

INSTRUCTIONS

1. You must be a member in good-standing of LACCEA by April 20, 2016 in order to run for a Board member position.
- *2. You must include your name, employee number, phone number, and signature. Your statement will not be accepted if any information is missing.
3. Your statement must not exceed 100 words. If your statement exceeds the 100 word limit, you will be notified by LACCEA's Office Manager, or LACCEA staff, by phone, e-mail, or mail. You will be given an opportunity to revise your Candidate Statement to conform to the election rules. If your revised statement is not received by 3:00p.m., April 20, 2016, the original statement will be utilized through the first 100 words.
4. You may mail, fax, e-mail, or hand-deliver your signed statement. Typed statements are preferred. LACCEA is not responsible for missing or lost statements. It is your responsibility to verify receipt of your statement by calling our office at (626) 365-1591.
 - a. Mailing instructions: Mail your statement to our LACCEA office and make it attention to Zuly Barrios, Office Manager:
1848 North Allen Avenue • Pasadena, CA 91104
 - b. Fax instructions: Fax your statement to our LACCEA office at (626) 365-1596 and make it attention to Zuly Barrios, Office Manager.
 - c. E-mail instructions: E-mail your statement to info@lacountychicano.org. Include "Candidate Statement" in the subject line.
 - d. Your statement must be received in the LACCEA office no later than 3:00p.m., April 20, 2016. Postmark date is not sufficient. Any statement received after that time will not be eligible for the Board of Directors 2016 election.
5. Candidate statement forms can be requested by calling the LACCEA office at (626) 365-1591.