

2024 Caucus Materials Checklist

Please ensure you have all the needed items to complete caucus. Your school leader will only have limited extras available on caucus night.

- 1. Script (qty. 1)
- 2. PPP Tamper Evident Bag (qty. 1)
- 3. PPP Bag Custody Log (qty. 1)
- 4. Precinct Tamper Evident Bag (qty. 1)
- 5. Precinct Custody Log (qty. 1)
- 6. State of Utah Voter Registration Form.....(multiple qty.)
- 7. Davis County Republican Party Platform (qty. 1)
- 8. 2024 Utah Neighborhood Caucus Rules..... (qty. 1)
- 9. Precinct Role Descriptions (qty. 1)
- 10. Presidential Preference Poll Ballots.....(multiple qty.)
- 11. 2024 Precinct Ballots(multiple qty.)
- 12. 2024 Caucus Results Report – Multiple Round (qty. 1)
- 13. 2024 Caucus Results Report – RCV/IRV.....(qty. 1 per elected position)
- 14. Elections Returns Checklist..... (qty. 1)
- 15. Certificate of Presidential Poll Results..... (qty. 1)
- 16. 2024 Davis County Caucus Contact Report..... (qty. 1)
- 17. State Delegate Pledge Form..... (qty. 1 per allotted state delegate)
- 18. Donation Envelope..... (qty. 1)
- 19. Credential Wristbands(multiple qty.)
- 20. Candidate Fliers..... (various amounts)
- 21. Sharpie Markers (qty. 2)

1. Introduction

- a. Welcome to your caucus meeting
- b. Overview of the meeting's purpose

“Welcome to your caucus meeting. At this meeting, we are going to be a Presidential Preference Poll as well as elections for state delegates, county delegates and precinct leadership.

If you are able to, would you please donate \$5 dollars or more to help pay for the expenses of tonight’s Caucus meeting. We will pass around a bag to collect any cash donations.”

2. Presidential Preference Poll

- a. Explanation of the poll process
- b. Information on absentee ballots
- c. Time of ballot counting (adjournment)

“The presidential preference poll will be conducted by a single ballot that we will collect at any time during the meeting. However, we will not count the ballots until the meeting adjourns, so that anyone who walks in late may still participate.

In addition, we have some absentee ballots that were submitted that we will review to make sure that they meet the requirements and will also be included in the tallying for the presidential preference poll. We plan on adjourning the meeting around 9:00, but if we conclude earlier than that, we can adjourn the meeting earlier than 9:00. We want to ensure that everyone who wants to participate in the Presidential Preference Poll can do so.

Before we adjourn, we will be asking for volunteers to assist in counting the Presidential Preference Poll ballots. Anyone is welcome to stay and observe this process. The results will be announced verbally in the room, after the ballot counting, and then reported to the county party and state party.”

3. Election of Delegates and Precinct Leadership

- a. Explanation of delegate roles
- b. Delegate term length and responsibilities
- c. Important dates for state and county conventions

“The other elections that we're going to have are for state delegates, county delegates, and precinct leadership. Delegates are the individuals who represent you at the state convention and the county convention, respectively. Important work happens at those conventions. We pick Republican nominees, we vote on changes to the constitution of the state and county party respectively, and we choose the leadership of the state and county party respectively.

The term of a delegate is two years, so you will serve in this position until March of 2026. You are expected to attend the respective state and county conventions that happen between now and then and to interact with your neighbors to learn about the issues that they care about so that you can adequately represent them in those venues.

State delegates need to know that the state convention is scheduled for April 27th, 2024. It will start at about 9 a. m. and it will be held at the Salt Palace Convention Center in Salt Lake City. So if you run for state delegate, make sure that that date is available on your calendar and that you can attend that meeting.

*Secondarily, to be a county delegate, you will want to make sure that you are available on **April 13, at 9am for the** county convention.*

Precinct Chairs and Precinct-Vice Chairs are members of the County Central Committee. This is the legislative body of the Davis County Republican Party. They meet for around 2 hours about once a quarter.

4. Caucus Proceedings

- a. Introduction of Agenda
- b. Candidate speeches
- c. Ballot distribution and collection
- d. Ballot counting
- e. Result announcement
- f. Next delegate election
- g. Presidential Preference Polls
- h. Final results and reporting
- i. Conclusion

"To kick things off, I'm just going to briefly walk you through the agenda:

- 1. Welcome/Introductions*
- 2. Prayer*

3. *Pledge*
4. *Reading of the State Party Platform*
5. *Review of Rules, Procedures, Duties of Precinct and Delegate Positions*
6. *Nominations and Elections for:*
 - a. *Precinct Chair*
 - b. *Precinct Vice Chair*
 - c. *Precinct Secretary and/or Treasurer*
 - d. *State Delegate*
 - e. *County Delegate*
 - f. *Presidential Preference Poll*
7. *Other Business as directed by State and/or County Parties*
8. *Select Election Judges*
9. *Adjournment of the Meeting*

According to our rules, each candidate is permitted to speak for three minutes. Please note, that there is a time limit for each speech, and only candidates running for state or county delegate positions are allowed this platform. There will not be any speeches for the Presidential Preference Poll.

Following the speeches, ballots will be distributed, collected, and then counted in front of everyone present. At this point, we would appreciate two volunteers to assist in the counting process.

Once the counting is concluded, the results will be announced. (If your county party allows for alternate delegates, selections for these positions will also be made.) We will then proceed with the next delegate election and other precinct roles in the same manner.

5. Reporting Results

Once we have counted the Presidential Preference Poll results, we will then take the results sheets for all of the elections to the [DESIGNATED PERSON - DEPENDING ON YOUR COUNTY]. They will be responsible for entering the information into the Utah GOP system, where all results are collected.

Once all precincts within all counties have reported, the state will announce the results to anyone who pre-registered for the caucus and provided their email address. Additionally, the results will be published on the state party's website homepage.

For those who provided an email address, they will receive an email with the results before it's made public.

Thank you so much for attending and participating in this process. Your

involvement supports democracy and ensures a wide participation of voters. Together, we're working to select the best Republican nominees. In the case of the presidential nominee, we're striving to select a strong candidate who can take on Joe Biden in November.

Thank you for your time and commitment to this process. We will review this and make any necessary adjustments as we move forward.”



State of Utah Voter Registration Form

Reason(s) for completing form: New Registration Party Affiliation Change Address Change Name Change

Eligibility 1

Yes No Are you a citizen of the United States?
If you answered "No", do not complete this form.

Yes No Will you be at least 18 years of age on or before election day?

Yes No If you checked "no" to the above question, are you 16 or 17 years of age and preregistering to vote?
If you answered "No" to both of the prior two questions, do not complete this form.

Name 2

Last Name First Name Middle Name Suffix

Name at Birth (if different from above)

The address where you live 3

Residential Address (no P.O. Boxes) Unit or Apt. Number City or Town

State Zip Code County in Utah

The address where you get your mail 4

Same as above

Mailing Address or P.O. Box Unit or Apt. Number

City or Town State Zip Code

Identification 5

Write your birth date below:
MM DD YYYY

I have a valid Utah Driver's License or valid Utah ID card.
Write that number here: _____

I do not have a valid Utah Driver's License or valid Utah ID card.
Write the last four digits of your Social Security Number here: _____

I do not have a valid UT Driver's License, valid UT ID card, or a Social Security Number.

Place of Birth (state or country) Place of naturalization (if applicable) Date of naturalization (if applicable)

Political party affiliation 6

I would like to be a member of the following political party: Constitution Party Democratic Party Green Party
 Independent American Party Libertarian Party No Labels Party Republican Party United Utah Party
 Utah Forward Party Other: _____ (specify) Unaffiliated (no party preference)

Optional information 7

() I am a voter with a disability I would like to be a poll worker

Phone number with area code

Important election information is often sent by email:
(This **does not mean** your ballot will be emailed to you) Email Address (confidential)

Active military and voters living outside of the U.S. 8

I am a voter residing out of the U.S. I am an active military voter or a dependent of one

If you checked either of the boxes above, you may designate a fax number or email address where your ballot will be sent:

Updating a current record? 9

I have previously registered to vote

Previous Residential Address Unit or Apt. Number

I have never registered to vote (skip this section)

City or Town State Zip Code Previous legal name (if applicable)

Privacy information 10

Voter registration records contain some information that is available to the public, such as your name and address, some information that is available only to government entities, and some information that is available only to certain third parties in accordance with the requirements of law. Your driver license number, identification card number, social security number, email address, and full date of birth are available only to government entities. Your year of birth is available to political parties, candidates for public office, certain third parties, and their contractors, employees, and volunteers, in accordance with the requirements of law. You may request that your identifying information on your voter registration records be withheld from all persons other than government entities, political parties, candidates for public office, and their contractors, employees, and volunteers, by indicating here:

YES, I request that all information on my voter registration records be withheld from all persons other than government entities, political parties, candidates for public office, and their contractors, employees, and volunteers.
For information about requesting additional privacy protection, and to learn about specific circumstances when a person's voter registration can be withheld from the groups listed above, please see the reverse side of this form.

Voter Declaration 11

Read and Sign below

Voter Declaration: I do swear (or affirm), subject to penalty of law for false statements, that the information contained in this form is true and that I am a citizen of the United States and a resident of the State of Utah, residing at the above address. Unless I have indicated above that I am preregistering to vote in a later election, I will be at least 18 years of age and will have resided in Utah for 30 days immediately before the election. I am not a convicted felon currently incarcerated for commission of a felony.

Citizenship Affidavit: I hereby swear and affirm, under penalties for voting fraud set forth below in Utah Code Section 20A-2-401, that I am a citizen and that to the best of my knowledge and belief the information above is true and correct.

Signature

Today's Date

Information about this registration

You may also register to vote or update your registration online at www.voter.utah.gov

How do I turn in this form?

You can submit this form by mailing, delivering, or scanning and emailing it to your county clerk's office. You can obtain your county clerk's contact information at www.vote.utah.gov or by calling the Office of the Utah Lieutenant Governor.

You may also mail your registration to:

Office of the Utah Lieutenant Governor
Elections Division
P.O. Box 142325
Salt Lake City, UT 84114

Am I eligible to register to vote?

You are eligible to register to vote if you:

- Are a citizen of the United States
- Have resided in Utah for at least 30 days immediately before the next election
- Are at least 18 years of age on or before the next election*
- If you are 16 or 17 years of age, you may preregister to vote.

**A voter who is 17 years of age is eligible to participate in a Primary Election if they will turn 18 years of age on or before the date of the next General Election.*

When is the voter registration deadline?

This registration form must be received by your county clerk's office at least 11 days before the election. If this form is not received by this deadline, you may register to vote at a voting center by voting with a provisional ballot and providing two forms of identification. You can find a list of acceptable forms of identification at www.vote.utah.gov.

How will I know if my registration was processed?

Your county clerk's office will send you an official voter information card by mail within 30 days of processing your voter registration form. You can also check the status of your voter registration by visiting www.vote.utah.gov.

Will I need identification to vote?

Yes, you will need to provide identification if you vote in person. If you are registering to vote for the first time and are voting by mail, you will need to provide identification to your county clerk's office. A list of acceptable forms of identification can be found at www.vote.utah.gov.

Will I get a ballot in the mail?

If this form is received by your county clerk's office at least 11 days before an election, your county clerk's office will mail you a ballot. If you are unable to submit your registration at least 11 days before an election, you must vote at an in-person voting center.

You can find a nearby voting center on www.vote.utah.gov.

Can I register to vote if I have been arrested or convicted of a crime?

You can register to vote if you:

- Are granted parole;
- Are on probation for a misdemeanor or a felony;
- Are a pretrial detainee awaiting trial;
- Are currently in jail serving a sentence for a misdemeanor that is not related to election law; or
- Are no longer serving a term of imprisonment due to a felony or misdemeanor conviction.

Is voter registration information confidential?

The list of registered voters is considered public record and available to the general public in Utah. However, Utah law grants protections to voters who wish to not have their information publicly available. "Section 10" of the Voter Registration Form allows for a voter to protect their information from certain parties, while the section below (titled "How do I request additional privacy protection?") discusses additional privacy protections that are available to certain individuals. A few items remain confidential and are never provided to any requester: your social security number, your UT Driver's License number/UT ID number, email address, full date of birth, and your signature.

How do I request additional privacy protection?

In addition to the protections outlined in "Section 10" of the Voter Registration Form, you may request that identifying information on your voter registration records be withheld from all political parties, candidates for public office, and their contractors, employees, and volunteers, by submitting a withholding request form, and any required verification, with this registration form, or to the Office of the Utah Lieutenant Governor or a county clerk.

Who can submit a withholding request form?

- A person who is a victim, or is likely to be a victim, of domestic violence or dating violence
- Law enforcement officers
- Individuals protected by protective or protection orders
- Members of the armed forces
- Public figures who have a higher safety risk due to their celebrity status or prominent position (does not include elected officials)
- A person who resides with a person described in the bullet points above.

You can obtain a withholding request form from your county clerk's office or the Office of the Utah Lieutenant Governor, or you may download the form online at www.vote.utah.gov.

How do I vote if I'm a Utah resident but live outside of the state at the time of an election?

If you are a Utah resident who is actively serving military duty or currently resides outside of the U.S., complete "Section 8" of the Voter Registration Form to be eligible to receive a ballot by fax or email. If you are a Utah resident and would prefer to not receive your ballot at your primary residence, you can obtain an "Alternate Address Request Form" online at www.vote.utah.gov and submit it to your county clerk's office. This will enable you to receive your by-mail ballot at a separate address from your primary residence.

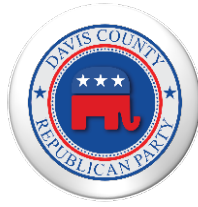
Who should I contact if I have more questions?

Contact your county clerk's office. You can obtain their contact information at www.vote.utah.gov.

You may also contact the Office of the Utah Lieutenant Governor:

Phone: (801) 538-1041
Email: elections@utah.gov
Website: www.vote.utah.gov





THE PLATFORM OF THE DAVIS COUNTY REPUBLICAN PARTY

As Amended April 15, 2023

PREAMBLE

We, the Republican Party of Davis County, affirm our beliefs in a Divine Providence and recognize the need for moral and spiritual foundations. We affirm our support for the freedoms expressed in the Declaration of Independence and protected in the Constitution of the United States of America, and recognize the efforts of others to seek the freedoms we enjoy. The Republican Party is a party for the people and by the people. It represents the values of productive citizens and its goal is to bring the best quality of life to all.

THE PROPER ROLE OF GOVERNMENT

Government exists by the consent of the governed and must be restrained from intruding into the freedom of its citizens. The function of government is not to grant rights, but to protect the unalienable, God-given rights of life, liberty, property, and the pursuit of happiness. Law that governs the people should be made by their elected representatives and not by courts or government agencies. We urge all citizens to understand government actions more fully and to seek ways to improve government's performance.

We support the right of citizens to petition government and to use the initiative and referendum processes to control taxes and budgets at all levels of government as provided in the Utah Constitution. We oppose the use of public funds, or personnel, acting in the capacity of their office, using facilities, supplies, or school children, organized by virtue of being school children, to promote or oppose petitions or referenda.

Private Property

We recognize the rights of the individual to own property. We resist any effort by government to take private property without both an overwhelming need for public use and just compensation.

Reaffirmation of States' Rights

We oppose congressional, judicial, and administrative abrogation of the principle that powers not delegated to the central government of the United States of America by said Constitution, nor prohibited by said Constitution to the states, are reserved to the states respectively or to the people.

We demand that Federal law and administration be amended to require that administrative law fully comply with unalienable individual rights guaranteed under the Constitution. We are persuaded that government actions under administrative law have not ensured the basic constitutional rights of the citizens. Legislative action is essential to require government agencies to formulate rules and regulations that are consistent with unalienable individual constitutional rights.

To assist in balancing the federal budget, we demand an independent, outside policy, operational and financial audit of the Federal Reserve System, or by the General Accounting Office, similar to H.R. 1468, a bill in the 102nd Congress. We proclaim the constitutional right of any state to require such an audit. (1) We encourage Utah's Attorney General to initiate an audit by proceeding directly before the United States Supreme Court under a state's right of original jurisdiction. (2) Article I, Section 9, paragraph 7, of the Constitution of the United States. Article III, Section 2, paragraph 2, of the Constitution of the United States.

Ethics and Standards

Public officials must be honest, have personal integrity and high moral standards and be accountable to the electorate. We will work to prevent undue influence by the power and money of special interest groups. Members of legislative bodies must be accountable to the same laws and code of ethics imposed on others. Legislators should not grant themselves special privileges. While we expect all Republican Candidates to support the principles in this Platform, we recognize honest disagreement may exist in some areas. We call on all candidates to state their position on important issues clearly so voters can compare them with their party's platform.

National Security and Public Protection

We support military force of sufficient strength and readiness to deter any threat to our national sovereignty or to the safety of our citizens. We also support the efforts of law enforcement agencies to protect citizens in their homes and in their communities. We urge reform of the legal system to accomplish a swift and balanced administration of justice. We support capital punishment when appropriate. We urge political leaders to honor the Constitution by prohibiting the placement of United States government troops under any foreign command.

Firearms

We support the individual unalienable constitutional right of the people to keep and bear arms for security and defense of self, family, other, or the state, as well as for other lawful purposes. We encourage personal responsibility for the care and use of firearms.

Freedom of Religion

Government must protect freedom of religion, not freedom from religion, with the same tenacity as our other freedoms. We affirm the right and benefit of allowing prayer in public meetings.

Family Values

We recognize that the strength and stability of the traditional family, based on marriage between a man and a woman, is the core of our society. All legislation should have a positive effect on the stability and tradition of the family unit. We affirm that parents have unalienable rights and primary responsibility in nurturing and rearing their children and affirm parental rights.

Right to Life

We believe in the unalienable right to life for both the born and unborn. We strongly oppose abortion, except to preserve the life of the mother or in cases of rape and incest. We oppose tax-financed abortions and support legislation encouraging adoption.

Human Services

We believe the primary responsibility for meeting basic human needs rests with the individual, the family, and the voluntary charitable organizations. We oppose national or state health care sponsored or controlled by the government. Access and the choice of quality, affordable health care is ideal. We believe, however, that there may be special social needs that can be addressed through state human service programs. We support human service programs that encourage recipients who are capable of working to obtain training and employment.

We support the principle of informed consent and personal choice for medical interventions. We reject the use of immunity or vaccine passports, or similar digital ID systems, as a condition for full participation in society, including but not limited to travel, the right to assemble, employment, education, or to purchase goods and services.

Culture

We support diversity and the value of ethnic cultures to enhance the quality of life in Utah. We encourage all individuals to work together in the Republican Party to maintain the quality of life in Utah. We support English as the official language. We would encourage all to have a common language of expression.

Equal Rights

We strongly affirm that no individual or group is entitled to rights that exceed or supersede the unalienable rights of the individual guaranteed by the Constitution of the United States of America and as addressed in the Declaration of Independence. Equal rights are essential for all people.

EDUCATION

We believe that all children should benefit from quality education. Parents have the primary right and responsibility to educate their children and have the right to choose among public, private, and home education and the use of funding incentives to promote excellence in education. Parents have the primary responsibility for sex education. In their sex education programs, schools should teach abstinence as the only certain and acceptable method for avoiding teen pregnancy and sexually transmitted diseases. We strongly oppose the dispensing of any contraceptives in our schools, and the teaching of homosexuality as an acceptable alternative lifestyle, either by teachers, counselors, or any public servants.

THE ECONOMY

Taxation

We recognize the necessity for taxation in order for government to perform and administer those services that meet the public needs. However, we recognize the power to tax is also the power to control, and that the best way to control government is to strictly control the amount and form of taxes imposed on the people. We encourage further simplification of tax systems and broad based tax reduction where possible. We also recognize inflation, licensing, and user fees as forms of taxation. Taxes: (1) should be inexpensive to administer and collect; (2) should not create excessive burdens on taxpayers; (3) should not create competitive disadvantages; and, (4) should not excessively distort markets.

Regulation

We recognize that government regulation can be a major impediment to productivity and competitiveness. We must rely more on market forces and less on government. Regulatory power exercised by the federal government must be returned to state and local governments.

Economic Development

We believe in a strong diversified economy based on a positive work ethic and a business friendly environment. We support the Utah Right to Work law. We also support the idea of fair and free trade and deplore any trade agreement that compromises national sovereignty.

Fiscal Responsibility

We believe in paying our own way and as such decry deficit spending. We applaud the balanced budget approach required by Utah's Constitution and believe it encourages small government and good government. Financial transactions should be transparent, ethical and allow for appropriate accountability both to citizens and the governing body authorizing the transaction.

THE ENVIRONMENT

The quality of our environment, the air, the water, and the land is the heart of our existence and must be protected through balanced management. We support reasonable laws and volunteer efforts to improve air and water quality. We support reasonable resolutions to the wilderness question that protects the environment and is in the best interest of the citizens of Utah.

Adopted April 13, 1996.

As amended April 13, 2019.

Document History

Adopted April 13, 1996 – Randall T. Roberts, Platform Chair, Cathy Barlow, Platform Vice Chair, Anne E. Christensen, Party Chair

Adopted April 24, 2004 – Todd Weiler, Chair.

Amended April 12, 2008 – Ben Horsley, Chair.

Amended April 13, 2019 – Teena Porter Horlacher, Chair.

Amended April 15, 2023 – Daniela Harding, Chair.

2024 Utah State Republican Party Neighborhood Caucus Election Rules

The county parties shall organize Neighborhood Caucus Elections according to the following rules, set forth in Bylaws Section 10.0 A and B, as well as those rules approved by the State Central Committee as provided in Section 10.0 C. These rules have been designed to promote a welcoming, open, and efficient neighborhood caucus election experience.

The State Party Constitution states: (Article XII Section 1.A)

Each individual caucus shall be open to any Utah citizen who resides in the precinct, who will be at least 18 by the time of that year's general election. The State Party, through its Bylaws, may restrict participation and voting in the precinct caucuses based on party affiliation.

The State Party Bylaws state (Section 10.0):

A. Qualifications and Disqualifications of State and County Delegates. Each individual caucus shall be open to the public. Each participant shall be:

1. A Utah citizen who resides in the precinct and
2. 18 by that year's general election.
3. A registered Republican party member as referenced in Article I of the Party Constitution or who registers as Republican at the individual caucus meeting. Each participant shall not be a simultaneous officer, delegate, candidate or registered affiliated voter of any other rival political party. (Voter registration materials shall be available at the meeting for those who wish to affiliate that night as Republicans.) For purposes of this Bylaw, "rival political party" means any organization of registered voters currently qualified to fully participate in Utah elections as provided by Utah Code, which is not the Republican Party.

B. Each caucus meeting shall use the following agenda:

- Welcome
- Prayer
- Pledge
- Reading of the State or County Platform
- Review of Rules, Procedures, Duties of Precinct and Delegate Positions
- Nominations and Elections
- Other Business as directed by State and/or County Parties¹
- Select Election Judges²
- Adjournment of Meeting

C. The State Central Committee shall approve any additional Caucus Rules to be used in addition to those outlined in Bylaws Section 10.0 A and B prior to each caucus meeting.

Precinct Hosts

¹ "Other business" includes solicitation and collection of donations and should be emphasized at the beginning and throughout the meeting at appropriate times.

² "Election Judges" are not utilized in the same manner in Utah as previously; however, county parties should encourage members to volunteer with the local county to work as election & poll workers or to represent the party as election observers and poll watchers during the election times.

Each county party shall designate individuals to conduct its neighborhood caucus elections per its governing documents. The newly elected Precinct Chair will take office at the conclusion of the meeting. The Precinct Host will be responsible for processing the results of the meeting in accordance with instructions from the State Party.

Election Attendance

Anyone may attend and observe the neighborhood caucus election as long as they do not commit a breach of decorum and provided there is available space for all credentialed participants as well. In the event one or more such instances occur, the individual may be asked to leave by the Precinct Host.

Other Activities

Caucus meetings are the official private proceedings of the Utah Republican Party and all activities, including free speech demonstrations, protests, and petition gathering, are subject to approval of the party inside the facilities reserved by the party for caucus proceedings. No petitioning or signature gathering will be permitted inside of caucus proceedings or the facilities reserved for caucus business.

Ability to Participate

Those residents living within the precinct boundaries, who will be at least 18 by the time of the general election, who are registered with the Republican Party, including any residents affiliating that night, and who are properly credentialed are considered “qualified participants” and may speak, vote, and run for precinct offices and/or delegate positions.

Affiliating on Election Night

Those residents living within the precinct boundaries who will be at least 18 by the time of the general election and not a registered Republican may complete the voter registration form and affiliate as a Republican on the night of the neighborhood caucus election. The Precinct Host will collect the registration form and forward it to the County Party with the precinct packet at the conclusion of the meeting. In 2024, per recent changes in state law setting deadlines for changes in voter affiliation, it is not possible for a voter who is already affiliated with another party to change their affiliation after a deadline in January until after the primary in June. Thus, the only non-Republican voters who can participate in the caucus are either new residents in Utah who are registering for the first time or updating their registration after a lapse in activity, or voters who are “unaffiliated” and not affiliated with another party.

Rules of Order

The State Party, through its governing documents, sets the rules for neighborhood caucus elections. The rules are designed to create a standardized procedure throughout the State and to ensure a fair and level playing field for all attendees. These rules cannot be suspended in whole or in part. *Robert’s Rules of Order* will apply in limited situations (see appendix A). *Robert’s Rules of Order* will not apply if they conflict with these Neighborhood Caucus Election Rules. In addition to these rules, the State Party will provide a packet for each precinct that includes all required materials and additional administrative instructions deemed necessary to facilitate a successful neighborhood caucus election.

Caucus Meeting Order of Business

The State Party sets the agenda. The individual precincts do not adopt or amend the agenda. If

multiple precincts meet in the same location they may complete all required business in one body prior to the Nominations and Elections section of the agenda. Only the business set forth in the agenda may be conducted at this meeting. Each meeting will follow the following format:

1. Welcome/Introductions
2. Prayer
3. Pledge
4. Reading of the State or County Platform
5. Review of Rules, Procedures, Duties of Precinct and Delegate Positions
6. Presidential Preference Poll Ballots Collected³
7. Nominations and Elections (County Parties may change the order) for:
 - a. Precinct Chair
 - b. Precinct Vice Chair
 - c. Precinct Secretary and/or Treasurer
 - d. State Delegate
 - e. County Delegate
8. Other Business as directed by State and/or County Parties including the solicitation of donations
9. Adjournment of the Meeting

Registration

The State Party shall provide the county parties with either an electronic check-in system or the ability to check-in a participant on a pre-populated form that already includes the relevant voter information. The State Party may also provide the ability for participants to preregister for the meeting and this is strongly encouraged. This will ensure a prompt and efficient check-in process.

While the State Party strongly recommends the electronic check-in method, a county party and/or individual participant can choose whether to participate. Blank forms will also be available for those participants who opt-out of the electronic check-in and are not included on the pre-populated form, for whatever reason. County parties will collect and return the forms to the State Party.

Rules for Debate/Speaking

Every participant has an opportunity to speak to an issue once before anyone can speak twice. If time limits on debate/speaking become necessary they can be imposed by a majority vote of the participants.

Nominations

Nominations for state delegate, county delegate and precinct leadership may be made in advance or be taken from the floor. Seconds are not necessary. Only participants may nominate. Only those qualified to participate may be nominated. A participant may self-nominate. A nominee need not be in attendance. The Precinct Host may close nominations for an office only when no further nominations are offered.

³ Collection of ballots should remain open until the end of meeting for stragglers; but, counting can begin to ensure the results can be finalized quickly upon end of meeting

Republican Presidential Candidates are deemed nominated if they have properly filed with the Utah Republican Party.

Delegate and Precinct Leadership Elections

Candidate speeches for state delegate, county delegate and precinct leadership shall be limited to a total of three minutes per office or delegate seat, evenly divided among the candidates, or thirty seconds each, whichever is less, unless modified by a majority vote. Disclosures of candidates with regard to platform planks, employment, personal views, and support for individual candidates are in order.

Voting will be by secret ballot in contested races. In the event that three or more candidates are nominated for the same precinct office or the same delegate position, the caucus may use multiple ballots or preference voting to choose precinct officers or delegates.

Election results can be declared by acclamation if only one nominee is submitted for any given office. One ballot shall be made available to each participant for contested races. The Precinct Host shall announce the vote counts.

All delegate and precinct leadership elections shall be determined by majority vote. Ties shall be determined by a coin toss. Precinct Hosts shall designate two or more non-candidate ballot counters and inform each candidate they may provide a poll watcher. Violations of these procedural rules shall not be a basis for challenging delegate credentials. This does not prohibit county parties from disciplining party officers for such violations.

The State Party recommends each County have a voting method that is fast, fair, and representative of the precinct.

Alternate delegates may be elected if allowed by the respective county party's governing documents.

Presidential Preference Poll Counting and Results

The county may collect Presidential Preference Poll ballots at any time during the meeting, but shall keep balloting open through the adjournment of the meeting. Ballots shall not be accepted after the meeting has adjourned. The meeting shall not be adjourned if there are individuals waiting to cast their ballot. The Precinct Host may designate one or more poll watchers to observe the counting of the ballots; qualified participants may volunteer to count ballots. Counting of Presidential Preference Poll ballots may begin during the Election of delegates and precinct leadership in order to facilitate the timely reporting of results. The results of the Presidential Preference Poll for that precinct or in general shall not be reported until the meeting has adjourned, and then only the results for that precinct may be shared with the qualified participants for that precinct.

In-Person Voting

An in person voter is defined as someone who has successfully credentialed to participate on-site.

A ballot will be available on the state party website containing the name of each qualified presidential candidate. The County Party is responsible for providing the official presidential

ballots to qualified participants who attend the caucus in person, but may accept official ballots that were printed by the participant. Write-in candidates are not allowed. Only one candidate may be chosen on the ballot. A ballot that indicates a vote for more than one candidate will be spoiled. Participants are only allowed one vote. Voters must bring a valid Government issued picture identification.

A voided blank copy of the ballot will be posted conspicuously inside the precinct location throughout the registration and meeting.

A ballot template will be available on the State Party's website for delegate and precinct leadership elections. The County Party may choose to use this ballot or another ballot to conduct these elections.

UOCAVA/Overseas Voters including out-of-state Military & Religious Service

A registered Republican who is currently out of state on service assignments or overseas but who is [eligible to vote under the federal UOCAVA provisions](#) may participate in caucus under similar circumstances. For example, those serving outside the state of Utah on active military duty, or those who are engaged in religious service outside the state of Utah, and who are unable to attend their caucus meeting, may request an absentee ballot during the pre-registration process. In order to ensure that your ballot can be counted by the close of the caucus, the request must be made at least 72 hours before the caucus begins. Additionally, the Republican must specify what specifically is prohibiting them from attending in person. The pre-registration process will verify that the person is a registered Republican and otherwise eligible to participate in the election. Once that person is verified, the person may cast their "ballot" via email. The state party coordinator will forward any local precinct votes to the precinct chair and vice chair prior to the caucus and count the presidential caucus vote centrally. The precinct host will include the ballot for local positions in all rounds of voting. The deputy host [vice chair] along with the precinct host will verify that the ballot is implemented properly.

Absentee Balloting

A registered Republican who has an unavoidable conflict that prevents them from attending caucus in person but is otherwise qualified to participate may ask a registered Republican who lives in the same precinct and is otherwise qualified as a participant to bring an absentee ballot to caucus on their behalf. A caucus participant may bring a maximum of 3 additional ballots of neighbors residing in the same precinct and may bring any absentee ballots from household members residing at the same address. A precinct chair or caucus host may receive any number of absentee ballots from voters in the precinct. Same-day voter registrations for un-registered voters must occur in-person at the caucus. The absentee ballot will be available on the State Party's website for downloading and printing and will contain the names of qualified Republican Presidential Candidates and blank spaces for delegate and leadership positions. It is incumbent on the absent participant to know and vet delegate and leadership candidates who will run and write the preferred candidate's name in the relevant place on the ballot. In order to be considered valid for counting, an absentee ballot must meet the following conditions:

- 1) Sealed in an envelope with a signature of the voter across the seal
- 2) Be accompanied by a photocopy of the absent participant's government issued-ID & their credential or email receipt from the pre-registration process. It is recommended that the ID & credential be attached to the outside of the envelope if the voter desires a more "secret ballot."

The name on the ID must match their voter registration file. If the address on their ID does not match their voter registration file, the absent participant must provide the correct address that matches their voter registration file. The Precinct Host must be able to verify their voter registration status and affiliation to the Republican Party either via their credential from pre-registration or on the Lieutenant Governor's website. Such valid ballots shall be included in all applicable rounds of voting.

An absentee voter is defined as a voter who seals their ballot in an envelope with a photocopy of their government issued ID, whether they bring their ballot themselves or it is brought on their behalf by someone else.

Video Conference Caucuses

In a few very limited cases, the state party in cooperation with specifically approved county parties may conduct some pre-approved precinct caucuses via video conferencing. In such cases, these precinct caucuses may adapt the rules and processes to their needs to ensure substantive alignment and compliance with the core purposes of these rules. Such cases must be pre-approved by the county and state party in advance.

Candidate Meet and Greet

The State Party recommends that county parties provide for and advertise a one-hour meet-and-greet with precinct candidates between 6:00 pm and 7:00 pm, directly before the neighborhood caucus election.

Ballot Counting

The Precinct Host or their designee shall open all absentee ballots at the beginning of the precinct meeting or when the ballot is received, whichever is later, and sort them appropriately into their respective elections to ensure they are counted. The Precinct Host or their designee shall count the ballots in the same room as the caucus was held and in the presence of any attendee who wishes to watch. If ballots are turned in by some voters at the beginning of the meeting, the precinct host shall ensure secure supervision of uncounted ballots by at least two assistants. All presidential preference ballots, including those submitted by absentee, shall be counted together in the precinct. The final counting of ballots for the presidential preference poll will occur at the adjournment of the caucus meeting, but no sooner than 8pm, in order to provide the opportunity for anyone who arrives during the caucus meeting to vote. The results will be reported on a form provided by the state party.

Reporting Results

The Precinct Host is responsible for reporting the results of the relevant county delegate, state delegate, precinct leadership and presidential preference vote elections to a designated county party representative (such as a Legislative Chair). Having tallied the results of each race on the form provided by the state party, the Precinct Host shall place all ballots related to each election (state delegate, county delegate, each precinct leadership position, and the presidential preference poll) in a separate sealed folder, envelope or box and turn over this folder, envelope or box to the designated county representative at the time of sharing the results of each race. This designated county party representative will be responsible for uploading the results to a system provided by the State Party and for taking a photo of all ballot reporting forms. It is recommended that each County Party have a designated county party representative in each

caucus location in order to facilitate the in-person collection of ballots and results. The County Party chair or his designee will have the opportunity to review the results electronically before they are considered official and shared with the public.

Presidential Preference Poll results will be shared by the State Party only. Only preregistered voters will receive election results by email, if a valid email address was provided.

The County Party shall securely store the ballots for the Presidential Preference Poll for sixty (60) days after caucus night.

Materials

The State Party will provide the content for caucus packets to the County Parties. The State Party may charge for sponsorship of caucus packets or inclusion of candidate materials to be distributed at caucus meetings.

Appendix A:

Robert's Rules of Order will apply in limited situations as follows:

1. Only the business contained in the call to the meeting can be taken up.
2. The provisions of the call, specifying the meeting's purpose and those invited to attend it, have a force equivalent to bylaws of an organized society; that is, they define the subject matter within which motions are in order, and determine who has the right to participate as members.
3. The State Party has the sole right to set the agenda and the business to be conducted.
4. The State Party shall select the criteria for the meetings and create the rules. 5. The State Party documents define who can be a participant.
6. Other rules are seldom necessary unless it is desirable to modify the general rules as to allowable length and number of speeches.
7. Any person at a mass meeting who, after being advised, persists in an obvious attempt to divert the meeting to a different purpose from that for which it was called, or who otherwise tries to disrupt the proceedings, becomes subject to the disciplinary procedure.
8. The participants have the right to conduct the business.
9. The purpose of the meeting shall be read to all participants.
10. Only motions that pertain to the purpose of the meeting are in order. 11. There is no appeal from the ruling of the chair's decision in assigning the floor.
12. Debate follows the general rules of parliamentary law.
13. No one can speak on an issue more than once until all others have had an opportunity to speak.
14. A motion to Adjourn is out of order while business is pending.
15. When the business for which the meeting was called has apparently been completed and no question is pending, a motion to adjourn is in order.

Precinct Role Descriptions

Precinct Chair (2 year term)

Role:

This role is the operational lead for the precinct and will interact with other members of the county party including the County Party Secretary and the Legislative District Chair. The Precinct Chair will assist the county party in mobilizing the members of their precinct to assist with county party initiatives. The Chair is also a member of the County Central Committee which acts as the legislative branch of the county party.

Responsibilities:

- Work with Legislative District Chair to plan and run neighborhood caucus night. - Once per term.
- Attend and vote at all County Central Committee meetings. This includes reviewing and voting on amendments to the county party constitution, bylaws, and platform. - Meetings held quarterly.
- Recruit new members to the party within your precinct. - Ongoing.
- Communicate with precinct members, delegates, legislative district leaders and county party secretary. - Ongoing.
- Promote and support party candidates in the general election. - Once per term.
- Help the county party secretary and legislative district chair maintain a roster of members of the precinct as well as delegates. - Ongoing.

Precinct Vice Chair (2 year term)

Role:

This role assists the Precinct Chair in the operations of the precinct. The Precinct Vice Chair will assist the county party in mobilizing the members of their precinct to assist with county party initiatives. The Vice Chair is also a member of the County Central Committee which acts as the legislative branch of the county party.

Responsibilities:

- Assist the Precinct Chair in their duties where applicable. - Ongoing
- Assist Precinct Chair to plan and run neighborhood caucus night. - Once per term.
- Attend and vote at all County Central Committee meetings. This includes reviewing and voting on amendments to the county party constitution, bylaws, and platform. - Meetings held quarterly.
- Assume the responsibilities of the Precinct Chair during absence or vacancy in office.
- Assume the responsibilities of the Precinct Treasurer if one is not elected at Caucus.

Precinct Secretary (2 year term)

Role:

This role assists the Precinct Chair and Vice Chair in the operations of the precinct. The Precinct Secretary will assist in maintaining an accurate roster of the members in the precinct and their contact information.

Responsibilities:

- Assist the Precinct Chair and Vice Chair in their duties where applicable. - Ongoing
- Assist Precinct Chair to plan and run neighborhood caucus night. - Once per term.
- Assist Chair in maintaining a roster of members of the precinct as well as delegates with the help of the legislative district chair and county party secretary. - Ongoing.
- Assume the responsibilities of the Precinct Vice Chair during absence or vacancy in office.
- Assume the responsibilities of the Precinct Treasurer if one is not elected at Caucus.

Precinct Treasurer (2 year term)

Role:

This role assists the Precinct Chair and Vice Chair in the operations of the precinct. The Precinct Treasurer manages any donations collected at a precinct level and is charged with delivering the funds to the County Party Treasurer.

Responsibilities:

- Assist Precinct Chair to plan and run neighborhood caucus night. - Once per term.
- Manage donations collected during Caucus and turn them into the County Party Treasurer. - Once per term.
- Assist the Precinct Chair and Vice Chair in their duties where applicable. - Ongoing
- Assume the responsibilities of the Precinct Secretary during absence or vacancy in office.

County Delegate (2 year term)

Role:

This role is the primary link between precinct members and the candidates for County and State public office. It is important that County Delegates take precinct member's concerns into account when choosing the best candidate for their precinct at County Conventions. The delegate is the precinct's only representation at convention.

Responsibilities:

- Review and vet candidates for the public offices listed below. Candidates should promote the County Party's platform principles as well as address any concerns the members of your precinct have.

- Annual time commitment required. This will include attending multiple meet the candidate events and meeting with the members of your precinct to get a list of concerns to bring up to the candidates.
- This role vets and votes on:
 - County Elected Officers (Commissioners, Attorney, Clerk, Auditor, Sheriff, Assessor, Surveyor, Treasurer, Recorder)
 - State Senators
 - State Representatives
 - County Party Chair
 - County Party Vice Chair
 - County Party Secretary
 - County Party Treasurer
 - State Central Committee Members
- Attend and vote at all county party conventions. This includes reviewing and voting on amendments to the county party constitution, bylaws, and platform. - Annual time commitment required.

State Delegate (2 year term)

Role:

This role is the primary link between precinct members and the candidates for Federal public office. It is important that County Delegates take precinct member's concerns into account when choosing the best candidate for their precinct at State Conventions. The delegate is the precinct's only representation at convention.

Responsibilities:

- Review and vet candidates for the public offices listed below. Candidates should promote the State Party's platform principles as well as address any concerns the members of your precinct have.
 - Annual time commitment required. This will include attending multiple meet the candidate events and meeting with the members of your precinct to get a list of concerns to bring up to the candidates.
 - This role vets and votes on:
 - President of the United States
 - US Senate
 - US House of Representatives
 - State Governor & Lt. Governor, Attorney General, Auditor, Treasurer
 - State Party Chair
 - State Party Vice Chair
 - State Party Secretary
 - State Party Treasurer

- National Committeeman & National Committeewoman
 - Utah Delegates to the National Republican Convention
 - Utah Electors for the Electoral College
- Attend and vote at all state party conventions. This includes reviewing and voting on amendments to the state party constitution, bylaws, and platform.
 - Annual time commitment required.

Presidential Preference Poll

- Binkley, Ryan
- Haley, Nikki
- Trump, Donald

Scan me!



Candidates who properly qualified for the Utah Republican Party ballot but subsequently withdrew themselves from the race are not included.

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- Binkley, Ryan
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Candidates who properly qualified for the Utah Republican Party ballot but subsequently withdrew themselves from the race are not included.

2024 Precinct Ballot		2024 Precinct Ballot		2024 Precinct Ballot		2024 Precinct Ballot	
Choice	Name	Choice	Name	Choice	Name	Choice	Name
1		1		1		1	
2		2		2		2	
3		3		3		3	
4		4		4		4	
5		5		5		5	
6		6		6		6	
7		7		7		7	
8		8		8		8	
2024 Precinct Ballot		2024 Precinct Ballot		2024 Precinct Ballot		2024 Precinct Ballot	
Choice	Name	Choice	Name	Choice	Name	Choice	Name
1		1		1		1	
2		2		2		2	
3		3		3		3	
4		4		4		4	
5		5		5		5	
6		6		6		6	
7		7		7		7	
8		8		8		8	
2024 Precinct Ballot		2024 Precinct Ballot		2024 Precinct Ballot		2024 Precinct Ballot	
Choice	Name	Choice	Name	Choice	Name	Choice	Name
1		1		1		1	
2		2		2		2	
3		3		3		3	
4		4		4		4	
5		5		5		5	
6		6		6		6	
7		7		7		7	
8		8		8		8	

Precinct _____

2024 Caucus Results Report - RCV/IRV

Total Ballots

Precinct Role

Round	Candidate Names								Exhausted	Round Total
1 candidate Listing										
1 count & percent										
2 loss/gain										
2 count & percent									don't add to total	
3 loss/gain										
3 count & percent									don't add to total	
4 loss/gain										
4 count & percent									don't add to total	
5 loss/gain										
5 count & percent									don't add to total	
6 loss/gain										
6 count & percent									don't add to total	
7 loss/gain										
7 count & percent									don't add to total	

I, the precinct chair or host of my caucus meeting, validate that the information on this page is accurate as recorded.

Print Name _____

Signature _____

Precinct _____

2024 Caucus Results Report - RCV/IRV

Total Ballots

Precinct Role

Round	Candidate Names								Exhausted	Round Total
1 candidate Listing										
1 count & percent										
2 loss/gain										
2 count & percent									don't add to total	
3 loss/gain										
3 count & percent									don't add to total	
4 loss/gain										
4 count & percent									don't add to total	
5 loss/gain										
5 count & percent									don't add to total	
6 loss/gain										
6 count & percent									don't add to total	
7 loss/gain										
7 count & percent									don't add to total	

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2 count & percent									don't add to total	
3 loss/gain										
3 count & percent									don't add to total	
4 loss/gain										
4 count & percent									don't add to total	
5 loss/gain										
5 count & percent									don't add to total	
6 loss/gain										
6 count & percent									don't add to total	
7 loss/gain										
7 count & percent									don't add to total	

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4 loss/gain										
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5 loss/gain										
5 count & percent									don't add to total	
6 loss/gain										
6 count & percent									don't add to total	
7 loss/gain										
7 count & percent									don't add to total	

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Precinct _____

2024 Caucus Results Report - RCV/IRV

Total Ballots

Precinct Role

Round	Candidate Names								Exhausted	Round Total
1 candidate Listing										
1 count & percent										
2 loss/gain										
2 count & percent									don't add to total	
3 loss/gain										
3 count & percent									don't add to total	
4 loss/gain										
4 count & percent									don't add to total	
5 loss/gain										
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6 loss/gain										
6 count & percent									don't add to total	
7 loss/gain										
7 count & percent									don't add to total	

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Precinct _____

2024 Caucus Results Report - RCV/IRV

Total Ballots

Precinct Role

Round	Candidate Names								Exhausted	Round Total
1 candidate Listing										
1 count & percent										
2 loss/gain										
2 count & percent									don't add to total	
3 loss/gain										
3 count & percent									don't add to total	
4 loss/gain										
4 count & percent									don't add to total	
5 loss/gain										
5 count & percent									don't add to total	
6 loss/gain										
6 count & percent									don't add to total	
7 loss/gain										
7 count & percent									don't add to total	

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Precinct _____

2024 Caucus Results Report - RCV/IRV

Total Ballots

Precinct Role

Round	Candidate Names								Exhausted	Round Total
1 candidate Listing										
1 count & percent										
2 loss/gain										
2 count & percent									don't add to total	
3 loss/gain										
3 count & percent									don't add to total	
4 loss/gain										
4 count & percent									don't add to total	
5 loss/gain										
5 count & percent									don't add to total	
6 loss/gain										
6 count & percent									don't add to total	
7 loss/gain										
7 count & percent									don't add to total	

I, the precinct chair or host of my caucus meeting, validate that the information on this page is accurate as recorded.

Print Name _____

Signature _____



CERTIFICATE OF PRESIDENTIAL POLL RESULTS

We, the undersigned, do hereby certify that at said caucus meeting on March 5, 2024, the ballots below were cast for the following candidates:

_____ County _____ Precinct

Candidate ¹ (Alphabetical Order)	Votes
RYAN BINKLEY	
NIKKI HALEY	
DONALD TRUMP	
TOTAL VOTES FOR PRECINCT:	

Precinct Chair Signature: _____

Phone: _____

Witness: _____

Phone: _____

Date: _____

Time: _____

¹ Presidential candidates who qualified for the Utah Republican Party ballot but subsequently withdrew from the race are not included.

INSTRUCTIONS: Please fill out the information below legibly. All fields are REQUIRED. Illegible information may cause issues contacting you in the future.

DISCLAIMER: Providing your contact information allows the Davis County Republican Party to share the data for Party business in accordance with Party ByLaws.

Position	First Name	Last Name	Phone	Email	Address City, ZIP	VOTER ID NUMBER	Initial
Precinct Leadership							
Chair			() -				
Vice Chair			() -				
Secretary			() -				
Treasurer			() -				
State Delegates							
1			() -				
2			() -				
3			() -				
4			() -				
5			() -				
State Delegate Alternates							
1			() -				
2			() -				

I, the precinct chair or host of my caucus meeting, validate that the information on this page is accurate as recorded.

Print Name _____

Signature _____

Precinct _____

2024 Davis County Caucus Contact Report

Position	First Name	Last Name	Phone	Email	Address City, ZIP	VOTER ID NUMBER	Initial
3			() -				
4			() -				
5			() -				

County Delegates

1			() -				
2			() -				
3			() -				
4			() -				
5			() -				

County Delegate Alteernates

1			() -				
2			() -				
3			() -				
4			() -				
5			() -				

I, the precinct chair or host of my caucus meeting, validate that the information on this page is accurate as recorded.

Print Name _____

Signature _____



State Delegate Pledge Form

I have read the Utah Republican Party Platform, Constitution, and Bylaws. I support that Platform, Constitution, and Bylaws except for any provisions I explicitly outline below, and accept it as the standard by which my performance as a delegate should be evaluated. I certify that I am not a candidate, officer, delegate, or position holder in any Party other than the Republican Party.

I understand that my role includes seeking out the opinions of my registered Republican neighbors prior to participating in my official duties. ____ (initial)

I also understand that I am expected to attend the state convention on April 27, 2024 and at a date to be chosen in the spring of 2025. ____ (initial)

If I am unable to attend the state convention, I shall inform my precinct chair at least two weeks in advance of my conflict so that I can be replaced. If I fail to respond to emails/phone calls and confirm my ability to participate in convention, I may be replaced. ____ (initial)

I will keep my information up to date with the county party, which includes my address, phone number and email address. I will notify the county party within two weeks of any changes to my address, phone number or email address. ____ (initial)

I understand that if I move out of my precinct I forfeit my state delegate role. I may run again to be a state delegate at a future caucus in my new precinct if I so choose. ____ (initial)

I understand that I represent the Utah Republican Party in my interactions with my neighbors as a state delegate. I will act in a manner in person and online that reflects positively on the Utah Republican Party and my county party. ____ (initial)

Printed Name

Date

Signature