



Texas-Oklahoma District of Key Club international

# 2018-2019 Texas-Oklahoma District

## Lt. Governor Candidacy Form

Name: \_\_\_\_\_ Gender: M F  
First Middle Last Circle One

Mailing Address: \_\_\_\_\_ TX OK \_\_\_\_\_  
Street City State (circle one) Zip

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Cell Parent

I am a member of \_\_\_\_\_ Key Club Division: \_\_\_\_\_

2016-2017 Grade Level: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
MM/DD/YYYY

### Requirements of Office:

I am aware that if elected/appointed, I am **required** to attend the following:

- A. Lt. Governor Training (Feb 23-25, 2018)
- B. District Convention... Recommended (April 11-15 2018)
- C. Summer Board Meeting (Jul 20-22, 2018)
- D. Fall Staff/Board Meeting TBA (if invited)
- E. Winter Board Meeting (January 4-6, 2019)
- F. District Convention (April 24-28, 2019)

Meetings A-D are at the DFW Marriott Hotel, 8440 Freeport Parkway, Irving TX. The Convention is held at the Dallas Sheraton, 400 N. Olive Street, Dallas TX.

**Failure to attend any required meeting/event without prior consent by the District Key Club Governor and District Administrator will result in immediate loss of the elected or appointed position.**

It is highly encouraged that Lieutenant Governor-Elects attend the 2018 District Convention (April 11-15, 2018). Also attendance at the 2018 International Convention (July 4-8, 2016) in Chicago IL. is recommend.

When elected/appointed to the office of Lt. Governor, I understand I will be required to submit a completed Medical Release and signed Service /Code of Conduct agreement within ten days of the election/appointment that more specifically outlines my responsibilities to the Texas-Oklahoma Key Club District.

Transportation to all required meetings will be provided by a Regional Advisor; commercial plane; or personal vehicle driven by an approved adult chaperon with mileage reimbursed at the rate set forth at the beginning of each Key Club year. Travel by personal vehicle driven by the officer may be approved when other options are not available. The method of transportation must have prior approval of the District Administrator. Release of Liability is required for travel by personal vehicle driven by the officer.

**Computer access is vital to the position.** I understand that I must have an email account that accepts attachments, and must have daily access to said account. Internet access is my responsibility and is not reimbursable. I will check my Key Club email account daily and respond to any emails from my regional advisor, staff member, or administrator within 24 hours.

**I understand that prior to my election it is my responsibility to cover the duties and requirements of the office with my parents, faculty advisor and school principal including the days I expect to miss with an excused absence.**

**CANDIDATE SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**APPROVAL: I have read and understand the information regarding this office and hereby give my unconditional consent to the above-named individual to become a candidate for this position.**

**PARENT/GUARDIAN:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**ENDORSEMENT OF CLUB:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**FACULTY ADVISOR:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PRINCIPAL:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

***Please provide this completed form to the current Division Key Club Lt. Governor and Regional Advisor prior to the Division Election Conference.***

Questions about this form or lieutenant governor duties may be directed to the Texas-Oklahoma District Governor at [Governor@tokeyclub.com](mailto:Governor@tokeyclub.com)