



**ArkDems**

# Rules of the Democratic Party of Arkansas



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1 PREAMBLE

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The Democratic Party of Arkansas holds to these principles:  
That the Democratic Party with its great diversity of members, its flexibility of organization, its historic adaptability to fruitful change, and its instinctive responsiveness to human needs and aspirations, can thus provide the leadership which we must have in these challenging times. We must join together with a renewed faith in our country, our state, and our Party to provide our people with responsive and responsible government.  
That government functions best when it is closest to the people.  
That government is of laws and not of persons. We condemn any resolution of conflicts save through legal processes. The Democratic Party of Arkansas stands for law and order with justice.  
That every individual, no matter what religion or race, or how humble or exalted one's origin, owes the duty to participate fully at every level of government and is entitled to an equal voice and equal treatment at its hands; that all Democrats are bound to defend, protect and honor our nation, our state and our Party; that when they are right, it is our privilege to sustain them; that when they err, it is our duty to correct them.  
That as Democrats, we are proud and upright Americans; that we are determined not only to serve the United States but also to stand shoulder to shoulder with those of our sister states in giving meaningful, responsible and constructive leadership such as benefits a great nation.

23 ARTICLE I – MEMBERSHIP

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- Section 1.01. Democratic Party Open to All.
- (a) All meetings of the Democratic Party are open to all members of the Democratic Party regardless of race, ethnicity, color, religion, sex, national origin, age, disability, military status, sexual orientation, gender identity, or economic status.
  - (b) No test for membership in, nor any oaths of loyalty to, the Democratic Party will be required or used which has the effect of requiring prospective or current members of the Democratic Party to acquiesce in, condone or support discrimination on the grounds of race, ethnicity, color, religion, sex, national origin, age, disability, military status, sexual orientation, gender identity, or economic status.
  - (c) The time and place for all meetings of the Democratic Party shall be publicized fully and in such a matter as to assure timely notice to all interested persons. Such meetings shall be held in places accessible to all Party members and large enough to accommodate all interested persons.
  - (d) The Democratic Party shall support the broadest possible registration and voter participation without discrimination on grounds of race, ethnicity, color, religion, sex,

1 national origin, age, disability, military status, sexual orientation, gender identity, or  
2 economic status.

3

4 (e) The Democratic Party shall publicize fully and in such a manner as to assure notice to  
5 all interested parties a full description of the legal and practical procedures for selection of  
6 Democratic Party officers and representatives on all levels. Publication of these procedures  
7 should be done in such a fashion that all prospective and current members of the  
8 Democratic Party will be fully and adequately informed of the pertinent procedures in time  
9 to participate in each selection procedure at all levels of the Democratic Party organization.

10

11 Section 1.02. Party Membership.

12

13 The Democratic Party of Arkansas shall consist of those who have openly declared their  
14 allegiance to, and are in good faith and sympathy with the fundamental principles,  
15 purposes, objectives, platforms and practices of the Party.

16

17 Section 1.03. Party Organization.

18

19 (a) The organization of the Democratic Party of Arkansas shall be divided into state,  
20 regional, and county organizations. The state and counties shall be represented by a  
21 committee elected according to these rules.

22

23 (b) The Democratic Party of Arkansas recognizes chartered auxiliary organizations which  
24 shall be entitled to representation as provided by these Rules.

25

26 ARTICLE II - COUNTY COMMITTEES

27

28 Section 2.01. General Provisions.

29

30 (a) State County committees are affiliates of the Democratic Party of Arkansas.  
31 County committees shall be called the "Democratic Party of [Name of County]  
32 County."

33

34 (b) Upon election each county officer shall follow state party policies on ethics training  
35 and finance training.

36

37 (c) Quorum. The minimum quorum for a County Committee shall be twenty percent  
38 (20%) unless membership in County Committee is 100 or more in which case ten  
39 percent (10%) will constitute a quorum.

40

41 (d) Proxy voting shall be permitted at meetings of the county committee only by a vote  
42 of the county committee to allow proxy voting. If proxy voting is allowed the

1 following rules shall apply : (1) no member shall vote the proxy of more than one  
2 other member; (2) proxies shall be granted only when printed, dated, signed and  
3 filed with the Secretary by the commencement of a meeting; (3) no proxy shall be  
4 valid for more than one meeting; (4) the Secretary shall preserve said proxies for no  
5 less than one year past the term of the Committee, at the Democratic Party  
6 headquarters as part of the records of the State Committee.

7  
8 (e) County committees may develop their own bylaws. Bylaws developed by a county  
9 committee shall not be in conflict with the bylaws of the Democratic Party of  
10 Arkansas.

11 Section 2.02. Composition of a County Committee.

12 (a) The County Committee shall be composed of members registered to vote in the county  
13 in which they reside and are paid members in good standing and who file to join the  
14 committee during the primary election filing deadline.

15  
16 (b) The County Committee shall extend membership to county residents aged 14 or above  
17 seeking membership outside the filing period. Aside from votes taken at the County  
18 Convention, in order to vote one must be a member 30 days prior to any votes taken by the  
19 county committee.

20  
21 (c) Each Committee shall have at least twenty (20) members.

22  
23 (d) There shall be no limit to the number of county committee members.

24  
25 (e) County Committee members shall take office at the commencement of the biennial  
26 County Convention and serve until the convening of the next biennial Convention.

27  
28 Section 2.03. The County Convention.

29  
30 (a) Biennial County Conventions shall be held for the purpose of confirming delegates to  
31 the State Convention and electing county representatives to the State Committee, and for  
32 any other such purpose as may be required by state law or party rules.

33  
34 (b) No later than 30 days following the general primary election, i.e. the primary runoff  
35 election, County Committees will hold their County Convention. The County Convention  
36 may take place at either a regular meeting of the County Committee or a specially called  
37 meeting. Adequate notice shall be given by the Secretary of County Committee notifying  
38 County Convention delegates and candidates by mail no later than one week in advance of  
39 said County Convention and by news release in the local news media of each county no  
40 later than one week in advance of said County Convention.

41  
42 (c) The delegates of the County Convention shall be all county committee members.

43



1 (d) The County Convention shall be called to order by the Chair of the County Committee.  
2 If the Chair or Vice Chair of the County Committee is not present, or is present and refuses  
3 to act, then any delegate to the County Convention may serve as Temporary Chair.  
4

5 (e) The County Convention delegates shall elect the county's representatives to the State  
6 Committee. Article IV presents the process through which the number of representatives  
7 from a given county is identified.  
8

9 (f) The County Convention shall also identify the county's delegates to the State  
10 Convention. All members of the county committee at the time of the County Convention  
11 shall be eligible to attend the State Convention as a voting delegate.  
12

13 (g) The Chair and Secretary of the County Convention shall certify the names of the  
14 county's State Committee representatives and State Convention delegates to the Secretary  
15 of the State Committee within seven (7) days of the election.  
16

17 Section 2.04. Organization of a County Committee.  
18

19 (a) Certification. In order for a County Committee to use the name Democratic Party in  
20 the State of Arkansas and solicit funds in the name of the Democratic Party, each County  
21 Committee shall be certified by the Democratic Party of Arkansas.  
22

23 (b) Biennial requirements for certification are:  
24

25 1. Election of Officers. County Committees shall convene in January, immediately after  
26 the General Election for the purpose of electing a Chair, Vice Chair, who shall be of the  
27 opposite sex of the Chair, a Secretary and a Treasurer. Each office shall not be combined  
28 or held by more than one person at a time. Other officer positions may be created by  
29 majority vote of those present and voting. Officers and members serve for two (2) year  
30 terms until the convening of the next officer election in January after the next general  
31 election.  
32

33 2. Election of Election Commissioner. A county election commissioner(s) shall be elected  
34 in January after the General Election following the election of County Officers. The office  
35 of Election Commissioner shall not be combined with any other offices.  
36

37 3. Timely payment of any fees or dues established by the State Democratic Party of  
38 Arkansas along with the completed required forms shall be sent to the Democratic Party of  
39 Arkansas immediately following the primary election and quarterly thereafter.  
40

41 4. Meet a minimum of quarterly (4) times during the course of a non-election years and no  
42 less than six (6) times during the course of an election year.  
43

- 1 5. County Committees shall record the minutes of each meeting. Within ten (10) days  
2 after the minutes are approved, copies of the minutes shall be sent to the Democratic Party  
3 of Arkansas headquarters. Minutes shall include, at a minimum, those present, the agenda  
4 covered, and actions taken by the County Committee. The minutes may be sent in any  
5 form to the DPA, including electronically, by fax, or mail.  
6
- 7 6. Within ten (10) days after organization of the new County Committee in January  
8 following the general election, the Secretary of the County Committee shall forward a form  
9 provided by the Democratic Party of Arkansas with the county committee list to the  
10 Secretary of the Democratic Party of Arkansas showing the names and mailing addresses,  
11 email address, landline and cell telephone numbers of its officers and members. Updates  
12 to the membership and officers list shall be made quarterly to the Secretary of the  
13 Democratic Party of Arkansas.  
14
- 15 7. Within ten (10) days of the date of electing the Election Commissioner, the Chair or  
16 the Secretary of each county committee shall notify the county clerk in writing the names  
17 and addresses of those selected to serve on the county board of election commissioners in  
18 accordance with state law.  
19
- 20 8. Submission of required financial information to the Democratic Party of Arkansas.  
21 a. County Committees required to file financial information to the Arkansas  
22 Secretary of State shall also send a copy of the filing to the DPA by the filing deadline.  
23 b. County Committees that are not required to file financial information with the  
24 Arkansas Secretary of State shall file financial information of the type and at intervals  
25 required by the County Committee Review Committee.  
26
- 27 9. Submit a copy of the County Committee bylaws to the Democratic Party of Arkansas.  
28 If a county committee chooses to use the State Party bylaws as their governing document a  
29 statement to that effect shall be sent to the Democratic Party of Arkansas. Such bylaws  
30 must include a provision that officers of the county committee must avoid public  
31 expressions of support, including campaign contributions, for candidates opposing  
32 Democratic nominees.  
33
- 34 10. Each County Committee shall submit a plan for actively supporting candidates  
35 running for office.  
36
- 37 11. Each County Committee shall submit a plan for community outreach to promote the  
38 Democratic Party in the county which may include the recognition of chapters of the  
39 county committee or partnering with affiliated groups.
- 40 (c) Review by Committee.  
41 A five (5) member review committee with at least one member from each Congressional  
42 District shall be appointed by the Chair of the Democratic Party of Arkansas in January  
43 following a general election. The County Committee Review Committee, chaired by the  
44 Vice-Chair for County Committees, shall review County Committee information submitted

1 to the Democratic Party of Arkansas by June 30 each year. The Committee is also  
2 responsible for development of all pertinent forms required of County Committees along  
3 with facilitating training of County Committee officers about the certification process.  
4 County Committees not in compliance with certification requirements will be considered  
5 in default of their certification.

6 The Review Committee shall meet with each noncompliant County Committee for a  
7 consultation to identify actions necessary to continue their County Certification. A County  
8 Committee in default shall have 30 days after consultation to bring their County into  
9 compliance.

10  
11 (d). Decertification. A County Committee in noncompliance with Certification  
12 Requirements (b) above and fails to be certified after consultation (c) above shall be  
13 recommended by the County Committee Review Committee for decertification. The  
14 Executive Committee of the Democratic Party of Arkansas after verifying the County  
15 Committee Review Committee recommendation shall declare the county decertified and  
16 notify the County of decertification by registered mail. The elected officers of the  
17 Democratic Party of Arkansas have the power to:

- 18 1. Remove current officers from their positions.
- 19 2. Dissolve the County Committee.
- 20 3. Reconstitute the County Committee by appointing an interim chair.
- 21 4. Property. Property includes but shall not be limited to bank accounts, cash, checks,  
22 receipts and accounting documents, governing documents, membership lists, volunteer  
23 lists, donor lists, meeting minutes, graphic and logo files, communications, party  
24 paraphernalia, rental, lease and storage details, keys, security codes, and political signs.  
25 All property including monetary funds remaining in the possession of a decertified county  
26 committee shall be frozen on the date of decertification. The elected officers of the  
27 Democratic Party of Arkansas shall determine if the funds and property are to remain with  
28 the County Committee until the county reconstitutes itself or be diverted to the Arkansas  
29 Democratic Party. If all funds and property are to be turned over to the interim Chair or  
30 the Chair of the Democratic Party of Arkansas, then the transfer shall occur within ten (10)  
31 days of notice of decertification but shall revert to the county upon reconstitution.

32  
33 Section 2.05. Meetings of the County Committee.

34  
35 (a) Statutory Meetings. The County Committee shall meet as required by state law for the  
36 purpose of conducting primary elections and shall comply with statutory requirements and  
37 these Rules regarding notice of such meetings. Ten (10) days written notice of such  
38 meetings shall be given by the Secretary to the Committee members. The news media  
39 within the County shall also be informed thereof at the time of the calling of such meeting.

40  
41 (b) Notice. The County Committee shall meet at the call of the Chair at such time and  
42 place as is designated in the call. Notice of calls for meetings of the County Committee  
43 shall be mailed or emailed by the Secretary to each member of the Committee at least five  
44 (5) days before the dates of the meetings, provided that in case of an emergency, the

1 Committee may be convened on two (2) days' notice. The news media within the County  
2 shall be informed thereof at the time of the calling of such a meeting. Following such  
3 notice, a county committee meeting may be canceled at the last minute by the officers  
4 solely due to unforeseen circumstances.

5  
6 (c) Special Meetings. Special meetings of the County Committee shall be called by the  
7 Chair upon request of one-fifth (1/5) of the membership of the full Committee. Upon  
8 failure or refusal of the Chair to call a requested meeting, the call may be issued by those  
9 members requesting the same. Notice of calls of special meetings shall be mailed by the  
10 Secretary to each member of the Committee at least five (5) days before the date of the  
11 meeting, provided that in case of an emergency, the Committee may be convened on two  
12 (2) days' notice. In the event the Secretary shall fail or refuse to act, those making the call  
13 may give such notice.

14  
15 (d) Attendance. A County Committee member who misses three (3) or more consecutive  
16 county committee meetings shall be required upon notice to show good cause or may be  
17 dismissed from the Committee by its vote.

18  
19 Section 2.06. Jurisdiction for Grievances.

20  
21 County Committees shall have original jurisdiction of contests or protests involving  
22 actions of respective county committees.

23  
24 Section 2.07. Grievance Procedure.

25  
26 (a) Notice of a contest, protest, appeal or grievance shall be in writing and shall be served  
27 by mail, proof of mailing supplied by the U.S. Postal Service shall be deemed as date of  
28 service, or hand delivered to the Chair of the County Committee within ten (10) days of the  
29 act or omission complained of by the aggrieved person(s). The day on which the act or  
30 omission occurred shall be counted as the first day in determining the ten (10) day period.  
31 Failure to provide timely notice may be grounds for dismissal of the grievance. However, a  
32 grievance, otherwise timely made to the State Committee may not be dismissed as  
33 untimely if the State Committee or Chair refers the grievance to a County Committee  
34 because jurisdiction lies there. The notice shall clearly set forth the facts giving rise to the  
35 grievance and shall describe the relief sought. The Chair may require the aggrieved  
36 person(s) to elaborate and/or clarify in writing any point raised in the notice.

37  
38 (b) The County Chair shall give notice to all committee members and the aggrieved party  
39 of a hearing that shall be held as soon as reasonable but no more than twenty-one (21) days  
40 from the date the County Chair received the notice of the grievance, unless otherwise  
41 agreed by the aggrieved party and the County Chair. The County Committee shall, by  
42 majority vote of those present and voting, adopt such rules of procedure which are  
43 consistent with these Rules and as are necessary to assist in the orderly conduct of the  
44 hearing.

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(c) The County Committee, after learning the evidence and affording all parties a full opportunity to be heard, shall deliberate and render judgment in the matter by a majority vote of those present and voting. At the request of the party to the proceeding, the Secretary of the County Committee shall provide a letter certifying the action of the committee.

(d) Nothing in this section limits a party’s right to file a new grievance under the provisions of Article IV.

ARTICLE III – STATE CONVENTION

Section 3.01. Time and Meeting of State Convention.

A State Convention shall be held within a reasonable time after the general primary, i.e. runoff, election, but in no event later than forty-five (45) days prior to the general election, at a time and place to be fixed by the State Committee. The State Convention shall be composed of the delegates chosen by the various county conventions, as herein provided in Article II.

Section 3.02. State Convention Arrangements Committee.

(a) A standing State Convention Arrangements Committee, comprised of nine (9) persons appointed by the Chair of the State Committee, shall plan the convention.

(b) The temporary officers of the convention shall be chosen by the Arrangements Committee at a meeting to be held at least ten days prior to the State Convention. The Arrangements Committee also shall establish the order of Business of the Convention.

(c) No later than three months before the Convention, the Arrangements Committee shall appoint from the members of county committees the Credentials, the Convention Rules, and the Platform and Resolutions Committees, consisting of at least nine (9) members each, one of whom shall be Chair thereof.

1) The committee of Credentials shall prepare a list of delegates entitled to participate in the preliminary organization of the State Convention, according to the certificates from the several County Conventions forwarded to the Secretary of the Party. The Credentials Committee shall not include in its list of prepared delegates any delegate who was not properly chosen.

2) The committee on Convention Rules shall recommend permanent rules governing the Convention and recommend revisions in the Rules of the Party.

3) The committee on Platform and Resolutions shall write and recommend to the

1 convention a Party platform for the November General Election. The draft platform shall  
2 be made available in electronic or written form no later than 30 days before the state  
3 convention.

4

5 (d) Such committees shall meet in advance of the convention at a time and place  
6 designated by the Chair of the State Committee, to consider all matters properly coming  
7 before such committees, and each after holding such public hearings, shall make a report in  
8 writing to the convention. The Chair of the State Committee shall give such publicity of  
9 the times and places of the committee meetings as shall be necessary to advise the public  
10 and press.

11

12 Section 3.03. State Convention Officers.

13

14 On the date and at the hour fixed, the convention shall be called to order by the Chair of  
15 the State Committee, who shall announce the temporary officers of the convention,  
16 including Chair, Secretary, parliamentarian, and such other officers as shall have been  
17 designated.

18

19 Section 3.04. State Convention Duties.

20

21 The duties of the State Convention shall include, but not be limited to, the following:

22

23 The delegates shall convene at the State Convention for the purpose of receiving,  
24 canvassing, and declaring the election results for United States, State and District offices  
25 and shall declare as the nominees those candidates who were unopposed or who received  
26 the majority of votes for each respective office, fill any vacancy in nomination as  
27 authorized by law and shall furnish to each successful nominee a certificate of nomination.

28

29 Section 3.05. Quadrennial Delegates.

30

31 The selection of delegates and alternate delegates shall be in conformity with the delegate  
32 selection plan, as approved by the Democratic National Committee, or its designee, and as  
33 adopted by the State Committee.

34

35 Section 3.06. Selection of Presidential Electors.

36

37 The nominees for Presidential Electors shall be selected in presidential election years as  
38 required by law and the rules of the Democratic National Committee. One elector shall be  
39 selected from each Congressional District and two electors shall be selected at-large. The  
40 Chair and Secretary shall certify the list of each elector chosen to the Secretary of State.  
41 Such certification of electors of President and Vice President shall be made to the  
42 Secretary of State within two (2) days after such State Convention. Should a vacancy occur  
43 in the choice of an elector, the vacancy may be filled by the State Executive Committee.

44

1 Section 3.07. State Convention Records.

2

3 The Secretary of the State Convention, upon completing the minutes of the convention,  
4 shall immediately turn over to the State Committee the minutes and all other records of the  
5 convention.

6

7 ARTICLE IV - STATE COMMITTEE

8

9 Section 4.01. Purpose.

10

11 The State Committee shall carry out all duties required by state law, Democratic National  
12 Committee rules, and these rules. The State Committee may also hear reports from the  
13 Executive Committee, standing and special committees, and auxiliaries of the State Party.  
14 The State Committee shall also take additional any action on Democratic Party of  
15 Arkansas policies not proscribed by statute or these rules. Finally, State Committee  
16 meetings shall regularly be used as an opportunity for the training of the state's party  
17 leaders to become more effective in carrying out the work of the party.

18

19 Section 4.02. Membership.

20

21 The State Committee shall be composed of:

22

23 (a) County Representatives. County Committee representation on the State Committee  
24 will consist of two hundred (200) members. Each County Committee will automatically  
25 receive one (1) male and one (1) female position who may or may not be the Chair and/or  
26 Vice-Chair of the County Committee. Any other County Committee members may  
27 participate in State Committee meetings as emphasized in Section 1.01 of these rules. The  
28 remaining fifty (50) positions will be apportioned to County Committees based on their  
29 county's contribution to the statewide performance of the Democratic nominee for  
30 Governor in the preceding two (2) gubernatorial general elections. The method for  
31 apportionment is as follows:

32

33 For each county, the number of votes for the Democratic candidate in the last two  
34 gubernatorial elections shall be totaled. That number of votes will be divided by the total  
35 statewide Democratic gubernatorial vote in the two elections, multiplied by 50 (fifty), and  
36 then rounded to the nearest whole number (a fractional part of 0.5 or higher shall be  
37 rounded up, anything less than 0.5 shall be rounded down). This whole number is the  
38 number of extra representatives each county shall be apportioned, beyond the two  
39 members automatically apportioned to each county. There shall be gender balance for  
40 every two additional members apportioned to a county.

41 Reapportionment will occur every four years, following a gubernatorial general election.

42 That most recent electoral data will be factored in to the formula and utilized for the next  
43 election of State Committee members, set to occur in the next even-numbered year.

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(b) Auxiliary Organizations. Auxiliary Organizations. Once an auxiliary successfully completes the chartering process, the organization is awarded four (4) State Committee members: the Chair/President, the First Vice Chair/First Vice President and two at-large members, gender balanced when appropriate or possible. No more than two of the four auxiliary representatives may come from the same county. The Chair/President and First Vice Chair/First Vice President’s length of terms on the State Committee lasts as long as their tenure as the leaders in said auxiliary. At-large members must be elected at least every two years. If the organization’s charter is revoked, its representatives are removed from the State Committee.

(c) Chair’s Appointees. The Chair of the State Committee may appoint ten (10) individuals to the State Committee for the purposes of ensuring gender balance and further enhancing diversity on the State Committee. Terms will run concurrent with the DPA State Committee terms – two (2) years. Appointees may be reappointed when their term is over. If the Chair resigns or when the State Committee elects a new Chair, all previous appointees by the outgoing Chair are removed from the State Committee.

(d) Officers. Current officers of the party, as defined in Section 7.01, who are not otherwise members of the State Committee.

(e) State Elected Officials. All current Democratic legislators, statewide elected officials, and members of the U.S. Senate and House of Representatives will automatically be members of the State Committee and be entitled to full privileges of committee membership if they are present at committee meetings. No proxies will be accepted from such members of the State Committee.

(f) Former Chairs. All former chairs of the State Committee shall automatically be recommended as members of the State Committee entitled to full privileges of committee membership if they are present at committee meetings. No proxies will be accepted from former Chairs.

Section 4.03. Terms of State Committee Members.

Terms of office for members of the State Committee shall commence at the conclusion of the regular State Convention and run two years until the beginning of the next regular State Convention

Section 4.04. Vacancies in State Committee Membership.

All vacancies arising in the membership of the State Committee shall be filled in regular or special meetings by the county committee or auxiliary in which the vacancy occurs.



1 Section 4.05. State Committee Meetings.

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(a) Regular Meetings. The full State Committee shall convene no less than three times per year with meetings held across the state to the greatest degree possible.

(b) Regional Meetings. Additional meeting(s) of the State Committee may take the form of regional meetings. The initial regions shall be established by the County Committee Review Committee with future districts established following each reapportionment. Such meetings shall be chaired by a party officer or another state committee member from the region named by the Chair. The purpose of such meetings will be to focus on the distinctive issues facing the Democratic Party of Arkansas in the region, to carry out additional training of party leaders, and to provide opportunities for elected officials and party leaders from the region to network.

(c) Special Meetings. Special meetings of the State Committee shall be called by the Chair at his or her discretion or upon the request of ten percent (10%) of the members.

(d) Notice. Notice of calls for meetings of the State Committee shall be sent via mail or electronically by the Secretary to each member of the State Committee at least ten (10) days before the dates of the meetings provided that in case of emergency, the Committee may be convened on three (3) days' notice. The news media shall be informed thereof at the time of the calling of each meeting.

(e) Quorum. A quorum shall be twenty percent (20%) of the existing membership of the State Committee.

(f) Proxies. Proxy votes shall be permitted at meetings of the State Committee only as follows: (1) no member shall vote the proxy of more than one other member; (2) proxies shall be granted only when printed, dated, signed and filed with the Secretary by the commencement of a meeting; (3) no proxy shall be valid for more than one meeting; (4) the Secretary shall preserve said proxies for no less than one year past the term of the Committee, as part of the records of the State Committee.

(g) Attendance. A State Committee member elected pursuant to section 4.02(a) who misses three (3) or more meetings of either the State Committee or their County Committee shall be required upon notice to show good cause therefore or may be dismissed from the Committee by its vote. A State Committee member elected or appointed pursuant to sections 4.02(b) or (c) above who misses three (3) or more meetings shall be required upon notice to show good cause therefore or may be dismissed from the Committee by its vote.

Section 4.06. State Headquarters

To facilitate the work of the Democratic Organizations and so that Democratic records may be preserved for future reference, the State Committee shall maintain a Democratic

1 State Office with such personnel as the Committee shall, from time to time, deem  
2 necessary. The office personnel shall perform such duties as shall be assigned by the State  
3 Committee or by the officers thereof. The compensation of personnel shall be prescribed  
4 by the Chairman and State Officers with the advice and consent of the Executive  
5 Committee.

6  
7 Section 4.07. Notice of Grievances.

8  
9 Notice of a contest, protest, appeal or grievance to the State Committee shall be in writing  
10 and shall be served by mail, proof of mailing supplied by the U.S. Postal Service shall be  
11 deemed as date of service or hand delivery to the Chair of the State Committee at the office  
12 of the Democratic Party of Arkansas within ten (10) days of the act or omission  
13 complained of by the aggrieved person(s). The State Chair shall send a copy of the notice  
14 of grievance to the chief officer of the body against/from which the grievance has been  
15 taken and to the members of the Executive Committee. Said chief officer may respond in  
16 writing to the notice of grievance. The day on which the act or omission occurred shall be  
17 counted as the first day in determining the ten (10) day period. Failure to provide timely  
18 notice may be grounds for dismissal of the grievance. However, a grievance, otherwise  
19 timely made to a County Committee, may not be dismissed as untimely if the County  
20 Committee refers the grievance to the State Committee because jurisdiction lies there. The  
21 notice shall clearly set forth the facts giving rise to the grievance and shall describe the  
22 relief sought. The Chair may require the aggrieved person(s) to elaborate and/or clarify in  
23 writing any point raised in the notice.

24  
25 Section 4.08. Procedure.

26  
27 Unless the State Chair determines that the State Committee does not have jurisdiction, the  
28 Chief of the State Committee shall give notice to all Executive Committee members, the  
29 aggrieved party and the chief officer of the body against/from which the grievance has  
30 been taken of a hearing that shall be held as expeditiously as reasonable but no more than  
31 twenty-one (21) days from the date the State Chair received the notice of the grievance,  
32 unless otherwise agreed by the aggrieved party and the State Chair. Hearings on grievances  
33 concerning elections and election procedures or related matters should be expedited. In the  
34 event that the State Chair has determined that the State Committee does not have  
35 jurisdiction over a grievance, the State Chair shall refer the grievance to the appropriate  
36 County Committee for its consideration, if jurisdiction lies with a County Committee. The  
37 State Executive Committee shall, by majority vote of those present and voting, adopt such  
38 rules of procedure which are consistent with these Rules and as are necessary to assist in  
39 the orderly conduct of the hearing. Any such adopted rules shall be provided to parties  
40 involved in the grievance. Twenty percent (20%) of the members of the Executive  
41 Committee shall constitute a quorum for the purpose of taking action on such grievance.  
42 The State Executive Committee, after hearing the evidence and affording all parties a full  
43 opportunity to be heard, shall deliberate and render judgment in the matter by a majority  
44 vote of those present and voting. Voting will be by hand. However at the request of a

1 single member, it shall be by secret ballot. At the request of a party to the proceeding, the  
2 Secretary of the State Committee shall provide a letter certifying the action of the  
3 Committee.

4

5 Section 4.09. Decision.

6

7 The Executive Committee shall, after hearing all evidence and affording all parties a full  
8 opportunity to be heard, deliberate and render judgment in the matter by a majority vote.  
9 At the request of a party to the proceeding, the Committee shall issue a written decision. A  
10 copy of the Committee's decision shall be furnished to the parties to the proceeding.

11

## 12 ARTICLE V – EXECUTIVE COMMITTEE

13

14 Section 5.01. Purpose.

15

16 The Executive Committee shall have all the authority and powers of the State Committee  
17 between meetings of the State Committee, except as to amendments to these Rules. In  
18 addition, the Executive Committee shall be tasked with all aspects of strategic planning for  
19 carrying out the successful work of the party including candidate recruitment strategies,  
20 fundraising strategies, and strategies related to organizational structure. It shall report on  
21 its work to the State Committee at each State Committee meeting.

22

23 Section 5.02. Membership.

24

25 The officers of the Democratic Party of Arkansas, the party leaders in both the State House  
26 and State Senate, up to four individuals appointed by the Chair because of their special  
27 talents or the diversity they bring to the body, along with two women and two men per  
28 congressional district shall serve as the Executive Committee of the Democratic Party of  
29 Arkansas.

30

31 Section 5.03. Elections.

32

33 Congressional district representatives on the Executive Committee shall be elected to two-  
34 year terms at the first State Committee meeting following a general election. From a slate  
35 of candidates established in advance of the meeting, voting for these Executive Committee  
36 members shall take place through secret ballot either through paper ballot or electronic  
37 device. Each representative to the Executive Committee shall be elected sequentially by  
38 plurality vote. More than one county must be represented among the representatives for a  
39 given congressional district. No current Democratic Party of Arkansas staff member may  
40 be elected as a member of the Executive Committee.

41

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43

1 Section 5.04. Vacancies.

2

3 After notice to the office holder, a vacancy in the Executive Committee may be declared  
4 by the Chair (or Vice Chair if the vacancy is in the office of the Chair) whenever an  
5 Executive Committee member is unable to perform his or her duties because of death,  
6 resignation, mental or physical incapacity, conviction of a felony, or nonresidency. In the  
7 event of a vacancy in a congressional district representative position, the position shall be  
8 filled at the next regular or special State Committee meeting.

9

10 Section 5.05. Meetings.

11

12 The Executive Committee shall meet at least quarterly upon the call of the Chair.  
13 Meetings may take place in person or telephonically. While meetings shall be open to State  
14 Committee members, the Executive Committee may go into executive session upon proper  
15 motion for purposes of discussing personnel issues and other sensitive matters.

16

17 Section 5.06. Notice.

18

19 Notice of calls for all meetings of the Executive Committee shall be sent via mail or  
20 electronically by the Secretary to each member of the State Committee at least ten (10)  
21 days before the dates of the meetings provided that in case of emergency, the Committee  
22 may be convened on three (3) days notice. The news media shall be informed thereof at  
23 the time of the calling of each meeting.

24

25 Section 5.07. Quorum.

26

27 A quorum shall be twenty percent (20%) of the existing membership of the Executive  
28 Committee.

29

30 Section 5.08. No Proxies.

31

32 Proxy votes shall not be permitted at meetings of the Executive Committee.

33

34 Section 5.09. Attendance.

35

36 An Executive Committee member who misses three (3) consecutive meetings shall be  
37 dismissed from the Committee.

38

39 Section 5.10. Conflicts of Interest.

40

41 A member of the Executive Committee with a financial conflict of interest on a matter  
42 before the body shall recuse from any discussions or votes on that matter.

43

1 Section 5.11. Jurisdiction.

2

3 The State Executive Committee shall have original jurisdiction of all contests or protests  
4 involving the election and qualifications of members of the Democratic State Committee.  
5 The State Executive Committee shall hear and determine appeals of any aggrieved person  
6 or persons arising from appeals from a County Committee or arising from other acts or  
7 omissions of the Democratic Party or any of its subsidiary bodies, resulting from the  
8 application or enforcement of the Rules. When the Democratic Party is not in Convention,  
9 the State Executive Committee shall adjudicate disputes arising out of the interpretation or  
10 application of the Rules or policies of the Democratic Party of Arkansas. Contests of  
11 elections and qualifications shall be determined by Arkansas Code Annotated 7-5-801 et.  
12 sec.  
13

14 ARTICLE VI – OTHER COMMITTEES

15

16 Section 6.01. Standing Committees.

17

18 The State Committee shall provide for division of its work to be carried on by the  
19 following standing committees: the Finance Committee, the Rules Committee, the  
20 Affirmative Action Committee, the County Committee Review Committee, the Committee  
21 on Auxiliary Organizations, the Committee on State Convention Arrangements, and the  
22 Personnel Committee. Unless otherwise noted, the chairs and membership of the  
23 committees shall be appointed by the Chair with approval of the Executive Committee.  
24 The chair or his/her designee shall be a non-voting ex officio member of all such  
25 committees.  
26

27 Section 6.02. Finance Committee.

28

29 The Finance Committee shall be responsible for preparing a budget for the operations of  
30 Party affairs to be approved by the State Committee; activating an audit for the two-year  
31 period ending immediately before the State Convention; and submitting an annual  
32 statement of operations to the State Committee. The audit shall be filed with and become a  
33 part of the permanent confidential records of the State Committee. At the discretion of the  
34 Chair, this committee shall also engage in carrying out aspects of a fundraising plan for the  
35 DPA. The Finance Committee shall be chaired by the Treasurer.  
36

37 Section 6.03. Rules Committee.

38

39 The Rules Committee shall consider suggested changes in these Rules and make  
40 recommendations thereupon to the State Committee; if requested by the Chair and, shall  
41 issue advisory opinions on interpretations of any disputes arising out of these Rules, and  
42 perform such other duties as may be assigned to it.  
43

1 Section 6.04. Affirmative Action Committee.

2

3 The Affirmative Action Committee shall be responsible for the preparation and  
4 implementation of an affirmative action plan in accordance with the Rules of the  
5 Democratic National Committee as required to insure that all segments of society are  
6 allowed to fully participate in the affairs of the Democratic Party of Arkansas.

7

8 Section 6.05. County Committee Review Committee.

9

10 The Second Vice-Chair for County Committees shall chair this five-person committee. The  
11 primary duties and processes of this committee are outlined in Article II. Additionally, this  
12 committee also has duties related to the establishment of regional organizations outlined in  
13 Article IV.

14

15 Section 6.06. Committee on Auxiliary Organizations.

16

17 This five-person committee, chaired by the Second Vice-Chair for Auxiliaries, shall carry  
18 out all oversight over auxiliary organizations as laid out in Article VIII.

19

20 Section 6.07. Personnel Committee.

21

22 This committee shall be advisory to the Chair on key staff hiring decisions and shall also  
23 establish and review the Democratic Party of Arkansas's personnel policies.

24

25 Section 6.08. State Convention Arrangements Committee.

26

27 This nine-member committee shall carry out the duties laid out in Article III.

28

29 Section 6.09. Special Committees.

30

31 The Chair, with the approval of the Executive Committee, shall have the authority from  
32 time to time to name special committees as needed. These committees shall exist only for  
33 the limited period of time that their purpose requires. The chair or his/her designee shall be  
34 a non-voting ex officio member of all such committees.

## 35 ARTICLE VII – OFFICERS

36

37 Section 7.01. List of Officers.

38

39 The following individuals shall be officers of the Democratic Party of Arkansas: Chair, a  
40 First Vice-Chair (who shall be of the opposite sex from the chair), a Vice-Chair for County  
41 Committees, a Vice-Chair for Auxiliaries, a Treasurer, a Secretary, the National  
42 Committeeman, and the National Committeewoman. The Chair shall serve as chief  
43 spokesperson for the Democratic Party, though s/he may designate others to speak on

1 behalf of the Party. The Chair and First Vice-Chair shall coordinate in the candidate  
2 recruitment and fundraising work of the Democratic Party. All other officers should carry  
3 out their duties outlined elsewhere in these Rules.  
4

5 Section 7.02. Term.

6  
7 All officers shall serve four year terms.  
8

9 Section 7.03. Elections.

10  
11 The positions of National Committeeman and National Committeewoman shall be elected  
12 at the first State Committee meeting following a presidential election. All other officers  
13 shall be elected at the first State Committee meeting following a gubernatorial election. If  
14 either the Chair and/or the Secretary has opposition in his or election, a Temporary Chair  
15 and/or Temporary Secretary shall be elected at the beginning of the election process to  
16 carry out duties related to those offices during the election process. Voting shall take  
17 place through secret ballot either through paper ballot or electronic device.  
18

19 Section 7.04. Duties.

20  
21 Other than the election of officers, the following procedures shall be followed: the Chair  
22 shall preside at all meetings of the State Committee and the Executive Committee and shall  
23 see that all orders and resolutions of the State Committee are carried into effect. In the  
24 absence or disability of the Chair, the First Vice Chair shall exercise all of his functions. In  
25 the event neither the Chair nor the First Vice Chair can serve, the Vice Chair for County  
26 Committees shall exercise the functions of the Chair. In the event of the death, resignation,  
27 permanent disability or removal from office of the chair, the First Vice Chair shall be  
28 responsible for calling a meeting of the State Committee within sixty (60) days after the  
29 office of Chair is vacated for the purpose of electing a new Chair. A new Chair will be  
30 elected by majority vote of a quorum of the State committee called for the purpose of such  
31 election. The Secretary shall keep the minutes of all meetings of the State Committee and  
32 Executive Committee and in general perform all of the duties incident to this office. The  
33 Treasurer shall have custody of the funds and securities of the State Committee; shall  
34 perform all other duties as are incident to the office of the treasurer of an organization; and  
35 shall also have the duties and responsibilities assigned to that position under the Federal  
36 Elections Campaign Act and regulations promulgated thereunder.  
37

38 Section 7.05. Vacancies.

39  
40 After notice to the office holder, a vacancy may be declared by the Chair (or Vice Chair if  
41 the vacancy is in the office of the Chair) whenever an officer is unable to perform his  
42 duties because of death, resignation, mental or physical incapacity, conviction of a felony,  
43 or nonresidency status. In the event of a vacancy in the office of the Chair, the Vice chair  
44 shall call a meeting of the State committee within sixty (60) days after the office of Chair

1 is vacated for the purpose of electing a new Chair. Until the next meeting of the State  
2 Committee, a vacancy in any other office may be filled on an interim basis by the  
3 Executive Committee. Also, after notice to the officeholder, an officer shall be suspended  
4 during the pendency of a felony charge, during which time the duties of such officer shall  
5 be performed by an interim officer appointed by the Executive Committee.  
6

7 Section 7.06. National Committee Members.  
8

9 The Arkansas members of the Democratic National Committee shall be elected in the year  
10 following each presidential year by the State Committee. The persons so elected shall  
11 qualify by filing with the Secretary of the State Committee within ten (10) days after  
12 election a Candidate Eligibility Application, in form hereafter prescribed, and having so  
13 qualified shall assume office immediately following the Democratic National Convention,  
14 to serve until the adjournment of the Democratic National Convention following the next  
15 presidential election or as provided by the Rules of the Democratic National Committee.  
16 The members so selected shall be from different Congressional Districts.  
17

18 Section 7.07. Removal from Office.  
19

20 A party officer may be removed from office by a two-thirds vote of all State Committee  
21 members in attendance at a properly called regular or special meeting of the State  
22 Committee.  
23

24 Section 7.08. Officer Loyalty.  
25

26 Public expressions of support, including campaign contributions, for candidates opposing  
27 nominees of the Democratic Party of Arkansas shall be the basis for censure or removal  
28 from office of any officer.  
29

30 Section 7.09. Legal Counsel.  
31

32 With the consent of the Executive Committee, the Chair shall retain legal counsel to advise  
33 and represent the Democratic Party of Arkansas.  
34

35 ARTICLE VIII – AUXILIARIES  
36

37 Section 8.01. Purpose.  
38

39 Auxiliary organizations of the DPA are hereby established and recognized to promote the  
40 Party's principles, platforms, and nominees and to increase representation, participation,  
41 and leadership development among historically underrepresented communities within the  
42 Party.  
43



1 Section 8.02. Use of Party Name.

2

3 Outside of the Democratic Party of Arkansas, Democratic candidates, legislative caucuses,  
4 affiliated campaign committees, or duly certified county committees, no person, group of  
5 persons, committee, or organization may use the words “Democrat,” “Democrats,” or  
6 “Democratic” in their name, or purport to represent the Democratic Party of Arkansas in  
7 any capacity, unless they have been duly chartered by the procedures established in this  
8 article.

9

10 Section 8.03. Charter Issuance.

11

12 (a) A group wishing to establish an auxiliary shall submit a Statement of Intent to the  
13 Committee on Auxiliary Organizations and shall have six months to complete the  
14 application process in collaboration with the Vice Chair for Auxiliaries (the Vice Chair  
15 shall have the power to extend the deadline for 90 days if progress is being made towards a  
16 complete application). Charters shall be issued by vote of the Executive Committee upon  
17 recommendation from the Committee on Auxiliary Organizations once the criteria  
18 established below have been met.

19

20 (b) Charter applications shall require information pertaining to the official name of the  
21 auxiliary, contact information for auxiliary officers, a full and current membership roster, a  
22 full and complete copy of the auxiliary’s governing documents, and the minutes of the  
23 auxiliary’s organizing meeting (or most recent convention).

24

25 (c) In order to be eligible for a charter, auxiliary organizations shall:

26

27 (1) represent a discrete community of interest within the Party that is not  
28 geographically defined;

29 (2) have at least twenty-five (25) members, including at least five (5) from each  
30 congressional district;

31 (3) have held an organizing meeting at which officers were selected;

32 (4) adopt draft governing documents (including a mission statement and bylaws)  
33 which do not conflict with these rules, describing auxiliary membership eligibility and (if  
34 appropriate) chapter chartering procedure, as well as the date, place, and procedure of the  
35 auxiliary Convention.

36

37 (d) Auxiliary bylaws must bar officers of the auxiliary from public support, including  
38 campaign contributions, for candidates opposing Democratic Party nominees on the  
39 Arkansas state ballot.

40

41 (e) Adopt a mission for the charter as well as a strategic plan for promoting the electoral  
42 goals of the Democratic Party of Arkansas.

43

1 Section 8.04. Annual Reporting.

- 2
- 3 (a) On an annual basis, each chartered auxiliary shall provide the following to the
- 4 Committee on Auxiliary Organizations:
- 5 (1) The governing documents for the auxiliary;
- 6 (2) The minutes of the most recent Convention of the auxiliary;
- 7 (3) The list of officers of the auxiliary;
- 8 (4) A strategic plan for the coming year that includes the auxiliary's distinctive
- 9 strategy of active support for Democrats candidates running for office and
- 10 community outreach to promote the Democratic Party of Arkansas.
- 11
- 12 (b) On a quarterly basis, each chartered auxiliary shall provide the following to the
- 13 Committee on Auxiliary Organizations:
- 14 (1) A roster of members of the auxiliary, numbering at least 20 and with
- 15 membership from each of the state's congressional districts;
- 16 (2) A financial report presenting the deposits and expenditures on behalf of the
- 17 auxiliary in the previous year.

18 Section 8.05. Local Chapters.

19

20 Auxiliary organizations shall be composed of their duly chartered chapters, the members

21 thereof, and at-large members if provided for in their governing documents.

22

23 Section 8.06. Charter Revocation.

- 24
- 25 (a) Auxiliary organization charters may be revoked for inactivity or non-compliance
- 26 with these rules.
- 27 (b) Revocation of a charter may proceed through the following process:
- 28 1. After efforts to work with the auxiliary by the Second Vice-Chair for Auxiliary
- 29 Organizations, a revocation of an auxiliary organization charter may be
- 30 considered at a meeting of the Committee on Auxiliary Organizations.
- 31 2. All elected officers of an auxiliary organization whose charter is to be
- 32 considered for revocation shall be notified not fewer than 15 (15) days prior to
- 33 the relevant meeting.
- 34 3. Said notice shall include the cause for revocation, and the date, time, and
- 35 location of the meeting.
- 36 (c) Final revocation of an auxiliary charter may only occur through an action of the
- 37 Executive Committee at a regular or special meeting. All elected officers of an
- 38 auxiliary organization whose charter is to be considered for revocation shall be
- 39 notified not fewer than fifteen (15) days prior to the relevant meeting. Said notice
- 40 shall include the cause for revocation, and the date, time, and location of the
- 41 meeting.

42 ARTICLE IX – SELECTION OF PARTY NOMINEES

43

1 Section 9.01. Notice of Primary Election.

2

3 On or before ninety (90) days prior to the first biennial primary election, either the State  
4 Committee or the Executive Committee shall meet for the purpose of calling such elections  
5 and establishing filing fees in accordance with state law and Democratic National  
6 Committee rules.

7

8 Section 9.02. Certification of Nominees.

9

10 In accordance with deadlines found in state law, following the general primary election,  
11 either the State Committee or the Executive Committee shall meet for the purpose of  
12 declaring as nominees of the Democratic Party of Arkansas those candidates for the  
13 Democratic nomination for United States Senator, Congressman and State and District  
14 Offices who were unopposed in the primaries and those who have received a majority of  
15 the votes in the primary elections as shown by the report of the State Committee from the  
16 returns sent by the various County Committees. The Chairman and Secretary of the State  
17 Party shall certify such nominations and the Secretary of the State Party shall be charged  
18 with the responsibility of filing the certificates of nomination of all nominees so declared  
19 and certified, with the Secretary of State, within the time required by law.

20

21 Section 9.03. Announcement of Ballot Access Requirements.

22

23 The County Committee shall convene in an open public meeting to be held no later than  
24 thirty (30) days prior to the opening of the filing period to conduct the following business:  
25 (1) fix and announce the ballot access requirements (fees/petitions) to be assessed against  
26 the candidates in such elections, and (2) fix and announce the apportionment by township,  
27 ward, precinct, district, or some other political subdivision of Committee members to  
28 constitute the next County Committee. Ten (10) days written notice of the time and place  
29 of such meeting shall be given each member of the committee by the Chair, Vice Chair, or  
30 Secretary.

31

32 Section 9.04. Ballot Access Fees.

33

34 During the period prescribed by law, before the preferential primary election, candidates  
35 for the following nominations shall be charged and shall pay to the Secretary of the State  
36 Committee assessments as prescribed by the State Committee:

37

- 38 President of the United States
- 39 United States Senator
- 40 United States Representative
- 41 Governor
- 42 Lieutenant Governor
- 43 Attorney General
- 44 State Treasurer

- 1 State Auditor
- 2 Secretary of State
- 3 State Land Commissioner
- 4 State Representative
- 5 State Senator

6  
7 No other assessments shall be charged such candidates for placing their names on the  
8 ballot in each county.

9  
10 Section 9.05. Ballot Access Fee Alternatives.

11  
12 The State Committee and each County Committee must allow all candidates for any office  
13 in a Democratic Primary Election a non-monetary method to appear on the ballot as an  
14 alternate to paying ballot access fees. Said alternative method shall be as follows:

15  
16 (a) A non-fee paying candidate shall execute an affidavit, under oath, requesting  
17 qualification by petition, swearing that to pay the appropriate ballot fee would constitute a  
18 financial hardship on said candidate. Such an affidavit involving a county, municipal or  
19 township office shall be filed with the secretary of the County Committee, and such an  
20 affidavit involving any other office shall be filed with the secretary of the State Committee.  
21 A challenge to the declaration of financial hardship involving a county, municipal or  
22 township office must be made in writing and submitted to the County Committee within  
23 five (5) days after the filing of such an affidavit, and such a challenge involving any other  
24 office must be made in writing and submitted to the State Executive Committee within five  
25 (5) days after the filing of such an affidavit. After proper notice to all involved parties, the  
26 Committee with whom the challenge is filed will meet as expeditiously as reasonable but  
27 no more than ten (10) days after the filing of the challenge, and review said challenge.  
28 After hearing all evidence and affording all parties an opportunity to be heard, the  
29 Committee shall make a determination of the sufficiency of the challenge. An appeal from  
30 the ruling of a County Committee may be made to the State Executive Committee in  
31 accordance with these Rules.

32  
33 (b) A non-fee paying candidate shall file with the appropriate committee a nominating  
34 petition consisting of a number of signatures of registered voters as set forth below. No  
35 signature shall be counted unless it is from a person who voted in the last Democratic  
36 Preferential Primary or has marked Democrat as party preference on his or her voter  
37 registration form. Candidates may begin circulating petitions not earlier than sixty (60)  
38 days prior to the filing deadline.

39  
40 1. In the case of county, municipal and township candidates, the number of required  
41 signatures shall be equal to eight percent (8%) of the total votes cast for the office of  
42 Governor in the last Democratic preferential Primary. If votes were not cast in the last  
43 Democratic Preferential Primary, then for such other office as the State Executive  
44 Committee may reasonably determine. In any event, the minimum number of required

1 signatures shall be 100 unless there are less than 100 registered voters in the political  
2 subdivision, in which case the number shall be 20. The maximum number of signatures  
3 which will be allowed on a petition shall be 120% of the required signatures.  
4

5 2. In the case of candidates in a statewide or congressional district race, the number of  
6 required signatures shall be equal to eight percent (8%) of the votes cast for the office for  
7 which nomination is sought in the last contested Democratic Preferential Primary. If votes  
8 were not cast in the last Democratic Preferential Primary for the office sought, then for  
9 such other office as the State Executive Committee may reasonably determine.  
10

11 3. In the case of district office candidates, the number of required signatures shall be  
12 equal to eight percent (8%) of the votes cast for the office for which nomination is sought  
13 in the last contested Democratic Preferential Primary. If votes were not cast in the last  
14 Democratic Preferential Primary for the office sought or if the boundaries of the district  
15 have changed, then for such other similar office as the State Executive Committee may  
16 reasonable determine, provided the State Executive Committee may use the average vote  
17 for two or more similar offices in lieu of a single other similar office.  
18

19 (c) A non-fee paying candidate shall execute an affidavit that said candidate has  
20 personally checked and verified, or caused to be checked and verified by named persons  
21 under the candidate's direct control and for whom the candidate personally assumes  
22 responsibility, that all names on said petition are of valid and currently qualified registered  
23 voters and entitled to be a signer under Paragraph (b) above, and that all of the information  
24 on said petition is true and correct to the best of the candidate's knowledge and belief.

25 (d) Said affidavits and petitions shall be filed with the respective committee beginning at  
26 12:00 noon forty six (46) days before the closing of filing period and ending at 12:00 noon  
27 thirty-two (32) days before the closing of filing period.  
28

29 (e) The secretary of the appropriate Party committee shall issue a receipt for submitted  
30 nominating petitions, and, if the petitions are sufficient and comply with this rule, shall  
31 notify the Office of the Secretary of State and/or County Election Commission in the same  
32 manner as the issuance of receipts and notification of the payment of filing fee.  
33

34 (f) Candidate nominating petitions shall be accepted only if submitted on the forms  
35 approved by the State Executive Committee.  
36

37 (g) The secretary of the appropriate Party committee shall notify each candidate submitting  
38 nominating petitions, in writing, not later than ten (10) days after the close of the filing  
39 period, if such petitions are not sufficient to qualify such person for the Party Primary  
40 Election ballot.  
41

42 Section 9.06. Candidate Eligibility Application.  
43

1 (a) Each candidate for nomination in the Democratic Primary shall file a Candidate  
2 Eligibility Application with the appropriate Party committee. The application shall read as  
3 follows:  
4

5 As a candidate in the Democratic Primary Elections to be held on \_\_\_\_ day of  
6 \_\_\_\_\_, 20\_\_\_\_, I agree to abide by the results of said Primary Elections and support the  
7 Principles of the Democratic Party. I am eligible and legally qualified to file for this office  
8 under Arkansas law. This \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

9  
10 Signature \_\_\_\_\_

11 (b) Each County, State and National Committee member and each Party official shall file a  
12 Candidate of Eligibility Application with the appropriate Party committee. The application  
13 shall read as follows:  
14

15 As a member/officer in the \_\_\_\_\_ Democratic Committee, I agree to  
16 abide by the results of all Democratic Primary Elections and to support the principles of  
17 the Democratic Party. I am eligible and legally qualified to file for this office under  
18 Arkansas law and Party rules. This \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

19  
20 Signature \_\_\_\_\_

21  
22 (c) No Person having resigned from public office as a provision to a plea agreement to  
23 avoid felony prosecution shall be certified by the Democratic Party of Arkansas to be a  
24 candidate and/or its nominee.  
25

26 Section 9.07. Time for Filing Candidate Eligibility Application.

27  
28 All candidates for nomination for United State Senator, Representative in Congress, and  
29 State and District office shall file the prescribed application with the Secretary of the State  
30 Committee, and all candidates for County, Township, and Municipal offices (including  
31 candidates for County Committee members) shall file the prescribed application with the  
32 Secretary of the County Committee during the period prescribed by law for qualifying as a  
33 candidate in the primary elections.  
34

35 Section 9.08. Filing as a Candidate in Primary of Another Party Prohibited.

36  
37 One who has filed as a candidate for nomination in the primary election of another party or  
38 has filed a notice of intent to run as an independent may not be a candidate in the  
39 Democratic primaries to be held contemporaneously therewith, and any assessment paid by  
40 any such person, regardless of whether he/she shall have filed in the Democratic primary  
41 before or after his/her filing in the primary of another party, shall be forfeited.  
42

43 Section 9.09. Resignation of Candidacy.  
44

1 A candidate who wishes to resign his candidacy shall, prior to the certification of the ballot  
2 for the preferential primary or subsequent to the preferential primary but prior to the  
3 certification of the ballot for the general primary election, file written legal notice thereof  
4 in the offices of the Secretary of the Party committee with which he filed his Candidate  
5 Eligibility Application. That committee shall then immediately notify the county or state  
6 Board of Election Commissioners, which ever the case may be, of the name of the person  
7 and his or her name shall not be printed on the preferential primary ballot or the general  
8 primary ballot, as the case may be. In no event shall any Party committee be required to  
9 refund a ballot access fee to a candidate who resigns.

10  
11 Section 9.10. Vacancies in Candidacies.

12  
13 (a) When any unopposed candidate for any office in a Democratic primary election shall,  
14 after the time for filing has expired, die or resign his candidacy, the State Committee, if the  
15 office be that of United States Senator, Congressman, or a State District office or the  
16 County Committee, if the office be a county, township, or municipal office, may, upon  
17 ascertaining such vacancy, and provided same does not occur later than thirty (30) days  
18 prior to the preferential primary election, permit other candidates to qualify, at such time  
19 and in such manner as the appropriate committee may determine and upon such notice as  
20 such committee may determine and upon such notice as such be deemed to have regularly  
21 qualified as a candidate thereof.

22  
23 (b) A vacancy in nomination shall occur if nomination to an office is to be determined by a  
24 general primary (runoff) election and there is a tie vote between candidates receiving the  
25 second highest number of votes in the preferential primary election. Such a vacancy in  
26 candidacy for the Runoff Primary shall be filled by a convention of delegates to be  
27 convened as soon as reasonably possible by the temporary chair designated by the State  
28 Chair. In the case of a United States Senator or a State Office, the State Committee shall  
29 select the runner-up candidate for the Runoff Primary. In the case of a Congressional or  
30 district office, the members of the State Committee from that district shall select the  
31 runner-up candidate for the Run-off Primary. In the case of a county, township or  
32 municipal office, the county committee shall select the runner-up candidate for the Runoff  
33 Primary.

34  
35 Section 9.11. Committee and Officer Endorsement Prohibited.

36  
37 The State Committee, its Auxiliaries or any County Committee and its Auxiliaries shall not  
38 endorse the candidacy of any person seeking the nomination of the Party in a race where  
39 more than one candidate has announced in a primary election. As an individual, State,  
40 Auxiliary or County officers may support the candidacy of a person seeking the  
41 nomination of the Party in a primary election; however, a State or County officer shall not  
42 use his or her office to support the candidacy of any person seeking the nomination of the  
43 Party in a primary election. Any contributor lists compiled by the Party shall be for Party  
44 use only and shall not be released to any candidate for use during the Primaries.

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Section 9.12. Prohibition of Party Staff Working on Behalf of Candidates for Public Office.

It is essential that all Arkansas Democrats have faith in the loyalty and integrity of their paid staff. Accordingly, the staff of the Democratic Party of Arkansas is expressly prohibited from working on behalf of any candidate seeking election for a party office or for public office in a Democratic Party primary in Arkansas. This prohibition extends to both working and non-working hours. However, staff may provide trainings to candidates on an equal basis during a contested primary. Further, all candidates for election for public office in a Democratic Party primary in Arkansas are expressly prohibited from using the Party Headquarters and/or equipment to benefit his or her campaign. This prohibition includes, but is not limited to, postage machines, telephones, folding machines, copiers, facsimile machines, and electronic equipment.

ARTICLE X – VACANCIES

Section 10.01. Vacancy in Office.

In the event of a vacancy in office, and if a special general election shall have been called, or the Governor shall have indicated that one will be called to fill such vacancy, the State Committee, if the special general election is to elect a Congressman, or a state or district official, shall call a special primary election to nominate a candidate, unless it finds that the holding of a special primary election is impractical by reasons of limitations of time, expense, or any other cause, in which event the State Committee shall call a convention to select the Party’s nominee, subject to the laws of the State of Arkansas. If the nominee is to be chosen by convention, a state convention shall be called to select a nominee for a state office; a congressional district convention shall be called to select a nominee for Members of Congress; and a district convention shall be called to select a nominee for a district office.

Section 10.02. Vacancy in Nomination.

(a) If a vacancy occurs in a nomination because of death, resignation, tie vote, disqualification, or for any other cause, a nominee to fill such vacancy in nomination shall be selected by a convention of delegates. In the case of United State Senator or a state office, the State Committee shall call a state convention to select the nominee, unless the vacancy occurs prior to the adjournment of the biennial State Convention, in which event the biennial State Convention shall select the nominee. In the case of a congressman, the State Committee shall call a congressional convention, unless the vacancy occurs prior to adjournment of the biennial State Convention, in which event the delegates to said convention from the appropriate Congressional District shall caucus as a congressional convention at the close of said convention to select said nominee. In the case of a district



1 office, the State Committee shall call a district convention. In the case of a county office,  
2 the County Committee shall convene as a County Convention to select the nominee. In the  
3 case of township or municipal office, the County Committee shall convene as a County  
4 Convention to select the nominee.

5  
6 (b) If, within fifteen (15) days of the occurrence of the vacancy in nomination for a district,  
7 county, township, or municipal office, all County Committee(s) affected have approved the  
8 holding of a special primary and certified that approval to the Secretary of the State  
9 Committee, no convention shall be held to fill the vacancy. Such special primary shall be  
10 called, if for a district office, by the State Committee, otherwise by the County Committee,  
11 and shall be held in accordance with the call for the special primary, if said election would  
12 be held at least sixty (60) days prior to the general election.

13  
14 Section 10.03. Vacancies – Time and Place for Nominating Conventions.

15  
16 Conventions to select nominees for vacancies in office or for vacancies in nomination shall  
17 be held at the time and place stated in the call, of which notice, reasonable under the  
18 circumstances, shall have been given.

19  
20 Section 10.04. Delegates to Convention to Select Nominees.

21  
22 (a) The delegates to a State Convention to select the nominee to fill a vacancy in the  
23 nomination for or in the office of United States Senator or any state office shall be the  
24 delegates to the most recent State Convention, and the officers who served at such  
25 convention shall be the officers of the called convention.

26  
27 (b) The delegates to a congressional district convention to select the nominee in a special  
28 election to fill a vacancy in the office of Representative in the Congress of the United  
29 States, shall be the delegates to the most recent State Convention from the county or  
30 counties comprising the congressional district. The State Chair shall call Congressional  
31 Conventions and appoint a temporary chair thereof.

32  
33 (c) The delegates to a district convention shall be selected at a special meeting of the  
34 County Committee in the counties contained within the district, each committee to select  
35 one (1) delegate for each 400 votes or major fraction thereof, cast within the portion of the  
36 county contained within the district for Democratic nominee for Governor in the last  
37 preceding General Election, provided, each delegate shall be a resident of the district. The  
38 State Chair shall call district conventions and appoint a Temporary Chair thereof.

39  
40 (d) Vacancies in the delegation of a county selected for attendance at the most recent State  
41 Convention shall be filled by the County Committee, and the names of those persons  
42 selected to fill such vacancies in the delegation shall be certified to the Secretary of the  
43 State Committee by the Secretary of the County Committee immediately.

44

1 (e) The Chair and Secretary of the convention shall immediately certify the nomination  
2 made by the convention, and the Secretary of the Committee calling such convention shall  
3 file the certificate of nominations with the proper officials.  
4

#### 5 Section 10.05. Special Primary Election Rules.

6

7 Whenever a special primary election shall be called, the committee calling it shall establish  
8 such special rules as necessary, e.g. filing period dates, ballot access fees, primary and run-  
9 off election dates, and related matters applicable to said primary election.  
10

#### 11 Section 10.06. Cancellation of Special Primary Election.

12

13 In the event special primary elections shall be called and only one candidate qualifies  
14 within the time specified, the Chair and Secretary of the Committee calling such elections  
15 shall, by proclamation, cancel the holding thereof, and the committees, acting as a  
16 convention, shall certify as the nominee of the Party the name of the unopposed candidate.  
17 The secretary of the proper committee shall be charged with the responsibility of filing the  
18 certificate of nomination with the proper authority.  
19

### 20 ARTICLE XI – PROCEDURE AND AMENDMENT

21

#### 22 Section 11.01. Parliamentary Procedure.

23

24 These Rules shall govern the proceedings of all Democratic meetings. Where these Rules  
25 do not speak or there is no provision or established custom, Robert’s Rules of Order  
26 Revised shall govern.  
27

#### 28 Section 11.02. Penalty for Violation of Rules by Committees.

29

30 Should any Party organization, by order, rule, regulation, or in any other manner attempt to  
31 alter or set aside the rules herein prescribed, any such action shall be null and void and  
32 shall not be entitled to recognition by any Democratic voter or by the Democratic Party of  
33 Arkansas. Furthermore, upon majority vote of the State Committee or its Executive  
34 Committee, the State Committee voting privileges of the members of a Party organization  
35 that refuses to comply with the Rules herein or the directives of the State Committee may  
36 be suspended.  
37

#### 38 Section 11.03. Amendment of These Rules.

39

40 (a) These Rules constitute the official Rules of the Democratic Party of Arkansas. These  
41 Rules may be amended by two-thirds (2/3) vote of the membership of the State Committee,  
42 provided that the Secretary of the State Committee shall include a summary of any  
43 proposed amendment in the notice of the meeting at which it is to be voted on, and no

1 amendment shall be voted on without such notice. Any proposed revisions to the Rules  
2 shall be presented to the Rules Committee for its consideration.  
3  
4 (b) Rules governing selection of delegates to Democratic National Convention may be  
5 enacted by a majority vote the membership of the State Committee.