

Washington REALTORS®

CAMPAIGN GUIDELINES & PROCEDURES

1. Candidates are permitted to formally announce their candidacy one (1) year in advance at the Spring meeting of the Board of Directors, or at the Fall Business Conference preceding the spring meeting.
2. All candidates will have equal access to all Local Caucuses and/or Regional Roundtables.
3. All candidates will have access to one (1) set of Board mailing labels provided by WR. It is the candidate's responsibility to request labels directly from WR staff if they want them.
4. All candidates may campaign via e-mail to the Board by emailing your campaign collateral to the executive assistant to the CEO at WR. The subject line must read: **"Washington REALTORS Candidate Promotion"**. Your campaign collateral must be embedded into the message of an email and ready to forward. *(Candidates are cautioned to use discretion in campaigning electronically, i.e., being careful not to flood members with excessive campaign messages.)* Candidate emails will not be emailed out the week of the conference.
5. Only candidate applications, questions, and photos will be made available for publication on the WR web site when submitted, in no case less than thirty (30) days prior to elections, to WR. No additional candidate information will be accepted. It is the responsibility of the candidate to submit the information in its entirety directly to WR.
6. No campaign materials are allowed on walls; however, materials may be placed on tables, chairs, etc., at any WR meetings/conferences or at the Board of Directors meeting at which the election takes place. A table will be provided in the vicinity of the conference registration area on which to put campaign materials.
7. The Nominations Committee shall advise the Board of Directors of any candidates' variance from campaign guidelines and procedures prior to the election.
8. The conference newsletter is not a vehicle for campaigning, nor can materials be delivered by the hotel along with the newsletter.
9. WR staff supports all candidates. To avoid bias, staff will not assist with campaigning, wear buttons, or distribute materials. Please do not ask staff for help in making copies in the workroom or request staff assistance in asking the hotel to make and/or distribute copies.
10. If you wish to hold a reception or event, please contact the WR events coordinator. The events coordinator will work with the hotel to release space for your event. Your contact information will be provided to the hotel. Candidates are responsible for coordinating directly with the hotel for campaign events. WR staff will not assist with campaign events and will not be in attendance at any campaign activities.
11. There will be no speeches by candidates nominated from the floor of the Board meeting.