

**Chugach Electric Association, Inc.**  
Anchorage, Alaska

**Instructions for 2018 Petition Candidates**

Article IV, Section 4(b) of the bylaws of Chugach Electric Association allows a member to petition to have his or her name added to the ballot for the directors' election. Some general guidelines for petition candidates follow.

**Qualifications**

Bylaws Article IV, Section 3 addresses the qualifications required to be a candidate for the board.

**Point of Contact**

Chugach's Legal Project Administrator serves as the point of contact for candidates. We are located at Chugach headquarters at 5601 Electron Drive. Our office hours are 8 a.m. to 5 p.m., Monday-Friday. Please feel free to contact us at 762-4791 should you have any questions.

**Forms**

Please use only the official petition form included with this packet to gather signatures. Feel free to reproduce the form or ask for additional copies if you need more.

**Member signatures**

A petition must contain the signatures of at least 50 Chugach members in order to be valid. Please review Article I of the bylaws dealing with membership. Simply paying a Chugach bill does not automatically make you a member. Chugach will verify the membership status of petition signers with the records on file. Individuals may check their member status by calling Chugach's Service Center at 563-7366 during business hours.

**Deadline**

Petitions and an Attestment of Candidate Qualification form must be submitted to the Chugach Legal Project Administrator office no later than **5 p.m. on Friday, March 9, 2018. You are encouraged to turn your petition forms in early.** The member status of signers will be checked as soon as possible after petitions are submitted. Submitting petitions ahead of the deadline may allow you to get extra signatures in the event you have less than 50 valid signers. The names of successful petitioners will be added to the posted list of board candidates.

**Candidate information**

An election brochure will be available to each Chugach member along with voting materials. In addition to general information about the candidates, each candidate may make a 200-word statement to be included in the brochure.

Petition candidates should complete the enclosed candidate information form and prepare a written statement (not to exceed 200 words) for the brochure.

**You can submit these candidate information documents to the Corporate Communications office when you turn in your petition forms to the legal Project Administrator. However, the final due date for candidate information to be received in the Corporate Communications office is 5 p.m., Tuesday, March 20, 2018.** The information will be published in the election brochure only if a candidate meets the requirements for petition candidacy.

### **Photos**

We will also need a “head and shoulders” photo for the candidate brochure. You may provide a photo, or have one taken at Chugach expense if you are successful in petitioning to be on the ballot. Please call Sarah Wiggers at 762-4177 prior to turning in your petitions to obtain information on scheduling a photo session.

### **Withdrawal**

The bylaws call for ballots to be printed in rotation with approximately an equal number having each candidate’s name at the top of the ballot. This means that ballot stock is ordered based upon the number of candidates in an election. Because of the need to order ballots ahead of time, it may not be possible to avoid printing a candidate’s name on the ballots if they choose to withdraw from the election after being certified. The ballots may be printed with the notation “candidate withdrew” printed over the name of a candidate who decides not to run if their withdrawal comes too late to replace the ballot stock.

### **Questions**

Once again, if you have any questions about the petition process, please contact the Legal Project Administrator office at 762-4791.

(Revised January 2017)