

AAJ Rules for Election

As Last Amended by the American Association for Justice (AAJ) Board of Governors
October 1, 2016

Preamble

These Rules are promulgated pursuant to Article VII of the Bylaws of the American Association for Justice to ensure the fair conduct of elections for Association office and to minimize disruption of business and educational activities at Conventions and meetings. Compliance with these Rules is the responsibility of the candidates; enforcement of the Rules is the responsibility of the AAJ Election Committee.

I. Election of National Officers

A. Eligibility to Vote

1. Members of The Association in good standing for at least 30 days prior to the commencements of the Annual Convention and who are paid registrants at the Convention are eligible to vote.
 - (a) Printed ballots must be on the form supplied by the Election Committee. Electronic ballots must be in the format approved by the Election Committee.
 - (b) Ballots must be cast during the period of time at the Annual Convention designated by the Election Committee.
 - (c) Only persons eligible to vote will receive information authorizing them to vote electronically and be permitted to vote.
 - (d) The term “paid registrants” means members who have paid for the full Convention week and who have received an AAJ convention badge onsite at the Convention, and have executed an affirmation that no other person will be allowed to cast their vote.
2. Eligibility rules may not impose requirements beyond those specifically enunciated in the Bylaws or Rules for Election.

B. Eligibility to Hold Office

1. The following are requirements to be eligible to hold office:
 - (a) Members of The Association in good standing for at least sixty days prior to the commencement of the Annual Convention and who are paid registrants at the Convention.
 - (b) Members who comply with the provision on notice of candidacy as outlined under paragraph C below and The Association’s Bylaws provision of service in office.
 - (c) Members who are nominated at the business meeting of the Annual Convention as outlined under paragraph C below.

C. Nominations

1. In order to be eligible to be nominated and elected to the Office of Parliamentarian, Treasurer, Secretary, Vice President, or President-Elect, a member shall give written notice of intent to seek one of such office (hereinafter referred to as Declared Candidates). Such notice of intent shall be delivered to the AAJ Chief Executive Officer (CEO) and may be delivered as early as August 1 of the year preceding the election and shall be delivered no later than the close of the Spring Meeting of the Board of Governors and shall include a stated commitment to adhere to the AAJ Rules for Election. Such declaration of intent to seek office under this provision shall be announced at the Board meeting.
2. Declared Candidates under this paragraph shall be accorded the following privileges:
 - (a) The right to have staff make information available to all members no later than 30 days prior to the Annual Convention, which information, except for video material, shall also be included in the packet provided to each registrant and may be included in the AAJ convention app on an icon. Such candidate information may include the

candidate's photograph, a biographical sketch setting forth accomplishments, bar association memberships and service, video material, not to exceed three minutes, and a brief statement of any campaign produced at the candidate's expense, policy. Candidates, at their own expense, may circulate and otherwise make available information material promoting their candidacy, including material recorded electronically and made available online. Such material shall adhere to the AAJ Rules for Election and shall be put forth in accordance with the highest ethical standard of the legal profession. Candidates may also make such material, including video, available at the approved location or locations of their campaign tables at the Annual Convention.

- (b) Upon request, receipt from the staff on a regular basis prior to and at the Annual and Winter Conventions a list of Convention registrants who are AAJ voting members. Such lists shall include only a listing of those registrants' names and the identity of those registrants' city and state. Candidates seeking lists of registrants or other AAJ lists that include e-mail addresses and/or mailing labels may purchase such lists according to established AAJ List Sales policies.
 - (c) Assistance and coordination of the staff on site as determined by the Election Committee.
 - (d) Assistance, coordination and approval of the staff in any request for facilities and services to present any reception or similar social event at an AAJ Convention property during the Annual Convention as part of the candidate's campaign. The hosting of a reception or other social event by candidates or their supporters in connection with the Winter Convention or Spring Board Meeting is also permissible; however, with regard to such events, candidates and supporters are not entitled to the assistance of the staff. In connection with the Fall Board Meeting, the hosting of a reception or similar social event by or on behalf of a candidate is not permitted.
3. In the event of the death, withdrawal or incapacity of any Declared Candidate, or in the event of incapacity which would affect a Declared Candidate's ability to perform the functions of office, then the Board of Governors may extend the deadline for providing notice of intent to become a Declared Candidate

or, if following the death, withdrawal or incapacity of any Declared Candidate, no candidate has declared prior to the Annual Convention, waive this provision of notice of intent for any or all offices, and nominations may be made from the floor of the Convention.

4. Nominations shall be made from the floor for those nominees eligible for nomination under The Association's Bylaws and shall be seconded from the floor by persons eligible to vote only.
5. Nominations shall be the first item on the agenda of the business meeting at which elections are held at the Annual Convention.
6. Speeches:
 - (a) Declared Candidates seeking nomination under Paragraph C shall determine the order of their nominating and seconding speeches by lot and advise the Chair of the Election Committee thereof by 4:00 p.m. on the day before the election. All nominating and seconding speeches shall be completed before the speeches of the candidates.
 - (b) For the Office of President-Elect: one nominating speech limited to five minutes; two seconding speeches limited to three minutes each; nominee's speech limited to ten minutes.
 - (c) For the Office of Vice President: one nominating speech limited to three minutes; one seconding speech limited to two minutes; nominee's speech limited to ten minutes.
 - (d) All other offices: one nominating speech limited to three minutes; one seconding speech limited to two minutes; nominee's speech limited to five minutes.
7. Posting of Speeches: In any contested election, AAJ shall make every reasonable effort to post a video version of the nominating, seconding and candidate speeches online following the business meeting at which candidates are nominated and seconded, provided that quality video of the speeches of each candidate is available. Speeches shall be posted on a password protected site accessible only to Convention registrants who are AAJ voting members and may not be downloaded. Speeches shall remain online only through the close of voting.

D. Administration of Elections

1. The Election of Officers shall be conducted by the Chair of the Election Committee or “designee(s)” as defined in these Rules. The Election Committee shall communicate the rules regarding elections to Members of The Association and Declared Candidates. Such information shall be provided as soon as practicable following the Spring Board Meeting and shall include information regarding the eligibility to vote and the time, place, and method of voting.
2. Election of Officers shall be held in the following order: Parliamentarian, Treasurer, Secretary, Vice President, and President Elect. Nominating, Seconding, and Candidate Speeches will be given at a business meeting occurring during the Annual Convention on Monday evening at 5:00 p.m. prior to the commencement of electronic voting, or at a meeting at an alternate time, if notice of such meeting is provided to eligible voting members no later than 30 days prior to the Annual Convention.
3. Whenever possible, voting shall be conducted electronically. Electronic voting shall begin at the conclusion of the business meeting during the Annual Convention and end at 12 noon the following day, or in the event of a meeting at an alternate time under Section 2 above, electronic voting shall conclude eighteen hours following the conclusion of the business meeting. The Chair of the Election Committee or designee(s) shall announce the election results electronically or at the membership lunch.
4. The Chair of the Election Committee or designee(s) shall provide a provisional ballot to any member of The Association whose eligibility to vote cannot be readily determined. Such provisional ballots shall be held separately and not tallied unless the number of provisional ballots is sufficient to affect the outcome of the election. In the event that provisional ballots are to be counted, the procedures for counting printed ballots are to be followed.
5. If three or more candidates are running for the same office and a run-off election may be necessary to obtain a majority vote, instant runoff voting under which voters rank in order their preference for office shall be used if the

requirement for a majority vote is not waived prior to the beginning of the period of time designated for voting.

6. Enforcement of the AAJ Rules for Election is the responsibility of the AAJ Election Committee, which may sanction violations of the Rules in its discretion. The Chair of the Election Committee or designee(s) shall certify the results of the election to the Executive Committee and the Board of Governors.

E. Procedures for Counting Printed Ballots

1. Printed ballots, when used, shall be issued under the supervision of the Election Committee Chair or designee(s) to each qualified voter upon his admission to the business meeting at which the elections are held and votes cast on such ballots only shall be counted. Ballots shall be issued at tables outside the meeting room by staff under the direction of the Election Committee Chair or designee(s). Indexed listings of members in good standing for at least 30 days prior to the commencement of the Annual Convention shall be used to determine eligibility to vote. The ballots shall be issued upon presentation of an approved Convention badge. Lost ballots shall not be replaced.
2. As many ballot boxes shall be issued as may be determined necessary by the Election Committee and it shall be the duty of the Election Committee to collect all printed ballots from the voters for each election.
3. Upon collection of the printed ballots from the voters, the Election Committee shall deposit them in the main ballot box under the supervision of the Chair of the Election Committee or designee(s).
4. Upon receipt of all ballots cast for a particular office, the Chair of the Election Committee or designee(s) shall remove the main ballot box to a designated counting room.
5. Declared Candidates shall appoint as many tellers as may be determined by the Election Committee, and shall advise the Chair of the Election Committee of their identities by 4:00 p.m. on the day before the election.
6. The ballots for each office shall be counted under the supervision of the Chair of the Election Committee or designee(s) and by the tellers designated by each nominee, and the

results, including the vote count, of the balloting shall be communicated by the Chair of the Election Committee or designee(s) to the membership prior to balloting for the next elective office.

7. During the counting of the votes for one office, the election for the next office shall proceed except for balloting in accordance with the aforementioned rules.

F. Campaigning

1. The Election Committee shall provide Declared Candidates with information regarding the promotion and advertising of their candidacy to Members of The Association.
2. Distribution or display of campaign literature, signs, brochures, video and audio tapes and items such as food and drink are prohibited during the Annual and Winter Conventions, and in connection with the Spring and Fall Board Meetings, in all meeting rooms, and in any other area designated by the Election Committee, except that the wearing of a campaign button or sticker by any person will not be considered a violation of this rule. In general, Declared Candidates must comply with all state and hotel regulations with respect to their campaign activities. Prior to the commencement of the Annual Convention, the Chair of the Election Committee or designee(s) shall have available written notice of permissible areas for such activities for each candidate for national office.
3. No campaign literature, sign, button, videotape, audiotape or other such item may suggest endorsement by any person without that person's prior written permission.
4. No committee, caucus, section or litigation group shall endorse any candidate nor shall any candidate represent that any committee, section, caucus or litigation group has endorsed a candidate.

5. A person who is a member of a committee, section, caucus or litigation group may endorse a candidate, but may not suggest that he or she is acting on behalf of a group. A person who is a member of a group may endorse a candidate without suggesting they are speaking or acting on behalf of a group. Any endorsement or any reference to an endorsement that identifies a person's position as a member or office of a committee, section, caucus or litigation group must include a disclaimer that the endorsement is being made on behalf of the individual acting in his or her own capacity.

6. Candidates are permitted to participate fully in the business of any committee, section, caucus or litigation group of which they are a member, but campaign-related speeches or remarks by any person are prohibited in committee, section, litigation group or caucus meeting rooms during committee meetings, except that the chair of a committee, section, litigation group or caucus may invite a candidate to attend and speak at a meeting, provided all candidates for that office are invited and given an equal opportunity to speak.

- (a) Candidates may place paid campaign-related advertisements in TRIAL Magazine pursuant to the "Guidelines for Lawyer Advertising in TRIAL" as adopted by the Board of Governors. Candidates will not be permitted to place paid campaign-related advertising on the justice.org website, except that such limitation shall not affect candidates' right to free placement on the website of information in compliance with Section I. C. 2. of these Rules.

7. The Election Committee shall cause to make available to eligible voting members the Rules for the election of national officers; and information identifying an online link to the Rules shall be included in the packet provided to each Convention registrant who is an eligible voting member. Candidates shall make such Rules available at the approved location or locations of their campaign tables at AAJ Conventions and shall, throughout the campaign, strive to ensure that their supporters are aware of and adhere to these Rules.

G. Contested Elections

1. Only a candidate affected by the outcome of an election may contest that election. To contest an election, no later than three hours after the results of the elections are announced, a candidate must file a Petition of Contest that requests a new election. The Petition must allege and provide support for the following:
 - (a) A material breach of a specific provision of the AAJ bylaws or the AAJ Rules for Election.
 - (b) The material breach affects the outcome of the election.
2. The Election Committee shall review the Petition of Contest and provide the Petitioner an opportunity to present their concerns orally to the Committee. Any opposing candidate is allowed to be present. The Election Committee may request information from other parties. The Election Committee shall decide within six hours of receiving the Petition whether to grant or deny it.
3. If the Petition is approved and the request for a new election granted, the Election Committee shall notify the candidates and eligible voters that a special election has been called and provide information regarding the time, place and method of voting. In accordance with the bylaws, the election shall take place no later than the next business day. The Election Committee shall certify the results of the special election to the Executive Committee and the Board of Governors and announce the results to the membership.
4. If the Petition is denied, the Election Committee shall notify the candidates that the petition has been denied and shall certify the results of the election to the Executive Committee and the Board of Governors.

H. Definitions

1. The term “commencement of the Annual Convention” is defined to be the announced time at which the Annual Convention’s registration desk will be open for on-site registration.

2. The term “designee(s)” means a person or persons appointed by the Chair of the Election Committee to perform the duties required by the Election Rules who shall be a member of the Election Committee.
3. The term “instant runoff voting” means a procedure for conducting an election and a runoff election within the same ballot. Instant runoff voting shall only be used for contested elections involving three or more candidates. In the first round of balloting, all first choice votes are tabulated. If a candidate receives a majority, then no further action is taken. If no candidate receives a majority and the Convention, prior to voting, failed to provide for plurality voting, then the candidate with the lowest total number of votes is eliminated, and the contest proceeds with the remaining candidates. The ballots of voters whose first choice is eliminated have the votes for second choice candidate added to the vote totals of the remaining candidates. This process can be repeated as necessary until the election is narrowed to the choice of two candidates. The candidate to receive a majority vote is the winner of the election.

II. Election of Section Officers and Board of Governors Representatives

A. Eligibility of Section Officers and Board Representatives

1. Only members eligible to vote for national officers and who are present at the meeting shall be eligible to vote or to be elected except that the Section’s Executive Committee may waive this requirement to be elected for good cause. Each Section shall adopt written rules or procedures to be approved by the AAJ Election Committee under which the Section shall be able to determine its eligible voting members.
2. No member, or any member associated with the member’s firm, may be re-elected to the same Section office if the member has held the same office for the preceding year.

B. Notice of Elections

The Section Chair(s) shall provide at least 30 days written notice before the start of the annual meeting of the place, date, and time of the election to all Section members on the Section's list server. The time and place for all Section elections shall also be listed in the schedule of the Annual Convention.

C. Nominations and Elections

Nominations and elections for offices shall be made at the beginning of the Section's meeting at the Annual Convention. Where there is more than one nominee for an office, the entire election and the nominating, seconding and candidates' speeches shall be conducted by a member of the Election Committee.

D. Speeches

1. The candidates shall determine by lot the order of their nominating and seconding speeches and shall advise the Chair thereof.
2. There shall be one nominating speech, limited to two minutes; one seconding speech limited to 30 seconds; and a nominee's speech limited to two minutes.

E. Sequence of Elections

1. Election of Section officers shall be held in a sequence beginning with Secretary and ending with Chair, or as set forth under the Section Bylaws.
2. Following the election of Section officers, Sections who are entitled to elect Board representatives shall then elect Board representatives as set forth under Section Bylaws.

F. Other Rules and Procedures

1. Nominations shall be received by the presiding Section officer or as set forth under Section Bylaws. In all instances in which more than one candidate is nominated for an office, the presiding Section officer shall cause this fact to be communicated immediately to a member of the Election Committee, so that appropriate arrangements can be commenced for the conduct of the election.

2. Candidates running for an elected office in a Section may post on a list server announcing their candidacy and qualifications for office only on the list server associated with that Section. A person who is a member of a Section may post an endorsement of a candidate only on the list server associated with that Section, except as provided for in Section VII. C. 3 of these Rules.
3. Contested elections shall be conducted by a member of the Election Committee whose rulings shall be appealable to the President of The Association only.
4. All contested elections shall be by secret ballot.

III. Members of the Board of Governors and State Delegates

A. Eligibility to Vote and Hold Office

1. Only members of The Association (a) who are eligible to vote for national office, (b) whose principal offices are located within the state holding the election (subject to the special provisions for the District of Columbia), and (c) who are present, are eligible to vote and be elected.
2. The Board of Governors shall determine, prior to the Annual Convention, which official state affiliates are authorized under the Bylaws of The Association to nominate members of the Board of Governors and State Delegates to the exclusion of nominations from the floor at the Annual Convention.

B. Nominations by Official State Affiliate

1. No person shall be nominated as a member of the Board of Governors or as a State Delegate whose principal office is located within the state where an approved official state affiliate of this Association is located, which affiliate has nominated one or more persons to serve on the Board of Governors or as a State Delegate, unless he shall have been nominated by that official affiliate.
2. Nomination by an official state affiliate shall be evidenced by a Certificate of Nomination signed by the President or the State Executive Director.

3. The Certificate of Nomination shall be delivered to the AAJ CEO at least ten days prior to the commencement of the Annual Convention. Should an official affiliate fail to comply with these provisions, an election shall be held at the Annual Convention as if no nomination were made.
4. The CEO shall date stamp each Certificate of Nomination as received and shall bring the original thereof to the Annual Convention for inspection by any interested member of The Association. The AAJ CEO shall prepare lists of such nominations and furnish same to the Senior Governor or, if there is no Governor, to the Senior State Delegate of each state.
5. At the commencement of the Annual Convention the AAJ CEO shall announce through written notice which state(s) will be required to conduct an election of Governors and/or State Delegates because:
 - (a) no timely nomination has been received from an approved official branch or affiliate;
 - (b) there is no approved official branch or affiliate authorized by the Board of Governors to nominate members for any vacancy; or
 - (c) more than one person has been nominated by approved official branches or affiliates of the state. All elections of members of the Board of Governors and of State Delegates shall be held at a time and place announced by the AAJ CEO. The places for such elections shall also be posted prominently at the Election Desk of the Annual Convention.
6. State elections shall be presided over by the Senior Governor in attendance from the state or province involved, or in the absence of any Governor from the state, by the Senior State Delegate from the state or province, or in the absence of a State Delegate from the state involved, by the person who shall have been appointed by the Chair of the Election Committee.
7. If no nomination or nominations have been made by an official state branch or affiliate, any person from said state or province eligible to serve may be nominated from the floor.
8. The person presiding over the election of Governors and State Delegates shall certify to the CEO the election of all persons elected from the state or province on forms provided, and such

certificates shall be endorsed by two persons who attended the election.

9. In those instances in which not more than one nomination has been made for each vacancy by official branches or affiliates authorized by the Board of Governors to nominate one person for the vacancy, each such nominee shall be certified by the CEO to the Convention as having been elected without the necessity of a formal election.
10. Any dispute as to the procedures of results of election of members to the Board of Governors or of State Delegates shall be determined by the Chair of the Election Committee whose ruling may be appealed to the members attending the business meetings at the Annual Convention.

IV. Election of Governors-at-Large

- A. Nominations for Governors-at-Large shall be made at the first meeting of the new Board of Governors at the Annual Convention. Election of the Governors-at-Large shall be made prior to the Election of the Executive Committee.
- B. The Executive Committee may nominate up to four persons to serve as Governors at-Large for a three-year term and shall notify the Chair of the Election Committee of said nominations at least ten (10) days before the Board of Governors meeting. Additional nominations, if any, may be made in order from the floor.
- C. The election of the Governors-at-Large shall occur during the same meeting at which nominations were made and shall be conducted by the Chair of the Election Committee or designee(s). There shall be one nominating speech limited to two minutes; one seconding speech limited to one minute; and a nominee's speech limited to three minutes.
- D. The election of the Governors-at-Large shall be by secret ballot of those present and voting and each ballot may name up to four different nominees with each nominee to receive only one vote per ballot. If four or fewer nominations are made, the election may be conducted by voice vote unless a majority of those present vote for conducting the election by secret ballot.

- E. For elections where four or fewer nominations are made, only one round of balloting shall occur. Any nomination receiving a majority shall be elected to the Board. Any nomination failing to receive a majority shall not be elected.
- F. For elections where five or more nominations are made, more than one round of balloting may occur.
 - 1. Any nomination receiving a majority during the first round of balloting shall be elected to the Board. In the event that more than four candidates receive majority approval, only the top four will be elected. Ties that result in more than four persons receiving majority approval will result in a run-off election.
 - 2. If less than four nominations receive a majority vote from the first round of balloting, then additional rounds of balloting may occur to fill any remaining vacancies. Only nominations receiving a majority vote during the additional rounds of balloting shall be elected to fill any remaining vacancy. In the event that more nominations receive a majority vote than there are vacancies, then the nominations receiving the greatest number of votes will fill the remaining vacancies.
 - 3. Balloting rounds may continue until all vacancies are filled, but in no event shall there be more than three (3) additional rounds of balloting.

V. Election of Executive Committee of Board of Governors

- A. Nominations for the Executive Committee shall be made at an early point in the first meeting of the new Board of Governors at the Annual Convention but not before the election of the Governors at-Large is conducted and the results announced.
- B. The election of Executive Committee members shall occur at a point in the first meeting of the new Board of Governors at the Annual Convention and shall be conducted by the Chair of the Election Committee or designee(s). There shall be one nominating speech limited to two minutes; one seconding speech limited to 30 seconds; and a nominee's speech limited to two minutes. If the election is uncontested, nominee speeches may be waived.

- C. Election of Executive Committee members shall be made by secret ballot of those present and voting and each ballot shall name five different nominees, each nominee to receive one vote.
- D. Should any or all nominees fail to receive a majority of votes, the election will continue among those nominees not receiving a majority. Board members shall vote for the number of remaining vacancies, and such process shall continue until all vacancies are filled.

VI. Election of Budget Committee

- A. Nominations for the Budget Committee shall be made at the first meeting of the new Board of Governors at the Annual Convention. Nominations for the Budget Committee shall be made directly after the election of Executive Committee members.
- B. The election of the Budget Committee shall occur during the same meeting at which nominations were made after there has been reasonable opportunity for deliberation concerning the nominees. There shall be one nominating speech limited to two minutes; one seconding speech limited to 30 seconds; and a nominee's speech limited to two minutes. If the election is uncontested, nominee speeches may be waived.
- C. The election of the Budget Committee members shall be by secret ballot of those present and voting and each ballot shall name four different nominees, three of whom shall be current members of the Board of Governors, each nominee to receive one vote.
- D. Should any or all nominees fail to receive a majority of the votes, the election will continue among those nominees not receiving a majority. Board members shall vote for the number of remaining vacancies and such process shall continue until all vacancies are filled.
- E. The election of Budget Committee members shall be conducted by the Chair of the Election Committee or designee(s) whose rulings shall be appealable to the Board of Governors only.
- F. After election of the Budget Committee members, they will meet to elect a Chair for the committee.

VII. Election of Caucus and New Lawyers Division (NLD) Officers and Board of Governor Representatives

A. Nominations and Elections

1. Nominations for offices shall be made at an early point in the business meetings during the Annual Convention. Contested elections shall be conducted by a member of the Election Committee whose rulings shall be appealable to the President of The Association only.
2. Contested elections shall be conducted by secret ballot.

B. Speeches

1. The candidates shall determine by lot the order of their nominating and seconding speeches and shall advise the Chair thereof.
2. Unless otherwise provided in the bylaws of a Caucus or the NLD, in contested elections, there shall be one nominating speech limited to two minutes; one seconding speech limited to 30 seconds; and a nominee's speech limited to two minutes.

C. Use of List Server; Endorsement of Candidates

1. Candidates may announce their candidacy and qualifications for office only on the list server associated with that Caucus or NLD. Candidates may inform list server members of the date, time and place of the election.
2. A person who is a member of a Caucus or the NLD may post an endorsement of a candidate in a Caucus or NLD election only on the list server associated with that Caucus or the NLD.
3. A person who is a member of a Caucus or the NLD may post on the respective list server to which the person belongs, an endorsement of a candidate also a member of a Caucus or the NLD who is running in a Section or Litigation Group election. The person posting an endorsement must also be a member of the relevant Section or Litigation Group in which the candidate is running for election. Any candidate in a Section or Litigation Group election may request to be

notified by AAJ staff of endorsements posted on a Caucus and NLD list server that are specific to that Section or Litigation Group. Policies for Participation on AAJ list servers apply to all postings. This provision does not apply to the election of National Officers.

VIII. Election of Minority Caucus Delegates

- A. The Board of Governors hereby adopts the following Election Rules in compliance with AAJ Bylaws Article XVIII, Section 2.
- B. For the purposes of these Rules, a "minority" shall be any individual who is a member of a traditionally underrepresented racial or ethnic group within AAJ, including but not limited to Native Hawaiian, Alaskan Native, American Indian or Native American, Arab American, Asian American, Black or African American, Pacific Islander, Hispanic or Latino.
- C. The official State Affiliate (Affiliate), as determined under the AAJ Election Rules, shall elect each jurisdiction's representative delegate as set forth below and shall furnish to the AAJ CEO a Certificate of Election of the delegate on or before ten (10) days prior to the commencement of the AAJ Annual Convention.
- D. The Certificate shall be signed by the President and one of the officers of the Affiliate. If the jurisdiction does not have an Affiliate empowered to elect a delegate under these Rules, the Certificate shall be signed by one of the senior members of the AAJ Board of Governors from the jurisdiction. The Certificate shall set forth the name, mailing address, telephone number and facsimile number of the delegate elected and shall set forth the manner in which the delegate was elected.
- E. Each delegate elected shall serve an approximate one year term.
- F. The manner of the election of a delegate shall be in accordance with the following:
 1. If an Annual Convention of the Affiliate is conducted prior to the AAJ Annual Convention, the election shall be made by majority vote of the members of AAJ attending and voting at the Affiliate's Convention.

2. If the method of election under (A) above is impossible, then the election shall be made by majority vote of the members of AAJ present at any general meeting of the Affiliate or at an educational meeting conducted either by AAJ or by the Affiliate prior to the AAJ Annual Convention.
3. If the method of election under (B) above is impossible, then the election shall be made by majority vote of the members of AAJ who are also members of the governing body of the Affiliate at a meeting taking place prior to the AAJ Annual Convention.
4. If the method of election under (C) above is impossible, the election shall be made by a three-fourths (3/4) vote of the AAJ members who are “officers” of the Affiliate at a meeting conducted prior to the AAJ Annual Convention.
5. If the method of election under (D) above is impossible, the election shall be made by unanimous vote of the members of the AAJ Board of Governors from that jurisdiction prior to the AAJ Annual Convention.
6. If no election has been made in accordance with the above procedures prior to the commencement of the AAJ Annual Convention, the election of a delegate to represent that jurisdiction shall be made by the President of AAJ with the concurrence of at least one member of the Board of Governors from that jurisdiction.
7. In electing a delegate, a jurisdiction should attempt to elect a delegate who will make every effort to attend the AAJ Annual Convention at which the Minority Caucus Delegates shall meet.

IX. Impartiality of Election Committee Members

In order to preserve the integrity of AAJ Elections, Election Committee members may not endorse any candidate for elected office within AAJ.