</b>	<b>Earned</b>	<b>Automatic</b>	<b>Total</b>
First (1st)	189387	10	1	11
Second (2nd)	141799	8	1	9
Third (3rd)	247771	14	1	15
Fourth (4th)	75700	4	1	5
Fifth (5th)	64739	4	1	5
Sixth (6th)	236562	13	1	14
Seventh (7th)	118867	7	1	8
Eighth (8th)	208232	12	1	13
Ninth (9th)	253272	14	1	15
Tenth (10th)	224116	12	1	13
Eleventh (11th)	217420	12	1	13
Twelfth (12th)	185965	10	1	11
Thirteenth (13th)	62277	3	1	4
Fourteenth (14th)	232211	13	1	14
<b>Grand Total</b>	<b>2458317</b>	<b>136</b>	<b>14</b>	<b>150</b>

# 2023 Georgia Republican Convention Planning Manual



David Shafer, Chairman

Committee of the Convention Planning Manual

John White

Rebecca Yardley

Rachel Little

Karen Hentschel

Georgia Republican Party, Inc.

P. O. Box 550008

Atlanta, GA 30355

(404) 257-5559

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***NOTE: All Excel and Word Document files will be emailed out by the State Party to all County and District Chairmen by 1/15/23.***

## I. Preface

The Georgia Republican Party (“GRP”) publishes this Planning Manual as a companion document to the 2023 GRP Convention Call adopted by the GRP State Committee on October 24, 2022. It is designed and intended to be used in conjunction with the 2023 Call. In the event of any inconsistency between the Call and this Planning Manual, the Call supersedes and is the governing document.

## II. Critical Dates for Precinct Caucus and Conventions

The dates for the holding of Precinct Caucus and County & District Conventions as set in the Call and other critical dates relating to the Precinct Caucus and Conventions are:

Deadline for Counties & Districts to file a plan pursuant to Rule 9.2 (A) to hold Precinct Caucus and/or Conventions on an alternate date and for other purposes January 5, 2023

Deadline for the State Executive Committee to act on Counties & Districts request for alternate convention date(s). The plan shall be deemed approved if Committee does not act. January 10, 2023

Deadline for Counties to Publish Notice of Precinct Caucus & Conventions for Counties over 80,000 Population January 17, 2023  
*(A copy of the notice must be sent to the GRP Secretary within 5 business days after publication per Rule 9.4(A))*

**Precinct Caucus in Counties over 80,000 Population** are hereby called to convene at 10:00 A.M. on February 11, 2023  
*(Or pursuant to an approved plan under Rule 9.2(A)(2) at any other date & time between February 1- February 11, 2023)*

Deadline for Counties to publish the notice of Precinct Caucus & Conventions for Counties under 80,000 Population February 14, 2023  
*(A copy of the notice must be sent to the GRP Secretary within 5 business days after publication per Rule 9.4(A))*

Deadline for Over 80K County Chairmen to send notice to Delegates & Alternates to the County Convention March 1, 2023  
*(Or Earlier Pursuant to a Plan under Rule 9.2(A)(3))*

**Precinct Caucus in Counties under 80,000 Population** are hereby called to convene at 9:00 A.M. March 11, 2023  
*(Or pursuant to an approved plan under Rule 9.2(A)(5) at any other date & time between March 1 – March 11, 2023)*

**County Conventions** are hereby called to convene in each County in the State of Georgia at 10:00 A.M. March 11, 2023  
*(Or pursuant to an approved plan under Rule 9.2(A)(3) at any other date & time between March 1 – March 11, 2023)*

Deadline for District Chairmen to send notice to Delegates & Alternates to the District Convention  
(Or Earlier Pursuant to a Plan under Rule 9.3)

April 2, 2023

**Congressional District Conventions** are hereby called to convene in each Congressional District of the State of Georgia at 10:00 A.M. on  
***(Or pursuant to an approved plan under Rule 9.3 at any other date & time between April 12 – April 22, 2023)***

**April 22, 2023**

The **2023 State Convention** of the Georgia Republican Party is hereby called to convene at Columbus Convention and Trade Center, Columbus GA commencing at **2:00 P.M.** on **Friday, June 9, 2023** and continuing until adjournment

**June 9-10, 2023\***

**(Registration for Delegates and Alternates shall close at precisely 10:00 A.M. on Saturday, June 10, 2023)**

### **III. Rules & Procedures Governing Precinct Caucuses**

Precinct Caucuses are governed by Rule 9 of the Rules of the Georgia Republican Party and by the Call.

#### **Instructions for the County Chairmen in Advance of the Precinct Caucus**

1. Each County Committee is responsible for making arrangements for the holding of the Precinct Caucus [Rule 8.8(A)]. These arrangements should include:
  - (i) securing an appropriate meeting location; and
  - (ii) appointing an Arrangements Committee and a Registration Committee.

Alternatively, the Committee may delegate the authority to make these arrangements to the County Chairman or other officer or Party member.

2. The arrangements for the Precinct Caucus location must be finalized prior to the deadline for publication of notice of the Precinct Caucus.
3. Precinct Caucus should be held in public buildings and must be sufficient to allow each Precinct to separately caucus for the election of delegates & alternates to the County Convention. [Rule 9.10(C)].
4. Each County Chairman is responsible for ensuring that a notice of the date, time and place of the Precinct Caucus is published in the county legal organ in their County at least fifteen (15) days, but no more than sixty (60) days, before the date of the Precinct Caucus [Rule 9.4(A)].
5. The newspaper notice shall also include the date, time and place of the County Convention and, if known, of each District Convention for each Congressional District located in whole or in part in the County [Rule 9.4(B)], and if the Precinct Caucus and County Convention are to be held on the same date, the notice shall specify the separate time and location for *each* [Rule 9.4(C)].
6. Each County Chairman must provide a written or electronic copy of the newspaper notice to the Secretary of the GRP within five (5) business days after publication [Rule 9.4(D)].



7. Each County Committee may, but is not required to, direct the County Chairman to arrange for additional notice of the Precinct Caucus other than the newspaper notice [Rule 9.4(A)].
8. Unless the County Committee shall, on or before **January 5, 2023**, have adopted and submitted to the GRP State Executive Committee a plan ("Plan"),
  - (i) the Precinct Caucus shall be held on the date and at the time specified in the Call, and
  - (ii) all Precinct Caucuses in the County shall be held at a single location [Rule 9.2(A)].
9. Each County Chairman shall appoint a Temporary Precinct Caucus Chairman for the Precincts that do not have a Chairman (or for each Precinct Caucus location, if the County has an approved Plan to hold Precinct Caucuses in more than one location) [Rule 9.2(E)].
10. Notify all County and Precinct officers to inform them of the Meetings time and place.
11. Send an email invitation to previous Precinct Caucus attendees. If you have Precincts which have historically remained unorganized or had minimal participation in previous Precinct Caucuses, consider pulling a list of Hard R's from GAGOP Data Center and mailing postcards if you can secure funding.
12. Recruit individuals to serve as Sergeants-at-Arms.
13. Appoint a Registration Chairman & Committee to supervise registration at the meeting. Depending on the size of your County, a committee of at least three (3) members is suggested.
14. Appoint an Arrangements Chairman & Committee to assist with meeting location setup and other logistical arrangements.
15. Prepare an *Agenda* for the Caucus using the attached suggested form as a guide.
16. Make sufficient copies of all required forms and documents (See attached Documents List).
  - a. You will need one copy of each of the following **for each Precinct Caucus participant**: the *Agenda* and the *Registration Form*. (There are two copies of the *Registration Form* per page, so each page should be cut in half to make an individual form.)
  - b. You will only need one copy of the *Certification of Registration Cutoff for the Precinct Caucus location (not each Precinct Caucus itself)*.
  - c. You will need sufficient copies of the *Credentials Form-Delegates to County Convention* and *Credentials Form-Alternates to County Convention* for use by **each Precinct Caucus**.
17. For those Precincts that have historically had persons in attendance, consider preparing packets of the Precinct forms listed above in advance of their Caucus Meeting. While this step is not required, in all but the smallest counties taking the time to do this in advance should allow the Caucus Meetings to operate more smoothly. Preparation of a packet involves filing in the name of the precinct on each of the two types of forms (Delegate, & Alternate), and providing appropriate copies of the Delegate & Alternate Forms to indicate the exact number of Delegates and Alternates to be elected from that precinct. These packets of forms should be delivered to the Chairman of the Precinct.
18. Arrange to have at least one (preferably more) computers with Internet access at the Precinct Caucus Meeting location, to help verify and resolve questions of residency and voter registration status of Caucus Meeting participants.
19. The Precinct Caucus Meeting location and setup must be such as to allow participants from each Precinct to separately caucus to elect that Precinct's delegates and alternates.

20. Arrange to have an appropriate U.S. Flag available for the Pledge of Allegiance.
21. Arrange for an adequate supply of pens and a calculator for use by the Registration Committee.
22. Arrange for name tags for each meeting participant [*Suggested, but optional*].
23. Arrange to have a copy of *Robert's Rules of Order – Newly Revised, 12<sup>th</sup> Edition* at the Caucus Meetings for use by the Parliamentarian.

**Instructions to the Precinct Caucus Chairman for Preparation in Advance of the Precinct Caucus Date**

1. Telephone or email all Precinct officers to inform them of the Meetings.
2. Send an electronic invitation to previous Precinct Caucus attendees.
3. If your Precinct does not have a Precinct Secretary, recruit someone to serve as Precinct Caucus Secretary to record the proceedings at the Precinct Caucus.
4. You will need one copy of each of the following for each Precinct Caucus participant: the *Agenda* and the *Registration Form*. (*There are two copies of the Registration Form per page, so each page should be cut in half to make an individual form.*)
5. You will need sufficient copies of the *Credentials Form-Delegates to County Convention* and *Credentials Form-Alternates to County Convention* for use by each Precinct Caucus together with a *Precinct Officer Certification*.

**Instructions for the Precinct Caucus Chairman in Conducting the Precinct Caucus**

1. At the time registration opens the morning of the Precinct Caucus, the Precinct Caucus Chairman should designate an official clock to be used to determine the time for cutoff of registrations. The Registration Committee Chairman should monitor the official clock to ensure that no one, not actually in line to register at the time designated for the beginning of the Precinct Caucus, shall be allowed to register and participate in the Precinct Caucus. No one can be registered for seating after the time designated for convening of the Precinct Caucus and may not participate in the election of delegates and alternates to the County Convention. Only persons already in line at the designated time may complete the registration process. At the deadline, a designated party official should be stationed at the end of the line to ensure that no one else is allowed to enter the line.
2. Copies of the *Agenda* should be distributed to each participant when they register.
3. Participants at Precinct Caucuses must be registered voters in your County. **An individual does not have to be a dues-paying member of the Party to participate in a Precinct Caucus or to serve as a delegate or alternate to the County Convention.** Voter registration status, if in question, can be determined by: (i) presentation of a valid voter registration card, or (ii) checking the online voter database at the Secretary of State website: [www.mvp.sos.ga.gov](http://www.mvp.sos.ga.gov). The following information is required to access a voter's registration information: (a) First initial; (b) Last Name; and (c) Full date of birth.
4. Only persons who are in accord with the principles of the Republican Party, believe in its declaration of policy, and are in agreement with its aims and purposes may participate in a Precinct Caucus.

5. Upon calling a Precinct Caucus Meeting to order, the Precinct Caucus Chairman should immediately announce the appointment of the Precinct Caucus Parliamentarian, the Temporary Precinct Caucus Secretary and any Sergeants-at-Arms.
6. No official business may be transacted at the Precinct Caucus until the report of the Registration Committee has been received *[Rule 9.10(G)]*; however, the invocation, pledge of allegiance, introduction of elected officials and Party officers are not official business and may proceed while you await the report of the Registration Committee.
7. This is also a good time to invite anyone at the Precinct Caucus who is not a current dues-paying member of the County Party to join or renew.
8. The Registration Committee should report once they have checked and certified all of the participants at the Precinct Caucus. The Registration Committee should report the number of participants by Precinct. **It is not necessary to have a motion to approve the report of the Registration Committee.**
9. Prior to making its report, the Registration Committee should prepare packets of Precinct forms for each Precinct with registered participants for which packets of forms were not prepared in advance. *[See Item 3 on page 5 above].*
10. Following the report of the Registration Committee, the Precinct Caucus can proceed with official business. The first item should be the reading of the Call. *[The Precinct Caucus Chairman will probably want to make advance arrangements to have someone make a motion at this point to dispense with the reading of the Call.]* In the absence of the reading of the Call, the presiding officer should explain briefly the purpose of the Precinct Caucus. Because the Call does not specify adoption of resolutions as a purpose of the Precinct Caucus, any such motion would not be in order.
11. The next order of business should be the election of, first, a Permanent Precinct Caucus Chairman and then a Precinct Caucus Secretary. *[Again, make advance arrangements to have someone make appropriate motions.]*

Unless the County Chairman has already appointed someone to chair each Precinct Caucus, the Precinct Caucus Chairman should review the list of persons registered for each Precinct to determine who should be appointed as the Temporary Chair of each Precinct Caucus. In appointing someone to preside over each Precinct caucus, preference should be given to the Precinct Chairman (or in his absence the Precinct First Vice Chairman or other ranking officer of the Precinct Executive Committee). If no member of the Precinct Executive Committee is present, the Precinct Caucus Chairman should appoint a presiding officer for such Precinct from among the participants present from such Precinct. *[It is suggested that a list of the officers and members of each Precinct Executive Committee will be provided for each organized Precinct].*

12. At least one person from a Precinct must be present in order for that Precinct to caucus. **If no one is present from a Precinct or if a Precinct does not fill all of its positions, the delegate and alternate positions for that Precinct may not be filled by any other precinct or by the Precinct Caucus *[Rule 9.2(C)]*.**
13. Next, the Precinct Caucus Chairman should announce that each precinct will caucus separately to elect County Convention Delegates and Alternate Delegates. The Precinct Caucus Chairman should deliver to the person who will be presiding over each Precinct caucus the following documents for such Precinct: (i) *Credentials Form – Delegates to County Convention* and (ii) *Credentials Form – Alternates to County Convention*. The Precinct Caucus Chairman shall also inform the person presiding over each Precinct

caucus whether any participants for that Precinct have “provisional” voting status, and if, so, the identity of such participants. If the participants in a Precinct desire to do so, they may elect a presiding officer for such Precinct’s caucus other than the one appointed by the Precinct Caucus Convener.

14. The election of Delegates and Alternate Delegates to the County Convention and the election of Precinct officers shall be made by majority vote of the Precinct Caucus participants present for such Precinct.

**There are no automatic delegates (i.e., elected officials or House District or Precinct officers.)** If the number of “provisional” participants in any Precinct caucus shall be sufficient to alter the outcome of any contested election, then a separate vote shall be taken from which such “provisional” participants shall be excluded from voting, and the results of both votes shall be reported on the appropriate form. ***No Alternates may be elected until all available Delegate positions have been filled.***

15. *Robert’s Rules of Order – Newly Revised, 12<sup>th</sup> Edition* shall govern all deliberations of Precinct Caucus.
16. As each Precinct Caucus completes its work, the Precinct Caucus Chairman and Precinct Caucus Secretary should check the completed forms from each Precinct to make sure that only the correct number of delegates and alternates have been elected; and that the information entered on the form appears to be legible and complete. In lieu of forms from each precinct, a consolidated Excel spreadsheet containing the required information certified by the Precinct Caucus Chairman and Precinct Caucus Secretary is acceptable. Otherwise, the Precinct Chairman and Precinct Secretary (if any) must sign each page of each of the following forms:
  - a. Delegate Credentials Forms for each Precinct that caucused;
  - b. Alternate Delegate Credentials Forms (if any) for each Precinct that caucused; and
  - c. The Precinct Caucus Chairman and Precinct Caucus Secretary are responsible for signing the Certification of Registration Cutoff.

**Failure to sign/certify each page of the forms or the Excel form is a violation of GRP Rules and may result in delegates and alternates not being seated at the County Convention.** The Precinct Caucus Secretary should retain a copy of each of these forms.

17. After all Precincts have completed their elections, the Precinct Caucus participants should reassemble for any announcements and then adjourn.

**Instructions for Follow-Up After the Precinct Caucus Meetings:**

1. For each County holding its Precinct Caucuses more than (2) business days prior to its County Convention, the Precinct Caucus Chairman shall file with the County Chairman (by hand delivery, electronic filing or by mail) originals or copies of each of the forms listed in item 16 above. Such filing shall take place no later than two (2) business days after the adjournment of the Precinct Caucuses. [See Rule 9.7(A)].
2. In each County holding its Precinct Caucus on the same day as, or within two (2) business days of the date of, its County Convention, then prior to the time scheduled for the County Convention, the Precinct Caucus Chairman must hand deliver originals of each of those forms listed in Item 16 above.
3. The Precinct Caucus Chairman or Secretary shall transfer all information from each of the Precinct Delegate & Alternates Elected to County Convention forms onto the excel spreadsheet provided by the State Party to compile a full list of Delegates and Alternates elected to the County Convention.

4. The County Chairman must file copies of the forms described in 16 above with the State GRP Secretary at GRP Headquarters no later than seven (7) business days after the adjournment of the Precinct Caucus.

Correspondence to the GRP Secretary should be addressed to:

Secretary, Georgia Republican Party  
P.O. Box 550008  
Atlanta, GA 30355  
secretary@gagop.org  
Fax: 404-257-0779

5. No names may be added to the delegate and alternate lists after adjournment of the Precinct caucus. Addition of any names after adjournment could nullify the election results of the entire Precinct.

#### **IV. Rules & Procedures Governing the Holding of County Conventions**

1. Prior to the County Convention, the County Chairman shall establish interim County Convention Committees and appoint chairs for each such Committee, unless otherwise specified in your county bylaws [Rule 8.10]. The number and size of the interim County Convention Committees shall be determined in accordance with the County Party Rules, or in the absence of County Party Rules governing their makeup, by historical practice and as dictated by the size of the County. [See “*Duties and Responsibilities of Convention Committees*” below].
2. In any County holding its Precinct Caucus prior to February 11, 2023, the County Chairman shall, at least ten (10) days in advance of the County Convention, send written notices mailed or circulated by written electronic communication (e.g., fax or email) to each Delegate and Alternate elected at the Precinct Caucus, informing them of the time, place and date of the County Convention [Rule 9.2 (F)]. If the Nominating Committee will be holding meetings in advance of the date of the Convention, the dates, times and locations of any such meetings should be included in the notice. It is a good idea to specify a deadline for the submission of any proposed resolutions or changes or additions to the County Party Rules, in order for the Rules and Resolutions Committees to have adequate time to consider any such proposals.
3. The County Chairman shall either make or ensure that the Chairman of one of the Convention Committees shall be responsible for making copies of all necessary forms for certifying the election of Delegates & Alternates to the State Convention, for certifying the election of Delegates & Alternates to each Congressional District Convention, and for certifying the election of County Party officers.
4. A copy of a proposed Agenda and proposed Convention Standing Rules (if any) should be distributed to each Delegate and Alternate when they register.
5. The County Chairman shall ensure that a full copy of the Call (including all appendices) is available for reference at the County Convention.
6. On the date and at the time specified for the County Convention in the Call (or pursuant to a Plan adopted by the County Committee and approved by the State Executive Committee), the County Chairman shall call the Convention to order and preside as Convention Chairman. If the County Chairman is not present, the First Vice Chairman or next ranking County Party officer shall preside, or if there are no County Party officers present, the Convention shall, by majority vote, elect a Convention Chairman. The County Party Secretary, or in his/her absence, the Assistant Secretary, shall serve as the

Convention Secretary. If neither the County Secretary nor Assistant Secretary is present, the Convention Chairman shall appoint someone present to serve as Convention Secretary, subject to the approval of a majority vote of the Convention.

7. The Convention Chairman then appoints a Parliamentarian and announces the members of the Convention Committees. Each member of a Convention Committee must be a Delegate to the Convention; provided, however, that Alternate Delegates may be appointed and serve on the Arrangements Committee.
8. The Convention Chairman may then ask for an invocation, the pledge to the flag, make announcements, introduce elected officials and other guests, and yield the floor to invited speakers; however, the Convention may not conduct any business until it has been officially organized by receiving and approving the reports of the Credentials Committee and the Rules Committee.
9. When the Credentials Committee has completed its preliminary work, the Credentials Committee Chairman shall present its initial report to the Convention. The report of the Credentials Committee is deemed to be a motion by the Committee for its acceptance – it does not require a second.
10. If there are more Alternates registered than the number of unfilled Delegate positions, the Convention Chairman should ask for a motion to determine which Alternates should be seated. Alternatively, in some Counties, either by custom or pursuant to County Party Rules, at this point the Convention briefly adjourns to allow Delegates to caucus by Precinct or by other political subdivision to determine by majority vote the seating of Alternates for that Precinct or other political subdivision.
11. Once the determination of which Alternates are to be seated has been completed, the Chairman of the Credentials Committee shall submit the Committee's final report establishing the final voting strength of the Convention (and if the County has more than one Congressional District, the final voting strength of each Congressional District delegation). As before, the final report of the Committee is deemed to be a motion for its acceptance and does not require a second.
12. The Convention should recess to allow the elevated Alternates to be re-credentialed and seated as Delegates.
13. Next, the Convention Chairman should call on the Chairman of the Rules Committee to move first, for the adoption of Convention Standing Rules, and second, for the adoption of the proposed Convention Agenda. If no Convention Standing Rules have been prepared, the operation of the Convention will be governed by *Robert's Rules of Order, Newly Revised, 12<sup>th</sup> Edition*. The motions by the Rules Committee Chairman do not require seconds.
14. After any Alternates have been seated, and Convention has adopted an Agenda and any Standing Rules, the Convention's official business may now begin.
15. The Convention may then take up the reports of the Rules Committee, the Nominating Committee, and the Resolutions Committee. There is no specific order in which these should be taken up, except that they should be taken up as provided in the Convention Agenda.
16. The Chairman of the Rules committee should move for consideration and adoption, any new or revised County Party Rules.  
*[RULES CHANGE: A County is not required to adopt or re-adopt Rules at a Convention if there is no change to the existing rules].*

17. The Chairman of the Nominating Committee shall present to the County Convention the report of the Committee regarding:
- a. Nominations for Delegates and Alternate Delegates to the State Convention; and
  - b. Nominations for Delegates and Alternate Delegates to the Congressional District Convention of the Congressional District located in whole or in part in the County.
  - c. Nomination for County Officers

Each of these may be taken up in the order as specified in the Agenda, or if not so specified, at the discretion of the Convention Chairman. Only Delegates from a Congressional District should be allowed to vote on the election of Delegates and Alternate Delegates to that Congressional District Convention.

18. Delegates and Alternates shall not be paired. No Alternates may be elected until all available Delegate positions have been filled. No unit rule may be imposed by the Convention on the Delegates it elects. A person does not have to be in attendance at the County Convention to be elected as a Delegate or Alternate Delegate to the State Convention or a District Convention. *[Rule 9.10(B)]*.
19. The Chairman of the Resolutions Committee shall present to the County Convention for consideration and resolutions proposed by the Resolutions Committee.
20. Once all Convention business has been completed, a motion to adjourn is in order. No business may be transacted following adjournment.
21. Within five (5) business days after the adjournment of the County Convention, the Chairman of the Convention shall file with the State Secretary at GRP headquarters **and with the Chairman of each Congressional District in which a part of the County is located:**
- a. A copy of the Convention minutes
  - b. A list of the Delegates & Alternates elected to the State Convention in excel format
  - c. A list of the Delegates & Alternates elected to each District Convention in excel format
  - d. A certified list of the officers duly elected at the County Convention in excel format
  - e. A copy of the current County Party Rules (*whether or not amended at the Convention*)
  - f. Certificate of County Convention
  - g. Certification of Registration Cutoff.

*[Each list of Delegates & Alternates must include their respective full name as registered to vote, residence address, telephone numbers, and email addresses, full date of birth and Voter ID number.]*

Each page of the above documents must be signed by the Chairman and the Secretary of the County Convention, which signatures constitute a certification that, to the best of such signatory's knowledge, the information contained in the document is true and correct and that the County Convention was conducted in accordance with the Rules. *[Rule 9.10(D)]*.

22. Each document required by Rule 9 to be filed with the Secretary of the GRP or with any District Chairman, in order to be timely filed, must either be delivered by hand, by electronic filing (i.e., by fax or by email), or by mail (if postmarked within the time specified for filing. *[Rule 9.10(D)]*)

Correspondence to the GRP Secretary should be addressed to:

Secretary, Georgia Republican Party  
P.O. Box 550008  
Atlanta, GA 30355  
secretary@gagop.org  
Fax: 404-257-0779

23. Within thirty (30) days of the adjournment of the County Convention, the County Chairman (not the Convention Chairman) shall file a copy of the current County Party Rules (*whether or not they were amended at the County Convention*) with the election superintendent of the County.

**V. Rules & Procedures Governing the Holding of Congressional District Conventions**

1. Prior to the District Convention, the District Chairman shall establish District Convention Committees and appoint chairs for each such Committee, unless otherwise specified in your district bylaws [Rule 8.10] The number and size of the District Convention Committees shall be determined in accordance with the District Party Rules, or in the absence of District Party Rules governing their makeup, by historical practice and as dictated by the size of the District. [See "*Duties and Responsibilities of Convention Committees*" below].
2. At least ten (10) days in advance of the District Convention, the District Chairman shall send written notices mailed or circulated by written electronic communication (e.g., fax or email) to each Delegate and Alternate elected at the County Conventions Meetings, informing them of the time, place and date of the District Convention [Rule 9.3 (C)].
3. The District Chairman shall either make or ensure that the Chairman of one of the Convention Committees shall be responsible for making copies of all necessary forms for certifying the election of District Party officers and for certifying the election of members of the State Committee.
4. A copy of a proposed Agenda and proposed Convention Standing Rules (if any) should be distributed to each Delegate and Alternate when they register.
5. The District Chairman shall ensure that a full copy of the Call (including all appendices) is available for reference at the District Convention.
6. On the date and at the time specified for the District Convention in the Call (or pursuant to a Plan adopted by the District Committee and approved by the State Executive Committee), the District Chairman shall call the Convention to order and preside as Convention Chairman. If the District Chairman is not present, the First Vice Chairman or next ranking District Party officer shall preside, or if there are no District Party officers present, the Convention shall, by majority vote, elect a Convention Chairman. The District Party Secretary, or in his/her absence, the Assistant Secretary, shall serve as the Convention Secretary. If neither the District Secretary or Assistant Secretary is present, the Convention Chairman shall appoint someone present to serve as Convention Secretary, subject to the approval of a majority vote of the Convention.
7. The Convention Chairman then appoints a Parliamentarian and announces the members of the Convention Committees. Each member of a Convention Committee must be a Delegate to the Convention; provided, however, that Alternate Delegates may be appointed and serve on the Arrangements Committee.
8. The Convention Chairman may then ask for an invocation, the pledge to the flag, make announcements, introduce elected officials and other guests, and yield the floor to invited speakers; however, the



Convention may not conduct any business until it has been officially organized by receiving and approving the reports of the Credentials Committee and the Rules Committee.

9. When the Credentials Committee has completed its preliminary work, the Credentials Committee Chairman shall present its initial report to the Convention. The report of the Credentials Committee is deemed to be a motion by the Committee for its acceptance – it does not require a second.
10. If there are more Alternates registered than the number of unfilled Delegate positions, the Convention should briefly recess to allow Delegates to caucus by County to determine by majority vote the seating of Alternates for that County.
11. Once the determination of which Alternates are to be seated has been completed, the Chairman of the Credentials Committee shall submit the Committee's final report establishing the final voting strength of the Convention. As before, the final report of the Committee is deemed to be a motion for its acceptance and does not require a second.
12. The Convention should recess to allow the elevated Alternates to be re-credentialed and seated as Delegates.
13. Next, the Convention Chairman should call on the Chairman of the Rules Committee to move first, for the adoption of Convention Standing Rules, and second, for the adoption of the proposed Convention Agenda. If no Convention Standing Rules have been prepared, the operation of the Convention will be governed by *Robert's Rules of Order, Newly Revised, 12<sup>th</sup> Edition*. The motions by the Rules Committee Chairman do not require seconds.
14. After any Alternates have been seated, and Convention has adopted an Agenda and any Standing Rules, the Convention's official business may now begin.
15. The Convention may then take up the reports of the Rules Committee, the Nominating Committee, and the Resolutions Committee. There is no specific order in which these should be taken up, except that they should be taken up as provided in the Convention Agenda.
16. The Chairman of the Rules committee should move for consideration and adoption, any new or revised District Party Rules. *[RULES CHANGE: A District is not required to adopt or re-adopt Rules at a Convention if there is no change to the existing rules]*.
17. The Chairman of the Nominating Committee shall present to the District Convention the report of the Committee regarding: (i) district officers and (ii) State Committee members as defined by Appendix D of the Call. Each of these may be taken up in the order as specified in the Agenda, or if not so specified, at the discretion of the Convention Chairman.
18. Delegates and Alternates shall not be paired. No Alternates may be elected until all available Delegate positions have been filled. No unit rule may be imposed by the Convention on the Delegates it elects. A person does not have to be in attendance at the District Convention to be elected as a Delegate or Alternate Delegate to the National Convention. *[Rule 9.10(B)]*.
19. The Chairman of the Resolutions Committee shall present to the District Convention for consideration and resolutions proposed by the Resolutions Committee.
20. Once all Convention business has been completed, a motion to adjourn is in order.

21. Within five (5) business days after the adjournment of the District Convention, the Chairman of the Convention shall file with the State Secretary at GRP headquarters:

- a. A copy of the Convention minutes
- b. A certified list of the members elected to the State Committee in excel format
- c. A certified list of the members elected as District Officers in excel format
- d. A copy of the current District Party Rules (*whether or not amended at the Convention*)
- e. Certificate of District Convention
- f. Certification of Registration Cutoff

Each page of the above documents must be signed by the Chairman and the Secretary of the District Convention, which signatures constitute a certification that, to the best of such signatory's knowledge, the information contained in the document is true and correct and that the District Convention was conducted in accordance with the Rules. [Rule 9.10(D)]

**Failure to sign/certify each page of the forms or the Excel form is a violation of GRP Rules and may result in delegates and alternates not being seated at the State Convention.** The District Secretary should retain a copy of each of these forms.

22. Each document required by Rule 9 to be filed with the Secretary of the GRP, in order to be timely filed, must either be delivered by hand, by electronic filing (i.e., by fax or by email), or by mail (if postmarked within the time specified for filing. [Rule 9.10(D)] .

Correspondence to the GRP Secretary should be addressed to:

Secretary, Georgia Republican Party  
P.O. Box 550008  
Atlanta, GA 30355  
secretary@gagop.org  
Fax: 404-257-0779

## **VI. Duties and Responsibilities of Convention Committees**

The rules governing the Organization of a Convention of an Established Society contained in Section 59 of *Robert's Rules of Order Newly Revised, 12<sup>th</sup> Edition* identifies three required convention committees: the Credentials Committee, the Committee on Standing Rules, and the Program Committee. By historical practice, the Committee on Standing Rules and the Program Committee have been combined and have been designated as the Rules Committee. Also, by historical practice, the registration function of the Credentials Committee has been designated to a separate Registration Committee. And depending on the particular County Party, there may be Arrangements, Nominating and Resolutions Committees and Sergeants at Arms. Some County Parties have historically combined their Rules and Resolutions Committees.

### **ARRANGEMENTS:**

The Arrangements Committee should:

1. Obtain the location for the Convention. This should be a building appropriate for public use such as a courthouse, municipal building, library or school.

2. Arrange for all materials and equipment necessary for the Convention. This could include pencils, pens, paper, calculator, tape, magic markers, tables, chairs, PA system, decorations, U. S. and Georgia flags.
3. Arrange for meeting rooms for the Credentials, Nominating, Rules and Resolutions Committees to meet separately, and privately, if necessary. Make sure there is sufficient seating and meeting space.
4. Make appropriate arrangements for the Registration Committee. The number of tables and chairs and their configuration will depend on the size of the Convention, and whether or not some Delegates & Alternates have pre-registered.
5. Create signs for the Registration area and for directions within the Convention facility, including the location of the Credentials, Nominating, Rules, and Resolutions Committees. Separate seating areas for Delegates, Alternates, and guests should be clearly marked. In Counties located in more than one Congressional District, the seating of Delegates should be separated by Congressional District to facilitate the election of Delegates and Alternates to each Congressional District Convention.
6. If you plan to use a Color Guard, contact local Boy or Girl Scouts, VFW, or ROTC.
7. County and District Party's should set a process on their websites to allow Delegates and Alternates to Pre-register. *[Depending on the County, this task may be performed by the Registration Committee or its Chairman].*

## **REGISTRATION:**

The Registration Committee should:

1. Obtain a list of Delegates and Alternates elected at the Precinct Caucus. In Counties located in more than one Congressional District, these lists must indicate the Congressional District of each Delegate and Alternate.
2. Plan to set up registration at least one hour before the Convention is scheduled to begin. This includes beginning the registration process early which will help to keep the Convention on schedule and allow the Credentials Committee ample time before the Convention start time to deal with any credential's questions or challenges.
3. On the day of the Convention, at the beginning of the registration process, the Chairman of the Registration Committee should designate an official clock to be used to determine the registration deadline.
4. Create pre-printed name tags for pre-registered Delegates and Alternates. In addition to indicating Delegate or Alternate status, in Counties lying in more than one Congressional District, each name tag should indicate the person's Congressional District.
5. Maintain a complete list of all registered Delegates, Alternates, and guests.
6. If a person's name does not appear on the list of Delegates and Alternates, or in the case of any registration questions or challenges, send the person to the Credentials Committee. Do not attempt

to settle disputes at the Registration tables. This will only delay the process and be a distraction to other Convention participants.

7. Close registration exactly at the appointed hour. The Chairman of the Registration Committee should appoint a member of the Committee to determine which persons are in line at the deadline. Only those participants already in line at the deadline can be allowed to register. **Late registrations are not permitted.** At the close of registration, total the number of Delegates and Alternates present and give the total and lists to the Credentials Committee.

### **CREDENTIALS:**

The Credentials Committee shall:

1. Address all questions concerning who is entitled to vote at the Convention. The Credentials Committee shall be governed by the Call. The Convention shall render a final decision concerning the seating of contested Delegates by a simple majority vote of the convention after hearing the recommendation of the Credentials Committee. However, **neither the Credentials Committee nor the Convention is authorized to seat those arriving after the registration deadline.**
2. Apply the GRP Rules, the County Party Rules, and the Call. The Credentials Committee, and more specifically its Chairman, should be well versed in the Party Rules, Convention Call and general procedures of the registration process.
3. Meet prior to the Convention and adopt a procedure for addressing and resolving any questions or challenges to the Convention registration, and to establish a procedure and method for re-credentialing any Alternates elevated to Delegates.
4. After the Registration Committee has provided the Credentials Committee with the final registration list, make any adjustments necessary as a result of resolving challenges and questions.
5. Adopt an initial report to the Convention certifying:
  - a. the total possible voting strength of the Convention;
  - b. the total number of Delegates registered; and
  - c. the total number of Alternates registered.
6. Unless otherwise provided in the County Party or District Party Rules, if the total number of Alternates present and registered, when combined with the total number of Delegates present and registered, does not exceed the total possible voting strength of the Convention, then the Credentials Committee shall have the authority to elevate all Alternates to Delegates, in which case its initial report shall also be its final report. However, if the number of registered Alternates exceeds the number of available unfilled Delegate positions, then following the initial report of the Credentials Committee, the Convention must determine by majority vote which Alternates to elevate.
7. After the Alternates have been elevated, the Credentials Committee shall submit its final report which shall constitute the final roll for establishing the total voting strength of the Convention, and if the County lies in more than one Congressional District, shall establish the total voting strength of each Congressional District delegation for the purpose of electing Delegates and Alternates to the respective District Conventions.

## **NOMINATING:**

The Nominating Committee shall:

1. Make nominations to the Convention as a whole for any positions be elected by the convention.

For County Conventions, the positions for which nominations are to be made are as follows:

- \* Delegates and Alternates to the State Convention
- \* Delegates and Alternates to the District Convention
- \* County officers

For District Conventions, the positions for which nominations are to be made are as follows:

- \* Members elected to the State Committee
- \* District officers

2. Interview candidates, deliberate, and vote on recommendations to the Convention. Depending on the number of positions to be filled, several meetings of the Committee may be necessary in advance of the date of the Convention as well as during the Convention.
3. Delegates and Alternates may not be paired *[Rule 9.10(B)(4)]*. This means that you may not recommend or specify that a particular Alternate shall fill the position of a particular Delegate should that Delegate not be present.
4. Delegates and Alternates nominated must be resident, registered voters of the jurisdiction they are to represent, but they are not required to be in attendance at the Convention at which they are elected.

## **RULES:**

The Rules Committee shall:

1. Prepare and present to the Convention a proposed Agenda.
2. Prepare and present to the Convention proposed Convention Standing Rules.
3. Prepare and present to the Convention any amendments or additions to the County or District Party Rules, which amendments or additions must not conflict with Georgia law or the GRP Rules.

*[RULES CHANGE: A County or District is not required to adopt or re-adopt Rules at a Convention if there is no change to the existing rules. Counties are still required to send a copy of the rules, regardless of changes or not, to the District, the GAGOP and within 30 days of the convention to the Elections Superintendent in each county [Rule 9.8 (B)].*

## **SERGEANT-AT-ARMS:**

The Sergeant at Arms Committee should:

1. Assemble prior to the convention to organize.
2. Wear an identifying badge or arm band.

3. Make sure that each Delegate is seated within the Delegate section and that Alternate Delegates, guests and observers are seated in the areas reserved for them.
4. Prevent unauthorized persons from entering or remaining on the Convention floor area that is reserved for Delegates during the conduction of Convention business. Only Delegates are allowed on the main floor of the Convention Hall, with the exception of the Sergeant-at-Arms and the Press with Press credentials.
5. Assist the Chairman in preventing official business from being transacted at the Convention while any of its committees are in session.
6. Assist with the collection and tabulation of any balloting.
7. Assist the Convention Chair in whatever reasonable action is necessary for the good order of the Convention.

**IMPORTANT NOTE:** Never use physical force.

### **RESOLUTIONS:**

The Resolutions Committee shall:

1. Present to the Conventions any proposed resolutions to be considered by the Convention. It may be necessary for the Committee to meet in advance of the Convention in order to give proper consideration to each proposed resolution.

VII. APPENDICES

RULE 9.2(A) COUNTY CONVENTION PLAN

(Must be Filed with the GRP Secretary On or Before January 5, 2023)

Pursuant to Rule 9.2(A) of the rules of the Georgia Republican Party, Inc. (the "Rules"), the \_\_\_\_\_ County Republican Party (the "County") has adopted the following plan for the holding of its County Convention (the "Plan"):

1. The **Precinct Caucus Meeting** shall be held *(Check only one)*:
- a. \_\_\_\_\_ On the date and time as set in the Call; or
  - b. \_\_\_\_\_ At the following date and time: \_\_\_\_\_, 2023, at \_\_\_\_\_ a.m./p.m.  
*(the date must be between February 1-11, 2023 if in Counties over 80,000 or between March 1-11, 2023 if in Counties under 80,000) and;*

At the following location(s):

Location: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_, GA. Zip code \_\_\_\_\_

2. The **County Convention** shall be held *(Check only one)*:
- a. \_\_\_\_\_ On the date and time as set in the Call; or
  - b. \_\_\_\_\_ At the following date and time: \_\_\_\_\_, 2023, at \_\_\_\_\_ a.m./p.m.  
*(the date must be between March 1-11, 2023 and;*

At the following location(s):

Location: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_, GA. Zip code \_\_\_\_\_

\_\_\_\_\_  
Chairman, \_\_\_\_\_ County Republican Party

\_\_\_\_\_  
Date

**SAMPLE NEWSPAPER NOTICE**

**COUNTIES OVER 80,000**

**FOR CAUCUS TO BE HELD BY**

**SATURDAY, FEBRUARY 11, 2023**

**PUBLISH BY Tuesday, January 27, 2023**

***Must be published at least 15 days prior to the convention***

**Republican Party to Hold Precinct Caucus**

On \_\_\_\_\_, February \_\_\_\_, 2023, at \_\_:00\_M, the \_\_\_\_\_ County Republican Party will convene Precinct Caucuses to elect Delegates and Alternates to the \_\_\_\_\_ County Republican Party Convention.

All \_\_\_\_\_ County residents who are legally registered to vote and believe in the principles of the Republican Party are urged to participate in this process.

Registration will open at \_\_:00\_M on February \_\_\_\_, 2023 at the following location(s) \_\_\_\_\_ (name and address of location) for Precinct Caucuses \_\_\_\_\_.

The \_\_\_\_\_ County Republican Party Convention will convene at \_\_:00AM on March \_\_\_\_, 2023 at (name and address of location)(city), Georgia to elect Delegates and Alternates to the Congressional District(s) Convention and State Convention. Additionally, the Convention will conduct all other business as necessary. Delegates and Alternates will be required to pay a fee of \_\_\_\_\_, which is to cover the cost of the County Convention.

The \_\_ Congressional District Convention will convene at \_\_:00AM on \_\_\_\_\_, April \_\_\_\_, 2023, at (name & address of location of convention if available) \_\_\_\_\_ in \_\_\_\_\_ (city), Georgia. The District Convention will be electing officers for the district and State Committee members for the next biennial. Delegates and Alternates will be required to pay a fee of \$ \_\_\_\_\_, which is to cover the cost of the Convention.

The Georgia Republican Party State Convention will convene at 2:00PM on Friday, June 9, 2023, in Columbus, Georgia and will elect state party officers for the next biennial, in addition to conducting all other business as necessary. Delegates and Alternates will be required to pay a fee, which is to cover the cost of the Convention.

For further information contact \_\_\_\_\_ (name) \_\_\_\_\_, Chairman of the \_\_\_\_\_ County Republican Party at (phone number and or e-mail) \_\_\_\_\_



**SAMPLE NEWSPAPER NOTICE**

**COUNTIES OF 80,000 OR UNDER**

**FOR CAUCUS TO BE HELD ON THE SAME DAY AS THE  
COUNTY CONVENTION ON SATURDAY, MARCH 11, 2023**

**PUBLISH BY Tuesday, February 24, 2023**

***Must be published at least 15 days prior to the convention***

**Republican Party to Hold Caucus and County Convention**

On \_\_\_\_\_, March \_\_\_, 2023, at \_\_:00\_M, the \_\_\_\_\_ County Republican Party will convene Precinct (or other political subdivision) Caucuses to elect Delegates and Alternate Delegates to the \_\_\_\_\_ County Republican Party Convention. The County Convention will convene at \_\_:00\_M on March \_\_\_, 2023, at the same location for the purpose of electing county party officers and Delegates and Alternates to the Congressional District Convention and the State Convention. Additionally, the Convention will conduct all other business as necessary.

Both the Precinct Caucuses and County Convention will be held at (name and address of location) (city), Georgia. The County Convention will convene at \_\_:00 \_\_M.

All \_\_\_\_\_ County residents who are legally registered to vote and believe in the principles of the Republican Party are urged to participate in this process. Delegates and Alternates will be required to pay a fee of \$\_\_\_\_\_, which is to cover the cost of the County Convention.

The \_\_ Congressional District Convention will convene at \_\_:00AM on \_\_\_\_\_, April \_\_\_, 2023, at (name & address of location of convention if available) \_\_\_\_\_ in \_\_\_\_\_ (city), Georgia. The District Convention will be electing officers for the district and State Committee members for the next biennial. Delegates and Alternates will be required to pay a fee of \$\_\_\_\_\_, which is to cover the cost of the Convention.

The Georgia Republican Party State Convention will convene at 2:00PM on Friday, June 9, 2023, in Columbus, GA. and will elect state party officers for the next biennial, in addition to conducting all other business as necessary.

**Delegates and Alternates will be required to pay a fee, which is to cover the cost of the Convention.**

For further information contact (name) \_\_\_\_\_, Chairman of the \_\_\_\_\_ County Republican Party, at (phone number and or e-mail) \_\_\_\_\_.

## **SAMPLE AGENDA FOR BOTH COUNTY & DISTRICT CONVENTIONS**

1. Call to Order by County/District Chair
2. Invocation \_\_\_\_\_  
Presentation of Colors \_\_\_\_\_  
Pledge of Allegiance led by \_\_\_\_\_  
National Anthem sung by \_\_\_\_\_
3. Recognition of Individuals - (County /District Chair)  
    Elected Officials  
    Special Dignitaries  
  
    Convention Committee Chairs that apply
  - Arrangements
  - Registration
  - Credentials
  - Nominating
  - Rules
  - Resolutions
  - Sergeant-at-Arms
4. Announcements by County/District Chair Report of the County/District Chair
5. Credentials Report
6. Recess to seat alternates
7. Final report of Credentials Committee
8. Adoption of the Convention Agenda
9. Adoption of Convention Standing Rules
10. The Convention Chair appoints a parliamentarian.
11. Recess for committee meetings Chair announces location of committee meetings
  - Persons wishing to be nominated at the County convention as delegates or alternates to the District and State conventions may meet with the nominating committee for their consideration.
12. Reconvene convention to receive the reports of Nominating, Rules, and Resolutions Committees
13. Adjourn

# **Precinct Caucus Credentials Forms**

## **PARTICIPANT REGISTRATION FORM**

### **\_\_\_\_\_ County Convention Registration Information**

*Please complete information below*

*Please note that the name and title you give here will be printed on your badge and the participants' list.*

#### **1. Participants Information:**

Precinct: \_\_\_\_\_ Voter ID #: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Legal Name: \_\_\_\_\_ Goes By: \_\_\_\_\_  
Physical Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: GA Postal/Zip Code: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_

#### **2. Participation in District and State Convention**

Please indicate by circling below if you are interested in participating in either District or State Convention as a delegate or alternate.

District Convention *	Delegate	Alternate
State Convention *	Delegate	Alternate

\*The cost of attending the District Convention is TBD plus travel/miscellaneous expenses. The cost for attending the State Convention is TBD.

#### **Oath of Affirmation**

Georgia Republican Party Rule 1.1 defines the qualifications for participation in party actions as "All electors who are in accord with the principles of the Republican Party, believe in its declaration of policy and are in agreement with its aims and purposes may participate as members of the Georgia Republican Party in its conventions and /or mass meetings."

I DO SWEAR OR AFFIRM THAT I AM IN ACCORD WITH THE PRINCIPLES OF THE REPUBLICAN PARTY, BELIEVE IN ITS DECLARATION OF POLICY AND AM IN AGREEMENT WITH ITS AIMS AND PURPOSES.

Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Signature: \_\_\_\_\_

## Precinct DELEGATES to County Convention

\_\_\_\_\_ Precinct \_\_\_\_\_ Number Allocated to County

Delegates to the \_\_\_\_\_ County 2023 Convention

Name	Date of Birth	Voter ID #
------	---------------	------------

Address

City	State	Zip
------	-------	-----

Mailing Address (If Different)

Phone	Cell	E-mail
-------	------	--------

Name	Date of Birth	Voter ID #
------	---------------	------------

Address

City	State	Zip
------	-------	-----

Mailing Address (If Different)

Phone	Cell	E-mail
-------	------	--------

Name	Date of Birth	Voter ID #
------	---------------	------------

Address

City	State	Zip
------	-------	-----

Mailing Address (If Different)

Phone	Cell	E-mail
-------	------	--------

**Note: All Delegate slots must be filled before you fill any Alternate slots**

Attest: \_\_\_\_\_  
Precinct Caucus Chairman      Precinct Caucus Secretary      Date

**Make Additional Copies As Needed – Chairman & Secretary Sign Each page**

Page \_\_\_\_ of \_\_\_\_

## Precinct ALTERNATES to County Convention

\_\_\_\_\_ Precinct \_\_\_\_\_ Number Allocated to County

Alternates to the \_\_\_\_\_ County 2023 Convention

Name	Date of Birth	Voter ID #
Address		
City	State	Zip
Mailing Address (If Different)		
Phone	Cell	E-mail

Name	Date of Birth	Voter ID #
Address		
City	State	Zip
Mailing Address (If Different)		
Phone	Cell	E-mail

Name	Date of Birth	Voter ID #
Address		
City	State	Zip
Mailing Address (If Different)		
Phone	Cell	E-mail

Attest: \_\_\_\_\_  
Precinct Caucus Chairman      Precinct Caucus Secretary      Date

***Make Additional Copies As Needed – Chairman & Secretary Sign Each page***

***Page \_\_\_\_ of \_\_\_\_***

## PRECINCT OFFICER FORMS

\_\_\_\_\_ COUNTY REPUBLICAN PARTY

\_\_\_\_\_ PRECINCT

We, (print) \_\_\_\_\_, Chairman and \_\_\_\_\_,  
Secretary of the \_\_\_\_\_ Precinct GOP Meeting held on \_\_\_\_\_, 2023  
hereby certify that the following officers were properly elected for the 2023-2025 term.

\_\_\_\_\_  
(Signature) Chairman

\_\_\_\_\_  
(Signature) Secretary

### **PLEASE PRINT**

**Chairman Name** \_\_\_\_\_ **Date of Birth** \_\_\_\_\_  
Address \_\_\_\_\_  
Phone (home) \_\_\_\_\_ (cell) \_\_\_\_\_  
Email \_\_\_\_\_

**Vice Chairman Name** \_\_\_\_\_ **Date of Birth** \_\_\_\_\_  
Address \_\_\_\_\_  
Phone (home) \_\_\_\_\_ (cell) \_\_\_\_\_  
Email \_\_\_\_\_

**Secretary Name** \_\_\_\_\_ **Date of Birth** \_\_\_\_\_  
Address \_\_\_\_\_  
Phone (home) \_\_\_\_\_ (cell) \_\_\_\_\_  
Email \_\_\_\_\_

**Treasurer** \_\_\_\_\_ **Date of Birth** \_\_\_\_\_  
Address \_\_\_\_\_  
Phone (home) \_\_\_\_\_ (cell) \_\_\_\_\_  
Email \_\_\_\_\_

**Other Name** \_\_\_\_\_ **Date of Birth** \_\_\_\_\_  
Address \_\_\_\_\_  
Phone (home) \_\_\_\_\_ (cell) \_\_\_\_\_  
Email \_\_\_\_\_

**Other Name** \_\_\_\_\_ **Date of Birth** \_\_\_\_\_  
Address \_\_\_\_\_  
Phone (home) \_\_\_\_\_ (cell) \_\_\_\_\_  
Email \_\_\_\_\_

**Please list any additional officers on separate sheet sign each additional page and attach**

## Certification of Registration Cutoff

\_\_\_\_\_ County Precinct Caucuses

The Rules of the Georgia Republican Party require that Precinct Caucuses, County, District and State Conventions must be called to order exactly at the time and date designated in the Call. No one may be registered after the designated time and may not be seated as a delegate or alternate. Only those already in line at the appointed time may complete the registration process. At the deadline, a designated party official should be stationed at the end of the line to ensure that no one else is allowed to enter the line.

### CERTIFICATION:

WE, the undersigned, do hereby certify that entry to registration for the \_\_\_\_\_ County Republican Party Precinct Caucus Meeting was cutoff at \_\_\_\_ M on \_\_\_\_\_, February \_\_\_\_, 2023. At the time there were \_\_\_\_\_ individuals in line waiting to be registered.

WE further certify that no individuals arriving after the certified cutoff were allowed to be registered or to be seated as a Delegate or Alternate.

### Registration Chair:

_____	_____	_____
Printed Name	Signature	Date

### Sergeant-at-Arms Chair:

_____	_____	_____
Printed Name	Signature	Date

### Credentials Chair:

_____	_____	_____
Printed Name	Signature	Date

### ATTESTED BY:

_____	_____	_____
Caucus Chair	Caucus Secretary	Date

Page \_\_\_\_ of \_\_\_\_



# Precinct Caucus DELEGATES Elected to County Convention

## &

# Precinct Caucus ALTERNATES Elected to County Convention

See Rule 9.5 for Allocation of Delegates

*The Caucus Chair/Secretary will transfer all data from precinct forms to the excel spreadsheet  
and then remit a signed & certified copy to their County Chair and the State Party*

***Must be submitted on the Excel Spreadsheet furnished by the State Party  
See Example Below. State Party will email excel spreadsheet in January.***

2023 Precinct Caucus Delegates & Alternates Elected to County Convention

\*\*FOR EXAMPLE PURPOSES ONLY\*\*

		First	Middle	Last						Full Date			County	County	County	County
County	Voter ID	Name	Name	Name	Goes By	Address	City	State	ZIP Code	of Birth	Phone	E-Mail	Precinct	District	Delegate	Alternate
Appling	811346	John	M	Smith		123 Main Street	BAILEY	GA	31513	01/01/2002	912-222-3344	smithfamily@gmail.com	4D	12	1	
Appling	600678	Jane	S	Smith	Lyne	123 Miller Street	BAILEY	GA	31513	03/15/2002	912-222-4455	janasmith@gmail.com	4D	12		1

Example - Delete before adding your Del/Alt  
Example - Delete before adding your Del/Alt

ATTEST:

Allocated to County 2 2

Caucus Chairman \_\_\_\_\_ Date \_\_\_\_\_

Caucus Secretary \_\_\_\_\_ Date \_\_\_\_\_

**\*\*PLEASE NOTE\*\***

1. First, Middle & Last Name should be listed as the Delegate or Alternates Registered Voter Name
2. Each email must be unique - household couples may not share the same email, they must create an additional email for the other spouse in order to register for State Convention ( i.e. John Smith: smithfamily@gmail.com & Jane Smith: janasmith@gmail.com)
3. All boxes must be completed in full and filled in. This is required for data entry so that convention packets can be emailed out to delegation members.

## Certificate of \_\_\_\_\_ County Caucus

(Over 80,000 and Under 80,000)

We, \_\_\_\_\_ [Caucus Chairman] and \_\_\_\_\_ [Caucus Secretary], do hereby certify that we are the duly elected Caucus Chairman and Caucus Secretary for the \_\_\_\_\_ Republican Party County Caucus held on Saturday, [February 11, 2023 or March 11, 2023] and that, to the best of our knowledge, the information in each document listed below and filed with the Secretary of the Georgia Republican Party is true and correct and that the \_\_\_\_\_ Republican Party Caucus was conducted in accordance with the Rules of the Georgia Republican Party.

Documents to be filed:

1. List of Delegates and Alternates Elected to the \_\_\_\_\_ County Convention in excel format;
2. List of Precinct Officers duly elected at the Precinct Caucus. This Certificate of County Precinct Caucus may be signed and delivered electronically in one or more counterparts each of which when combined constitutes an original instrument; and
3. Certificate of Registration Cutoff.

This, \_\_\_\_\_ day of \_\_\_\_\_, 2023.

By: \_\_\_\_/s/\_\_\_\_\_

Name: \_\_\_\_\_

Caucus Chairman

By: \_\_\_\_/s/\_\_\_\_\_

Name: \_\_\_\_\_

Caucus Secretary

# **County Credentials Forms**

**Sample  
Delegate (Alternate) Letter  
for County Convention**

Date \_\_\_\_\_

Dear \_\_\_\_\_ County Republican,

Congratulations! You have been duly elected to represent your precinct at the \_\_\_\_\_ County Republican Convention on, \_\_\_\_\_, March \_\_\_\_\_, 2023. The Convention will take place at \_\_\_\_\_ (Name of Venue) located at \_\_\_\_\_ (Address), in \_\_\_\_\_ (City), Georgia \_\_\_\_\_ (ZIP). The Convention will begin at \_\_\_\_\_ M and registration will close promptly at that hour. No one will be allowed to register after the deadline.

The delegate (alternate) fee for this year's Convention is \$\_\_\_\_\_, which is used to cover the expenses of the Convention. You will greatly help to speed the registration process if you pre-register. Please use the enclosed form for that purpose. If you do not wish to pre-register, please bring the completed form with you to the Convention.

The County Convention will be electing Delegates and Alternates to the District and State Conventions. Additionally, the County Convention may be adopting rules for the County Republican Party and conducting other necessary business.

At the District Convention, the District Party may be adopting rules for the District Party and conducting other necessary business. The District Convention will also elect officers and State Committee members for the biennial. There will be a delegate (alternate) fee for this year's Convention, which is used to cover the expenses of the Convention.

At the State Convention, the State Party will be electing officers of the state party, in addition to conducting all other business as necessary. There will be a delegate (alternate) fee for this year's Convention, which is used to cover the expenses of the Convention.

Sincerely,

\_\_\_\_\_  
County Chair

FYI: District Convention will be held \_\_\_\_\_, April \_\_\_\_, 2023 at \_\_\_\_:00am



## Certification of Registration Cutoff

\_\_\_\_\_ County Convention

The Rules of the Georgia Republican Party require that Precinct Caucuses, County, District and State Conventions must be called to order exactly at the time and date designated in the Call. No one may be registered after the designated time and may not be seated as a delegate or alternate. Only those already in line at the appointed time may complete the registration process. At the deadline, a designated party official should be stationed at the end of the line to ensure that no one else is allowed to enter the line.

### **CERTIFICATION:**

WE, the undersigned, do hereby certify that entry to registration for the \_\_\_\_\_ County Republican Party County Convention was cutoff at 10:00AM on Saturday, March \_\_\_\_, 2023. At the time there were \_\_\_\_\_ individuals in line waiting to be registered.

WE further certify that no individuals arriving after the certified cutoff were allowed to be registered or to be seated as a Delegate or Alternate.

### **Registration Chair:**

_____	_____	_____
Printed Name	Signature	Date

### **Sergeant-at-Arms Chair:**

_____	_____	_____
Printed Name	Signature	Date

### **Credentials Chair:**

_____	_____	_____
Printed Name	Signature	Date

### **ATTESTED BY:**

_____	_____	_____
Convention Chair	Convention Secretary	Date

## Certificate of County Convention

\_\_\_\_\_ County

We, \_\_\_\_\_ [Convention Chairman] and \_\_\_\_\_ [Convention Secretary], do hereby certify that we are the duly elected and qualified Convention Chairman and Convention Secretary for the \_\_\_\_\_ Republican Party County Convention held on Saturday, March \_\_\_\_, 2023 and that, to the best of our knowledge, the information in each document listed below and filed with the Secretary of the Georgia Republican Party is true and correct and that the \_\_\_\_\_ Republican Party Convention was conducted in accordance with the Rules of the Georgia Republican Party.

### Documents to be filed:

1. Convention Minutes;
2. List of Delegates and Alternates Elected to the \_\_\_\_\_ Congressional District Convention(s) in excel format;
3. List of Delegates and Alternates Elected to the State Convention in excel format;
4. List of County Party Officers in excel format
5. County Party Rules as adopted, or amended at the Convention. This Certificate of County Convention may be signed and delivered electronically in one or more counterparts each of which when combined constitutes an original instrument; and
6. Certificate of Registration Cutoff.

This, \_\_\_\_\_ day of \_\_\_\_\_, 2023.

By: \_\_\_\_/s/\_\_\_\_\_

Name: \_\_\_\_\_

Convention Chairman

By: \_\_\_\_/s/\_\_\_\_\_

Name: \_\_\_\_\_

Convention Secretary

## County Officers Elected at County Convention

*Must be submitted on the Excel Spreadsheet furnished by the State Party  
See Example Below. State Party will email excel spreadsheet in January.*

### County Officers Elected - 2023-2025:

County	Position	First Name	Last Name	Cell	E-Mail	Mailing & Physical Address	City	State	Zip	Cong Dist
	Chairman									
	1st Vice Chair									
	2nd Vice Chair									
	Secretary									
	Asst Secretary									
	Treasurer									

We, \_\_\_\_\_, Chairman and \_\_\_\_\_, Secretary of \_\_\_\_\_ County Republican  
Convention held on \_\_\_\_\_, 2023 hereby certify that the officers listed were properly elected for the 2023 - 2025 terms.

\_\_\_\_\_  
Convention Chairman Date

\_\_\_\_\_  
Convention Secretary Date

**\*\*Form must be completed in full, as well as signed and dated.\*\***



# **District Credentials Forms**

## Sample Delegate (Alternate) Letter to District Convention

Date

Dear Fellow Republican,

Congratulations! You have been duly elected to represent your county at the District Republican Convention on, \_\_\_\_\_, Saturday, April \_\_\_\_, 2023. The Convention will take place at \_\_\_\_\_ (Name of Location) at \_\_\_\_\_ (Address) in \_\_\_\_\_ (City), Georgia \_\_\_\_\_ (Zip). The Convention will begin at \_\_\_\_\_ M. and registration will close promptly at that hour. No one will be allowed to register after the deadline.

The delegate (alternate) fee for this year's Convention is \$\_\_\_\_\_, which will be used to cover the expenses of the Convention. You will greatly help to speed the registration process if you pre-register. Please use the enclosed form for that purpose. If you do not wish to pre-register, please bring the completed form with you to the Convention.

The purpose of the 2023 District Convention is to elect officers of the district and State Committee members and to conduct all other business as necessary. If you have any questions, please feel free to call and/or e-mail \_\_\_\_\_ at \_\_\_\_\_.

Again, congratulations on your election as a Delegate (Alternate).

Sincerely,

\_\_\_\_\_  
District Chair

## Certification of Registration Cutoff

\_\_\_\_\_ District Convention

The Rules of the Georgia Republican Party require that Precinct Caucuses, County, District and State Conventions must be called to order exactly at the time and date designated in the Call. No one may be registered after the designated time and may not be seated as a delegate or alternate. Only those already in line at the appointed time may complete the registration process. At the deadline, a designated party official should be stationed at the end of the line to ensure that no one else is allowed to enter the line.

### **CERTIFICATION:**

WE, the undersigned, do hereby certify that entry to registration for the \_\_\_\_\_ District Republican Party County Convention was cutoff at 10:00AM on Saturday, April \_\_\_\_, 2023. At the time there were \_\_\_\_\_ individuals in line waiting to be registered.

WE further certify that no individuals arriving after the certified cutoff were allowed to be registered or to be seated as a Delegate or Alternate.

### **Registration Chair:**

_____	_____	_____
Printed Name	Signature	Date

### **Sergeant-at-Arms Chair:**

_____	_____	_____
Printed Name	Signature	Date

### **Credentials Chair:**

_____	_____	_____
Printed Name	Signature	Date

### **ATTESTED BY:**

_____	_____	_____
Convention Chair	Convention Secretary	Date

## District Officers Elected at District Convention

*Must be submitted on the Excel Spreadsheet furnished by the State Party  
See Example Below. State Party will email excel spreadsheet in January.*

### District Officers Elected - 2023-2025:

County	Position	First Name	Last Name	Cell	E-Mail	Mailing & Physical Address	City	State	Zip	Cong Dist
	Chairman									
	1st Vice Chair									
	2nd Vice Chair									
	Secretary									
	Asst Secretary									
	Treasurer									

We, \_\_\_\_\_, Chairman and \_\_\_\_\_, Secretary of the \_\_\_\_\_ District Republican Convention held on \_\_\_\_\_, 2023 hereby certify that the officers listed were properly elected for the 2023 - 2025 terms.

\_\_\_\_\_  
Convention Chairman Date

\_\_\_\_\_  
Convention Secretary Date

**\*\*Form must be completed in full, as well as signed and dated.\*\***

## State Committee Members Elected at District Convention

### See Appendix D for Allotted Numbers

*Must be submitted on the Excel Spreadsheet furnished by the State Party  
See Example Below. State Party will email excel spreadsheet in January.*

### State Committee Members Elected - 2023-2025:

See Appendix D for Allotted Numbers

County	Cong Dist	First Name	Last Name	Cell	E-Mail	Mailing & Physical Address	City	State	Zip

We, \_\_\_\_\_, Chairman and \_\_\_\_\_, Secretary of the \_\_\_\_\_ District Republican Convention held on \_\_\_\_\_, 2023 hereby certify that the State Committee Members listed were properly elected for the 2023 - 2025 terms.

\_\_\_\_\_  
Convention Chairman Date

\_\_\_\_\_  
Convention Secretary Date

**\*\*Form must be completed in full, as well as signed and dated.\*\***

## Certificate of District Convention

\_\_\_\_\_ Congressional District

We, \_\_\_\_\_ [Convention Chairman] and \_\_\_\_\_ [Convention Secretary], do hereby certify that we are the duly elected and qualified Convention Chairman and Convention Secretary for the \_\_\_\_\_ Republican Party District Convention held on Saturday, April \_\_\_\_, 2023 and that, to the best of our knowledge, the information in each document listed below and filed with the Secretary of the Georgia Republican Party is true and correct and that the \_\_\_\_\_ Republican Party District Convention was conducted in accordance with the Rules of the Georgia Republican Party.

### Documents to be filed:

1. Convention Minutes;
2. List of State Committee Members Elected from the \_\_\_\_\_ Congressional District Convention in excel format;
3. List of District Party Officers in excel format
5. District Party Rules as adopted, or amended at the Convention; and
6. Certificate of Registration Cutoff.

This Certificate of District Convention may be signed and delivered electronically in one or more counterparts each of which when combined constitutes an original instrument.

This, \_\_\_\_\_ day of \_\_\_\_\_, 2023.

By: \_\_\_\_/s/\_\_\_\_\_

Name: \_\_\_\_\_

Convention Chairman

By: \_\_\_\_/s/\_\_\_\_\_

Name: \_\_\_\_\_

Convention Secretary

# **State Convention Elevating Alternates Form**

## **Alternate Elevation Procedure**

### **PRIOR TO CONVENTION:**

1. The State Party will send an email to all the county chairs by Monday, June 5, 2023 for them to prepare a list of Alternates in the order they want them elevated to Delegate at the convention. This will save time on the floor on Saturday elevating the alternates
  2. The Alternate will be responsible for checking in with their county chairman upon arrival to the convention. No chairman is to come to Registration to ask if someone has checked in..
  3. If the Alternate on the list does not attend or check in, then the Chairman should mark a line through their name and the next one down would be elevated.
  4. Additional Elevation sheets will be available with the Registration Chairman at the Elevation table should the chairman not bring their list
- 

### **AT CONVENTION – RUNNING CREDENTIAL REPORT:**

1. Registration Chairman will run a preliminary Credentials Report as soon as possible after the 10:00am cutoff and last person is checked in.
2. Registration Chairman will provide the preliminary report to the Credential Chairman to calculate number of alternates to elevate from each county.
3. The Credential Chairman will then bring their report to the podium and give their report.
4. Each County/Delegated Chairman will come to the table in front of the stage to turn in their Elevated Alternate Delegate Sheet to the Registration Chairman. *They cannot turn in their Alternate badge because it has barcode with events on it.*
5. The Registration Chairman will verify that the number to be elevated is not more than what the Credential Chairman reported.
6. The Registration Chairman will then hand the County Chairman the Elevated Delegate Badges to disperse to their elevated alternates. Ballots will also be dispersed, if applicable.
7. The Elevated Alternate sheets will be turned over to the Credential chair on stage to add and update their spreadsheet to the correct number of Alternates elevated to recalculate the correct voting strength.
8. The Credential chair will announce the final voting strength to the delegation.

**ALTERNATE ELEVATION LIST**  
**2023 Party State Convention**  
**June 9-10, 2023 - Columbus, Georgia**

County: \_\_\_\_\_

Total to Elevate: \_\_\_\_\_

**Total Verified Below: \_\_\_\_\_**  
*Registration Chairman to Verify*

**PRINT NAME- County/Delegation Chairman**

**SIGNATURE - County/Delegation Chairman**

- The County/Delegation Chairman will print the names of Alternates to be Elevated below.
- The County/Delegation Chairman will then bring this signed form to the table at the front of the Stage.
- The Registration Chairman will verify the total number of Alternates to Elevate below are not more than what the Credential Chairman reported.
- Once this is verified, the Registration Chairman will hand the County/Delegation Chairman the Elevated Delegate badges to disperse to their alternates.

**Please Print - Use Voter Registration Name**

**Please Print - Use Voter Registration Name**

1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_  
4. \_\_\_\_\_  
5. \_\_\_\_\_  
6. \_\_\_\_\_  
7. \_\_\_\_\_  
8. \_\_\_\_\_  
9. \_\_\_\_\_  
10. \_\_\_\_\_  
11. \_\_\_\_\_  
12. \_\_\_\_\_  
13. \_\_\_\_\_  
14. \_\_\_\_\_  
15. \_\_\_\_\_

16. \_\_\_\_\_  
17. \_\_\_\_\_  
18. \_\_\_\_\_  
19. \_\_\_\_\_  
20. \_\_\_\_\_  
21. \_\_\_\_\_  
22. \_\_\_\_\_  
23. \_\_\_\_\_  
24. \_\_\_\_\_  
25. \_\_\_\_\_  
26. \_\_\_\_\_  
27. \_\_\_\_\_  
28. \_\_\_\_\_  
29. \_\_\_\_\_  
30. \_\_\_\_\_



## ALTERNATE ELEVATION LIST - CONTINUED

2023 Party State Convention  
June 9-10, 2023 - Columbus, Georgia

County: \_\_\_\_\_

PRINT NAME- County/Delegation Chairman

SIGNATURE - County/Delegation Chairman

- The County/Delegation Chairman will print the names of Alternates to be Elevated below.
- The County/Delegation Chairman will then bring this signed form to the table at the front of the Stage.
- The Registration Chairman will verify the total number of Alternates to Elevate below are not more than what the Credential Chairman reported.
- Once this is verified, the Registration Chairman will hand the County/Delegation Chairman the Elevated Delegate badges to disperse to their alternates.

Please Print - Use Voter Registration Name

Please Print - Use Voter Registration Name

31. \_\_\_\_\_

46. \_\_\_\_\_

32. \_\_\_\_\_

47. \_\_\_\_\_

33. \_\_\_\_\_

48. \_\_\_\_\_

34. \_\_\_\_\_

49. \_\_\_\_\_

35. \_\_\_\_\_

50. \_\_\_\_\_

36. \_\_\_\_\_

51. \_\_\_\_\_

37. \_\_\_\_\_

52. \_\_\_\_\_

38. \_\_\_\_\_

53. \_\_\_\_\_

39. \_\_\_\_\_

54. \_\_\_\_\_

40. \_\_\_\_\_

55. \_\_\_\_\_

41. \_\_\_\_\_

56. \_\_\_\_\_

42. \_\_\_\_\_

57. \_\_\_\_\_

43. \_\_\_\_\_

58. \_\_\_\_\_

44. \_\_\_\_\_

59. \_\_\_\_\_

45. \_\_\_\_\_

60. \_\_\_\_\_

## ALTERNATE ELEVATION LIST - CONTINUED

2023 Party State Convention  
June 9-10, 2023 - Columbus, Georgia

County: \_\_\_\_\_

\_\_\_\_\_  
**PRINT NAME- County/Delegation Chairman**

\_\_\_\_\_  
**SIGNATURE - County/Delegation Chairman**

- The County/Delegation Chairman will print the names of Alternates to be Elevated below.
- The County/Delegation Chairman will then bring this signed form to the table at the front of the Stage.
- The Registration Chairman will verify the total number of Alternates to Elevate below are not more than what the Credential Chairman reported.
- Once this is verified, the Registration Chairman will hand the County/Delegation Chairman the Elevated Delegate badges to disperse to their alternates.

**Please Print - Use Voter Registration Name**

**Please Print - Use Voter Registration Name**

61. \_\_\_\_\_

76. \_\_\_\_\_

62. \_\_\_\_\_

77. \_\_\_\_\_

63. \_\_\_\_\_

78. \_\_\_\_\_

64. \_\_\_\_\_

79. \_\_\_\_\_

65. \_\_\_\_\_

80. \_\_\_\_\_

66. \_\_\_\_\_

81. \_\_\_\_\_

67. \_\_\_\_\_

82. \_\_\_\_\_

68. \_\_\_\_\_

83. \_\_\_\_\_

69. \_\_\_\_\_

84. \_\_\_\_\_

70. \_\_\_\_\_

85. \_\_\_\_\_

71. \_\_\_\_\_

86. \_\_\_\_\_

72. \_\_\_\_\_

87. \_\_\_\_\_

73. \_\_\_\_\_

88. \_\_\_\_\_

74. \_\_\_\_\_

89. \_\_\_\_\_

75. \_\_\_\_\_

90. \_\_\_\_\_