



**Conservative Party of Canada  
Institutional Report for the Public  
Inquiry into Foreign Interference in  
Federal Electoral Processes and  
Democratic Institutions**

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# CONSERVATIVE PARTY OF CANADA CONSTITUTION



As amended by the delegates to the  
National Convention September 9, 2023

As consolidated by the National Constitution  
Committee and approved by National Council

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## 1. **NAME**

1.1 The name of the Party is the “Conservative Party of Canada”.

## 2. **PRINCIPLES**

2.1 The Conservative Party of Canada is founded on and will be guided in its policy formation by the following principles.

- 2.1.1 A belief in a balance between fiscal responsibility, compassionate social policy that empowers the less fortunate by promoting self-reliance and equality of opportunity, and the rights and responsibilities of individuals, families and free associations.
- 2.1.2 The goal of building a national coalition of people who share these beliefs and who reflect the regional, cultural and socio-economic diversity of Canada.
- 2.1.3 The goal of developing this coalition, embracing our differences and respecting our traditions, yet honouring a concept of Canada as the greater sum of strong parts.
- 2.1.4 The Conservative Party of Canada will operate in a manner accountable and responsive to its members.
- 2.1.5 A belief in loyalty to a sovereign and united Canada governed in accordance with the Constitution of Canada, the supremacy of democratic parliamentary institutions and the rule of law.
- 2.1.6 A belief in the value and dignity of all human life.
- 2.1.7 A belief in the equality of all Canadians.
- 2.1.8 A belief in the freedom of the individual, including freedom of speech, worship, assembly, and association.
- 2.1.9 A belief in our constitutional monarchy, the institutions of Parliament and the democratic process.
- 2.1.10 A belief in the federal system of government as the best expression of the diversity of our country, and in the desirability of strong provincial and territorial governments, where all must be treated so that the constitutional boundaries of governance between federal and provincial authorities are respected for mutual and national benefit.
- 2.1.11 A belief that English and French have equality of status, and equal rights and privileges as to their use in all institutions of the Parliament and Government of Canada.
- 2.1.12 A belief that the best guarantors of the prosperity and well-being of the People of Canada are:
  - 2.1.12.1 the freedom of individual Canadians to pursue their enlightened and

- legitimate self-interest within a free competitive economy;
- 2.1.12.2 the freedom of individual Canadians to enjoy the fruits of their labour to the greatest possible extent;
- 2.1.12.3 the right to own property.
- 2.1.13 A belief that a responsible government must be fiscally prudent and should be limited to those responsibilities which cannot be discharged reasonably by the individual or others.
- 2.1.14 A belief that it is the responsibility of individuals to provide for themselves, their families and their dependents, while recognizing that government must respond to those who require assistance and compassion.
- 2.1.15 A belief that the purpose of Canada as a nation state and its government, guided by reflective and prudent leadership, is to create a climate wherein individual initiative is rewarded, excellence is pursued, security and privacy of the individual is provided and prosperity is guaranteed by a free competitive market economy.
- 2.1.16 A belief that Canada should continue its strong heritage of national defence, supporting a well-armed military, honouring those who serve, and promoting our history and traditions.
- 2.1.17 A belief that the quality of the environment is a vital part of our heritage to be protected by each generation for the next.
- 2.1.18 A belief that Canada should accept its obligations among the nations of the world.
- 2.1.19 A belief that Canadian Jurisdiction extends beyond the coastline to include the internationally recognized regions of the Territorial Sea, Exclusive Economic Zone (EEZ) and Continental Shelf.
- 2.1.20 A belief that good and responsible government is attentive to the people it represents and consists of members who at all times conduct themselves in an ethical manner and display integrity, honesty and concern for the best interest of all.
- 2.1.21 A belief that all Canadians should have reasonable access to quality healthcare regardless of their ability to pay.
- 2.1.22 A belief that the greatest potential for achieving social and economic objectives is under a global trading regime that is free and fair.

### 3. **DEFINITIONS**

- 3.1.1 “Affiliated organization” means an organization which has been recognized by National Council pursuant to the provisions of the Constitution.
- 3.1.2 “Arbitration Committee” means the arbitration and dispute resolution committee

established pursuant to the provisions of the Constitution.

- 3.1.3 “by-law” means a by-law enacted by National Council pursuant to the provisions of the Constitution.
- 3.1.4 “Conservative Fund Canada” means the fundraising arm and chief agent of the Party provided for in Article 9.
- 3.1.5 “Constitution” means this constitution of the Party, as amended from time to time.
- 3.1.6 “Electoral district association” means an association in a federal electoral district recognized by National Council pursuant to the Constitution.
- 3.1.7 “Leader” means the leader of the Party.
- 3.1.8 “Leadership selection process” means the process for selecting a Leader provided for in the Constitution.
- 3.1.9 “Member” and “membership” means a member and the membership of the Party respectively, unless the context otherwise requires.
- 3.1.10 “National Council” means the body provided for in Article 8.
- 3.1.11 “President” means the Chief Executive Officer who is responsible to oversee the effective operations of National Council.
- 3.1.12 “national convention” means a meeting of members provided for in Article 7.
- 3.1.13 “Party” means the Conservative Party of Canada.
- 3.1.14 “Presidents’ Forum” means an affiliated organization consisting of presidents of electoral district associations and other members of the Party on a national or regional level, as recognized by National Council.
- 3.1.15 “parliamentary caucus” means Conservative Members of the House of Commons and the Senate, subject to the Parliament of Canada Act”.

#### **4. MEMBERSHIP**

- 4.1 Membership in the Party is open to every citizen or permanent resident of Canada who:
  - 4.1.1 has attained the minimum age specified by by-law;
  - 4.1.2 actively supports the principles of the Party;
  - 4.1.3 signifies their intention to join the Party;
  - 4.1.4 has personally paid the Party’s national membership fee in the amount specified by by-law and in the manner specified by National Council which shall set rules and procedures to provide reasonable assurance that the membership fee was paid by the member personally; and

- 4.1.5 is not an individual holding a membership in another federal political party.
- 4.2 Twenty-one (21) days after payment of a membership fee in the amount and in the manner specified by by-law, every member is entitled to:
- 4.2.1 participate in any meeting of the electoral district association in which that person resides or serves as a board member;
  - 4.2.2 vote for, and stand for election to, the board of directors of any electoral district association in which that person resides;
  - 4.2.3 attend any national convention upon payment of the prescribed fee;
  - 4.2.4 vote for, and stand for election as, a delegate or alternate delegate at any meeting called by an electoral district association in which that person resides or serves as a board member, for the selection of delegates or alternate delegates to any national convention of the Party;
  - 4.2.5 Stand for election to the board of directors of an electoral district association other than the one in which that person resides; and
  - 4.2.6 Stand for election as a delegate or alternate for any one meeting in a single EDA.
  - 4.2.7 Any member whose membership has expired within the previous ninety (90) days of an event may participate in any event specified in Section 4.2 provided that the member pays the appropriate membership renewal fee “at the door” in the amount and in the manner specified by by-law.
- 4.3 Subject to the oversight of National Council, the Executive Director shall maintain a National Membership Program consistent with the objectives for such a program as set out by by-law. As a minimum, the National Membership Program will contain a listing of each member’s name and address and the name of the electoral district association to which the member belongs. A membership will be considered as valid when listed in the National Membership Program, which listing may be subject to periodic verification by an independent auditor appointed by National Council. The membership fees shall be shared as determined by National Council between the costs of operation of the National Membership Program and the provision of revenue to electoral district associations.
- 4.4 National Council may by by-law set out rules and procedures for the revocation and reinstatement of membership, which shall provide for a two-thirds majority vote for the revocation or reinstatement of a membership.
- 4.5 Subject to Article 4.6, in order for a member to exercise the rights of a member to vote as provided for in this Constitution, they must first provide identification using:
- 4.5.1 one original piece of identification, set out by by-law or the leadership election organizing committee, as the case may be, issued by a Canadian federal, provincial or territorial government agency containing the member’s photograph, name and



address, or

4.5.2 two original pieces of identification, set out by by-law or the leadership election organizing committee, as the case may be, both of which contain the member's name, one of which contains the member's photograph and one of which contains the member's address.

- 4.6 Identification requirements shall be subject to the exercise of discretion by the returning officer or equivalent to waive specific requirements where exceptional circumstances warrant.
- 4.7 Each of the following must be a member of the Party in good standing upon assuming office:
- 4.7.1 the Leader;
  - 4.7.2 members of National Council;
  - 4.7.3 directors of Conservative Fund Canada; and
  - 4.7.4 the Executive Director.

## 5. **ELECTORAL DISTRICT ASSOCIATIONS**

- 5.1 The electoral district association is the primary organization through which the rights of members are exercised.
- 5.2 Recognition may be granted by National Council to one electoral district association in each federal electoral district, and such recognition may be revoked, pursuant to rules and procedures set out by by-law.
- 5.3 Electoral district associations shall comply with such requirements as to their governance, financial management and reporting, as may be implemented by National Council by by-law or otherwise.
- 5.4 Regarding the composition of an EDA's Board of Directors, one in every five (5) Directors or portion thereof, to a maximum of six (6), may be members of the Party resident in another electoral district.

## 6. **GOVERNANCE OBJECTIVES**

- 6.1 The governance of the Party shall adhere to the following objectives:
- 6.1.1 full representation of the interests and views of members;
  - 6.1.2 direct regular communication from National Council, Conservative Fund Canada and the Leader to electoral district associations and members to ensure accountability;
  - 6.1.3 maintenance of a policy development process which respects and encourages the participation of all members, provides policy options to the Party parliamentary

caucus, and which culminates in the adoption of policy resolutions at national conventions that will become the Party's Policy Declaration from which the Party's election campaign platform will be developed.

6.1.4 fiscally prudent, open and accountable fundraising and financing which are coordinated with other Party activities and electoral district association fundraising efforts designed to meet the Party's overall objectives; and

6.1.5 democratic representation of the membership at national conventions.

6.2 The members of the National Council, the Leadership Election Organization Committee, Conservative Fund Canada and Party Staff are to remain neutral for all nomination election contests and leadership elections.

## **7. NATIONAL CONVENTIONS**

7.1 Subject to Article 12, the governance, management and control of the activities of the Party are vested in the members at national conventions.

7.2 Subject to Article 7.3, a national convention has the power and responsibility to:

7.2.1 Amend the Constitution;

7.2.2 amend and adopt Party policy; and

7.2.3 elect National Council by secret ballot.

7.3 The date, location(s), business to be transacted, and the rules and procedures for any national convention of the Party will be as determined by National Council. One or more of the matters set out in Article 7.2 need not be conducted at a national convention if less than eighteen months have passed since such a matter was conducted at a national convention. National Council may convene a national convention upon 90 days' notice to the membership.

7.4 There shall be a national convention with a National Council election at least every second calendar year, subject to such reasonable extension not exceeding nine months as may be necessary due to the conduct or threat of a federal election or conduct of the leadership selection process.

7.5 The following members are entitled to vote as delegates to a national convention:

7.5.1 an equal number not exceeding 10 from each electoral district association elected in such number and in such manner as determined by National Council which shall include a requirement that at least one such delegate reflect youth participation, and as an additional delegate the president of the electoral district association as of a date set by National Council;

7.5.2 the official candidate of the Party for each electoral district in the preceding federal election, or the then current nominated Party candidate for each such electoral

district;

7.5.3 the parliamentary caucus of the Party;

7.5.4 elected members of National Council;

7.5.5 former leaders of the Party; and

7.5.6 elected members of the National Policy Committee and National Constitution Committee.

7.6 Between national conventions, the governance, management and control of the activities of the Party are vested in National Council, the Leader, and Conservative Fund Canada, as the case may be, subject to general direction from, accountability to and review by the members at national conventions.

## **8. NATIONAL COUNCIL**

8.1 National Council shall be composed of:

8.1.1 four members elected from a province with more than 100 seats in the House of Commons;

8.1.2 three members elected from a province with 51-100 seats in the House of Commons;

8.1.3 two members elected from a province with 26-50 seats in the House of Commons;

8.1.4 one member elected from a province with 4-25 seats in the House of Commons;

8.1.5 one member elected from each territory;

8.1.6 the Leader;

8.1.7 the Chair of Conservative Fund Canada or his or her designate plus one other duly appointed director of the Conservative Fund Canada, in a non-voting capacity;

8.1.8 the Executive Director or his or her designate, in a non-voting capacity;

8.1.9 and one representative of the parliamentary caucus, in a non-voting capacity.

8.2 For any province that elects more than one member of National Council, National Council may provide by by-law that the province shall be divided into a number of regions equal to the number of members to be elected, with one member to be elected for each region by delegates of the electoral district associations of that region, subject to the following:

8.2.1 The by-law shall provide that the number of electoral districts assigned to each region shall be approximately equal allowing for natural differences that may arise in the composition of the regions of a province, such as the presence of a major metropolitan area.

8.2.2 National Council shall consult with the presidents of the electoral district associations

for each province that elects more than one member of National Council as to the advisability of such a by-law. The provisions of Article 8.8 shall not apply, however such a by-law may only be adopted for a particular province with the approval of a majority of the presidents of the electoral district associations of each proposed region of that province.

8.2.3 The by-law shall apply only to the election for a particular province where the by-law is in force at least ninety days before the commencement of a national convention at which the election of National Council is to take place.

8.3 The following may not hold office as an elected member of National Council:

8.3.1 Members of Parliament or Senators, except the Leader;

8.3.2 employees or contractors of the Party;

8.3.3 employees or contractors of Senators or Members of Parliament including political staff of Ministers of the Crown;

8.3.4 individuals holding a membership in another federal political party;

8.3.5 Directors of Conservative Fund Canada;

8.3.6 Members of Provincial or Territorial Legislative Assemblies.

8.4 Conservative Fund Canada shall appoint the returning officer for elections to National Council. The returning officer shall set out rules and procedures for the conduct of any election, subject to review by National Council. The rules shall provide that no one may be elected to more than three consecutive terms of office and that the election shall be by way of a preferential ballot. For greater certainty, this provision does not consider the initial period where an individual is elected to the National Council through a by-election towards this limit, however, where an individual resigns from National Council, that period shall be considered a term.

8.5 No person shall be considered for selection as a candidate for the National Council unless that person has signed the following affirmation: "I have read, understand, and do hereby affirm my personal commitment to the principles and policies of the Conservative Party of Canada and the Constitution of the Conservative Party of Canada."

8.6 Immediately following each national convention at which an election of National Council occurred, National Council shall elect by simple majority from its members a President, a Vice-President, a Secretary and such Vice-Presidents and other positions as it may determine. The Secretary is accountable for the encouragement and development of membership in the Party, and for the oversight of the National Membership Program on behalf of and subject to the direction of National Council and for reporting to National Council and national conventions.

8.7 National Council has the following powers and responsibilities:

- 8.7.1 the establishment and recognition of electoral district associations and the terms of their constitutions, including processes for the conduct of founding meetings, and the transfer of assets in the event of redistribution;
  - 8.7.2 the development and implementation of rules and procedures to ensure fair and effective candidate recruitment and selection;
  - 8.7.3 recognition of affiliated organizations;
  - 8.7.4 encouraging the participation and recruitment of youth;
  - 8.7.5 the appointment of the Auditor of the Party;
  - 8.7.6 the establishment of such committees as National Council may determine for the conduct of its responsibilities;
  - 8.7.7 subject to Article 8.8, the enactment of rules and procedures for the conduct of its business;
  - 8.7.8 subject to Article 8.8, the enactment of by-laws for matters set out in this Constitution to be provided by by-law; and
  - 8.7.9 other responsibilities set out in this Constitution or as may be assigned by the Leader.
- 8.8 Rules and procedures enacted under Article 8.7.7 and by-laws enacted under Article 8.7.8 shall be circulated to all electoral district association presidents within 7 days of enactment by National Council and shall take effect on the date of enactment. If written notice, either email or hard copy, of objection from more than 99 electoral district association presidents has been received by National Council within 30 days of the rule and procedure or by-law being distributed to the electoral district associations, it shall be deemed repealed. Alternatively, National Council may propose rules and procedures and by-laws to a national convention, which, if approved by a simple majority of delegates voting, will not be subject to subsequent review and repeal by the presidents of electoral district associations.
- 8.9 National Council shall provide the minutes of each meeting to all electoral district associations as well as to members of National Council, National Constitution Committee (NCC), National Policy Committee (NPC), and the Conservative Fund Canada (CFC), within 30 days of said meeting taking place. Furthermore, National Council shall publish known dates of their meetings for the past 5 calendar years as well as the dates of confirmed upcoming meetings.
- 8.10 The voting of National Council on motions shall be recorded in the minutes to indicate, by member of National Council, his/her vote on each motion, as follows: (i) In favour; (ii) Against; (iii) Abstained; (iv) Absent; except that where a motion names a person to a position, the vote will be by secret ballot if requested by two or more voting members of National Council.
- 8.11 National Council and the parliamentary caucus shall establish a liaison committee with equal representation from each body, or another composition subject to the ratification of National Council and the Parliamentary Caucus.

- 8.12 National Council, on approval of two-thirds (2/3) of its current voting membership (not including those on leave of absence) present and voting may remove a National Council member whose conduct is judged improper or unbecoming, or likely to adversely affect the interest or reputation of National Council, the Leader, or the Party, at a meeting called for that purpose.
- 8.13 National Council, on approval of a majority of its current membership (not including those on leave of absence) present and voting may suspend a National Council member whose conduct is judged improper or unbecoming, or likely to adversely affect the interest or reputation of National Council, the Leader, or the Party, at a meeting called for that purpose.
- 8.14 Disputes concerning the revocation or continuance of the suspension, or the removal, of a member of National Council, shall be adjudicated by a panel of the Arbitration Committee, whose decision shall be final and binding.
- 8.15 The presidents of the electoral district associations of the Party, a territory, a province, or a region of a province as applicable, shall elect by secret ballot, within 90 days, members to National Council to fill any vacancies in elected positions between national conventions. Where a vacancy occurs for a province, territory or region of a province, where its members of National Council were elected at the last national convention on a regional basis, any new member shall be ordinarily resident in the same province, territory or region of the province as the former member.
- 8.16 National Council shall meet at least quarterly in every twelve (12) month period, at the call of the President or the Leader. It shall also meet upon written request of at least five (5) National Council members.
- 8.17 National Council shall abide by the principles and policies of the Party and shall act in the interests of all members, not just the jurisdiction from which they were elected, and subject always to the provisions of this Constitution, and to motions passed at any national convention, or by referenda.
- 8.18 A quorum of National Council is a majority of National Council.
- 8.19 Members of National Council shall be reimbursed for reasonable expenses incurred while fulfilling their responsibilities on National Council.
- 8.20 Members of National Council and members of all committees reporting to National Council are to be volunteers and receive no compensation for their service.

## **9. CONSERVATIVE FUND CANADA**

- 9.1 Conservative Fund Canada, a non-share capital corporation incorporated under and governed by the provisions of the Canada Corporations Act, is the sole fundraising arm of the Party and shall be the chief agent of the Party pursuant to the Canada Elections Act.

- 9.2 Conservative Fund Canada shall submit quarterly financial reports and an annual audited financial statement to National Council.
- 9.3 Conservative Fund Canada shall submit the annual budget of the Party to National Council for consultation prior to adoption and implementation by Conservative Fund Canada, and shall consult with National Council prior to authorizing or implementing substantial amendments to the budget. Conservative Fund Canada shall not provide funding for activities or programs within the areas of responsibility of National Council unless such activities or programs have been approved by National Council.
- 9.4 Electoral district associations and affiliated organizations shall provide such financial information to Conservative Fund Canada as National Council may require.
- 9.5 National Council may authorize Conservative Fund Canada to take all necessary steps to assume control and ownership of all of the assets of an electoral district association in such special circumstances as may be set out by by-law, including the suspension or revocation of recognition of any electoral district association. Assets assumed under the provisions of this Article shall be held by Conservative Fund Canada and shall be returned to or paid out to the next duly elected board of the electoral district association whose recognition has been renewed. In the event that such association ceases to exist or does not re-apply for renewal of recognition within a period of five (5) years from the assumption of the control of its assets, such assets shall become property of Conservative Fund Canada.
- 9.5.1 Any rebates from Elections Canada to the campaign of candidates for Members of Parliament in national elections assigned to Conservative Fund Canada shall be remitted to the designated recipient, within thirty (30) days of receipt by Conservative Fund Canada.
- 9.6 Any member committing Conservative Fund Canada or the Party to unauthorized expenditures or indebtedness shall save harmless and indemnify the Party against any claim, demand, action, debt or cause of action which may arise as a result of such unauthorized commitment.
- 9.7 The Party shall maintain a national office in the National Capital Region.
- 9.8 The Leader shall nominate the directors of Conservative Fund Canada subject to ratification by National Council.
- 9.8.1 The President of National Council or his or her designate and one other duly elected member of National Council shall serve on Conservative Fund Canada in a non-voting capacity.
- 9.9 A representative of the Conservative Fund Canada will provide a financial report to the delegates at each national convention and at that time be prepared to answer questions the delegates may have on it.
- 9.9.1 The Chair of Conservative Fund Canada's board of directors responsibilities

include, but are not restricted to; ensuring effectiveness of the budgeting reporting process commitments, integrity of the contract process and any agreements made, fundraising, effectiveness of expenditures and compliance with all aspects of Canadian law.

- 9.10 Directors of the Conservative Fund Canada shall be volunteers and receive no compensation for their service.
- 9.11 All expenditures of the Conservative Fund must be connected to advancing the political and electoral interests of the Conservative Party. No expenditures can be purely a subsidy to a member of the Party unrelated to advancing the electoral or political interests of the party.

## **10. LEADER**

- 10.1 The Leader is the chief public official of the Party, whose authority includes that specified for the leader of a party pursuant to the Canada Elections Act.
- 10.2 The Leader shall promote the Party, its principles and policies.
- 10.3 If the Leader is not a Member of Parliament or Senator, he or she shall, upon written request to the Chair of Conservative Fund Canada, be entitled to receive a salary equivalent to that of a Member of Parliament.
- 10.4 The Leader shall nominate the Executive Director of the Party subject to ratification by National Council.
- 10.4.1 The Executive Director is an employee of Conservative Fund Canada.
- 10.4.2 Any decision to change the employment status of the Executive Director is the responsibility of ConservativeFund Canada,subject to ratification byNational Council.
- 10.5 The Leader shall provide a report to, and carry out an accountability session with, the delegates at every national convention.
- 10.6 The Leader shall provide a report to National Council at least quarterly.
- 10.7 At the first national convention following a federal general election when the Party does not form the government and the Leader has not indicated, prior to the commencement of the national convention, an irrevocable intention to resign, the delegates will vote by secret ballot if they wish to engage the leadership selection process.
- 10.8 In the event of any of the following, National Council shall implement the leadership selection process at the earliest convenient date thereafter:
- 10.8.1 the death or retirement of the Leader;
- 10.8.2 the Leader indicates an intention to resign by submitting notice in writing to the President of National Council;



10.8.3 more than fifty percent (50%) of the votes cast at a national convention as provided for in Article 10.7 are in favour of engaging the leadership selection process.

10.9 In the event of the implementation of the leadership selection process, the following shall apply.

10.9.1 The parliamentary caucus (including Senators) shall appoint an Interim Leader of the Party who shall exercise the powers and responsibilities of the Leader until a new Leader has been selected. A person appointed as Interim Leader may not be nor become a candidate in the leadership selection process. An Interim Leader may but need not be appointed where the Leader has indicated an intention to resign.

10.9.2 The leadership election organizing committee shall determine the rules and procedures for the conduct of the leadership selection process, including a dispute resolution procedure which shall be final and binding. The rules shall provide that a member may cast a postal ballot; the minimum membership period established for eligibility to vote in the leadership election shall be set so as to permit adequate time for ballots to be mailed to members and returned by mail. Voting by way of faxed ballot shall not be permitted.

10.9.3 National Council shall appoint the chair and members of the leadership election organizing committee. The committee shall be comprised of, but not limited to, the following; 6 National Councillors from different regions of Canada, 1 Senator, 1 Member of Parliament, and 1 Conservative Fund Canada member.

10.10 The election of the Leader shall be by way of a direct vote of members in every electoral district, as follows.

10.10.1 Each member of the Party will have one vote.

10.10.2 Each electoral district will be allocated 100 points or 1 point per vote cast at that stage, whichever is less.

10.10.3 Leadership candidates will be assigned a point total based on their percentage of the vote in each electoral district.

10.10.4 To win the leadership, a candidate must obtain a majority of points from across the country.

10.10.5 Voting will be by preferential vote (single transferable ballot).

10.10.6 Each leadership candidate is entitled to have scrutineers present at all stages of the vote count.

10.10.7 At each count round, both the weighted results and the results by electoral district shall be made public.

10.10.8 In the event the final ballot of any leadership contest is within 1.50% of point totals, a mandatory recount will be implemented; all ballots will be preserved while said

recount is undertaken.

10.10.9 National Council or the Leadership Election Organizing Committee will engage an independent third party auditing firm to count the ballots in the votes specified in 10.7 and 10.10.5.

## **11. AFFILIATED ORGANIZATIONS**

11.1 Recognition and renewal of recognition as a Presidents' Forum, youth, campus or other affiliated organization, and the rights and obligations of any such affiliated organizations or their membership may be determined by National Council as provided by by-law.

## **12. POLLS, PETITIONS, REFERENDA**

12.1 National Council may conduct non-binding polls of the members of the Party.

12.2 Proxy voting is not permitted.

12.3 A referendum of the members of the Party may be initiated by:

12.3.1 a petition submitted to National Council requesting a referendum, signed by not less than five (5) percent of the members of the Party in each of at least five (5) provinces;

12.3.2 a motion passed by a national convention where notice of such a motion is given in advance of the meeting in such manner as set out by by-law or rules and procedures; and

12.3.3 a motion passed by National Council by a two-thirds majority vote, where notice of such a motion is given in advance in such manner set out by by-law.

12.4 Only persons who have been members of the Party for twenty-one (21) days are eligible to sign a petition. For a petition to be valid for the purposes of this Article, all names must be collected within a ninety (90) day period. The organizers must inform National Council forthwith in writing of the date on which the collection of signatures for a petition commences. National Council shall determine the validity of any petition.

12.5 National Council is responsible for conducting a referendum by secret ballot within one hundred and twenty (120) days of receiving the results of a valid petition to conduct the referendum, or of a motion passed by a national convention or the National Council to conduct a referendum. National Council shall set the rules and procedures for the conduct of a referendum to ensure a fair and effective process.

12.6 The results of a referendum shall be binding if at least one third (1/3) of the membership cast ballots, and the majorities required by this Article have been achieved.

12.7 To be eligible to vote in a referendum a person must be a member for twenty-one (21) days.

- 12.8 All matters to be voted on in a referendum shall be in the form of a resolution, including a resolution to amend the Constitution.
- 12.9 To be carried, a resolution must receive two-thirds of the votes cast, and a majority of votes cast in each of a majority of individual provinces.
- 12.10 For the purposes of Article 12, the territories together shall constitute one province.

### **13. POLICY**

- 13.1 Immediately following a National Convention, National Council shall commence the process to elect a National Policy Committee whose responsibilities shall include:
- 13.1.1 facilitating the promotion and maintenance of an ongoing policy process of the Party, and ensuring that the policy process is at all times accountable to the members;
  - 13.1.2 facilitating and supporting policy discussion within the Party;
  - 13.1.3 identifying policy areas needing study;
  - 13.1.4 serving as a means of communication between members on policy issues; and,
  - 13.1.5 after each national convention at which delegates approve amendments to the Policy Declaration, ensuring that a consolidated version of the Policy Declaration is prepared in both official languages for approval by National Council, incorporating all of the amendments made at the national convention, and following legislative practice in preparing such a consolidation by correcting any numerical, typographical, grammatical, syntax or translation errors that may otherwise exist in the text.
- 13.2 The National Policy Committee shall consist of:
- 13.2.1 a chair appointed by National Council;
  - 13.2.2 the President of National Council;
  - 13.2.3 two members of National Council to be selected by National Council;
  - 13.2.4 the same number of representatives from each province as the number of members of National Council from that province, selected by the presidents of the electoral district associations in each province;
  - 13.2.5 one representative for the three territories elected by the presidents of the electoral district associations from the territories; and
  - 13.2.6 one representative of the parliamentary caucus appointed by the Leader.
- 13.3 The term of the National Policy Committee shall begin upon the election and appointment of its members and shall terminate upon the submission to National Council of the consolidated text of the Policy Declaration referred to in Article 13.1.5. No representative may serve more than three consecutive terms of office on the National Policy Committee.

- 13.4 Between national conventions, interim policies of the Party may be determined by the parliamentary caucus and the Leader.
- 13.5 Interim amendments to the Policy Declaration of the Party may be made by the parliamentary caucus and the Leader with interim ratification by the National Policy Committee. Upon the National Policy Committee ratifying an interim amendment to the Policy Declaration, National Council shall cause to be published an Interim Policy Declaration that sets out the amendments. Interim amendments to the Policy Declaration shall be subject to final ratification at the next national convention. These amendments along with any policy resolutions passed at the national convention shall become the Policy Declaration of the Party.
- 13.6 At a national convention, a policy resolution must receive a majority of votes cast by delegates and a majority of votes cast by delegates from each of a majority of individual provinces. For the purpose of this provision, the territories together shall constitute one province.
- 13.7 After every National Convention, the National Council, will prepare one or a series of amendment proposals to the Policy Declaration, each being an amendment to be voted on individually, for approval by the delegates at the next National Convention, either at the floor of the convention or through handout ballots (in accordance with section 13.6), that shall remove or update all redundant and spent items from the Policy Declaration but which shall not contradict specific decisions of the previous National Conventions or the National Policy Committee.
- 13.8 The CPC National Policy Committee will prepare a simple yes / no paper or electronic ballot to present to the membership at each Convention so members can vote on the committee's recommendations for removal of redundant or otherwise invalid policies.
- 13.9 The National Policy Committee shall send guidelines pertaining to the amendment of the Party Policy Declaration to all EDAs. These guidelines shall be developed by the Committee and distributed through the Executive Director of the Party, no later than 365 days before the next national convention.
- 13.10 In the event a member of a National Policy Committee member fails to attend three (3) consecutive meetings, that member of said committee may be removed by a majority vote of said committee. A by-election will be held to replace said member provided sufficient time remains prior to the next convention.

## 14. **CANDIDATES FOR PARLIAMENT**

- 14.1 National Council shall create rules and procedures for the selection of candidates. The rules shall provide that only a member of the Party may seek nomination as a candidate. National Council shall establish the National Candidate Selection Committee that shall have the right to disallow the candidacy of any person before or after nomination by the electoral district association, subject to the appeal of such a decision to National Council whose decision shall be final and binding or who may refer the matter to the Arbitration Committee for decision by a panel.
- 14.2 The rules shall provide for a candidate nomination committee in each electoral district that shall, subject to the rules, be responsible for the administration of the candidate selection process in the electoral district.
- 14.3 Every electoral district association shall provide organizational and financial support to the Party's candidate in the electoral district.

## 15. **PROVINCIAL PARTIES**

- 15.1 The Party shall not establish provincial political parties. The Party shall promote and maintain relationships with existing provincial conservative parties.

## 16. **CONSTITUTIONAL AMENDMENT**

- 16.1 In addition to a referendum provided for in Article 12, the Constitution may be amended at a national convention by a majority of votes cast by delegates and a majority of votes cast by delegates from each of a majority of individual provinces. For the purpose of this provision, the territories together shall constitute one province.
- 16.2 The following may propose amendments to the Constitution for consideration at a national convention:
- 16.2.1 National Council;
  - 16.2.2 any four electoral district associations from at least two provinces, on approval of a majority vote of the board of directors or membership of each of those electoral district associations at a duly constituted meeting of each called for that purpose, subject to such requirements as may be set out by by-law or the rules and procedures for the national convention.
- 16.3 The text of any proposed amendment must be received by the Executive Director within such time and in such manner as set out by by-law or in the rules and procedures of the national convention. The Executive Director shall cause the text of all proposed amendments duly received to be posted forthwith on the public website of the Party.

- 16.4 In lieu of the prior notice provided for in Article 16.3 and subject to the rules and procedures for the national convention, a proposed amendment will be put to a vote at a national convention where constitutional amendments are being considered if it has the supporting signatures of delegates from at least one hundred electoral district associations. However, it must follow the same process as the other proposed amendments, i.e. be debated and adopted at the corresponding session before going to plenary.
- 16.5 Within thirty (30) days of the previous National Constitution Committee having completed its mandate, National Council shall establish a National Constitution Committee whose responsibilities shall include:
- 16.5.1 facilitating the constitutional amendment process;
  - 16.5.2 considering and drafting amendments to the Constitution; and
  - 16.5.3 after each national convention at which delegates approve amendments to the Constitution, ensuring that a consolidated version of the Constitution is prepared in both official languages for approval by National Council, incorporating all of the amendments made at the national convention, and following legislative practice in preparing such a consolidation by correcting any numerical, typographical, grammatical, syntax or translation errors that may otherwise exist in the text.
- 16.6 The term of the National Constitution Committee shall begin upon the election and appointment of its members and shall terminate upon the submission to National Council of the consolidated text of the Constitution referred to in Article 16.5.3. No representative may serve more than three consecutive terms of office on the National Constitution Committee.
- 16.7 The National Constitution Committee shall consist of:
- 16.7.1 a chair appointed by National Council;
  - 16.7.2 the president of National Council;
  - 16.7.3 two members of National Council to be selected by National Council;
  - 16.7.4 the same number of representatives from each province as the number of members of National Council from that province selected by the presidents of the electoral district associations in each province;
  - 16.7.5 one representative for the three territories elected by the presidents of the electoral district associations from the territories; and
  - 16.7.6 one representative of the parliamentary caucus of the party appointed by the Leader.
- 16.8 The National Constitution Committee shall send guidelines pertaining to the amendment of the party constitution to all EDAs. These guidelines shall be developed by the Committee and distributed through the Executive Director of the party, no later than 365 days before the next national convention.

16.9 In the event a member of a National Constitutional Committee member fails to attend three (3) consecutive meetings, that member of said committee may be removed by a majority vote of said committee. A by-election will be held to replace said member provided sufficient time remains prior to the next convention.

## 17. **ENFORCEMENT AND INTERPRETATION OF THE CONSTITUTION**

17.1 The Constitution is to be interpreted and read subject to the provisions of the Canada Elections Act. Unless the context otherwise requires, words and phrases used in the Constitution have the same meaning as in the Canada Elections Act. To the extent that there is any conflict between any provision of this Constitution and the Canada Elections Act or other applicable law, the law shall prevail.

17.2 National Council shall provide rules and procedures for the giving of any notice required under the Constitution.

17.3 Subject to Article 17.1, the Constitution shall govern the affairs of the Party and in the event of any conflict between the Constitution and any other document, the Constitution shall prevail.

## 18. **LIABILITY AND INDEMNITY**

18.1 When acting within the scope of their authority, no employee, volunteer, officer, director, or member of any committee established by the Party shall be liable for any debts, actions, claims, demands, liabilities or commitments of any kind of the Party. The Party and Conservative Fund Canada shall indemnify and hold harmless each such person against any debt, action, claim, demand, liability or commitment whatsoever.

## 19. **DISPUTE RESOLUTION**

19.1 Except for any dispute related to the leadership selection process, any ten (10) members of an electoral district association or affiliated organization may give notice in writing to National Council of a dispute as to whether the requirements of the Constitution, a by-law or any rules and procedures are being met by the electoral district association or affiliated organization or any committee thereof.

19.2 National Council shall appoint one or more members to investigate the merits of the dispute, which member(s) shall be authorized to intervene to attempt to resolve the dispute.

19.3 If the members appointed pursuant to Article 19.2 decide not to intervene or are unsuccessful in resolving the dispute, National Council shall, in writing, refer the matter to the Arbitration Committee.

19.4 National Council may also refer any other matter or class of matter, other than a matter related to the leadership selection process, to the Arbitration Committee for adjudication by a

panel.

- 19.5 On receipt of a referral from National Council, the Arbitration Committee shall select a panel of three (3) of its members to arbitrate and decide on the dispute.
- 19.6 The decision of an Arbitration Committee panel is final and binding and there shall be no appeal or review on any ground whatsoever.
- 19.7 Subject to any specific directions from any Arbitration Committee panel, National Council is empowered to implement the decisions of that Arbitration Committee panel.
- 19.8 The general rules and procedures for the Arbitration Committee and its panels shall be determined by the Arbitration Committee, subject to ratification by National Council within 30 days of the election of a National Council at convention.
- 19.9 National Council shall appoint the chair and members of the Arbitration Committee. None of them shall be on National Council in any capacity and at least half of them shall have legal training. They shall be appointed for terms of office of at least two years.



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# **Conservative Party of Canada Membership By-law**



As adopted by National Council June 2023

## **1. Membership criteria**

- 1.1. Membership in the Party is open to every citizen or permanent resident of Canada who meets the following criteria:
  - 1.1.1. is at least fourteen (14) years of age;
  - 1.1.2. actively support the principles of the Party;
  - 1.1.3. signifies their intention to join the Party by signing a prescribed membership form, or by submitting a personal cheque for the amount of the membership fee where the prospective member has signed the cheque, or by use of a personal credit card for payment of the membership fee where the prospective member is the card holder; and
  - 1.1.4. has paid the Party's non-refundable national membership fee as set out in the by-law.

## **2. Membership Purchase**

- 2.1. The national membership fee is \$15.00 for one year; \$25.00 for two years; \$35.00 for three years; \$45 for four years; \$50.00 for five years.
- 2.2. A membership for a period of years can be purchased provided that the individual is not at any time a paid-up member for more than five years.
- 2.3. A membership in the Party is not valid until it is received in good order with payment at the National Office in Ottawa.
- 2.4. Payment by cash, corporate cheque or corporate credit card is not permitted.

## **3. Family Memberships**

- 3.1. The same credit card or cheque may be used by an individual for payment of more than one memberships sold or renewed as long as the Executive Director or his or her designate is satisfied that:
  - 3.1.1. all the new/renewing members live at the same address and they are either the spouse/partner or minor aged child(ren) of the applicant;
  - 3.1.2. the individual making the payment is one of the new/renewing members;

## Conservative Party of Canada Membership By-law

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- 3.1.3. each member complies with the conditions of membership set out in this by-law;
- 3.1.4. the individual making the payment indicates that each membership fee is being paid by that individual with funds belonging to each of the new/renewing members and with the consent of the other person(s); and
- 3.1.5. the total number of family memberships purchased does not exceed six (6).

### **4. National Membership Program**

- 4.1. This by-law sets out the National Membership Program referred to in Article 4.3 of the Constitution. Subject to oversight of National Council, the Executive Director shall set out the prescribed membership form.

### **5. Rights of Membership**

- 5.1. Twenty-one (21) days after entry into the National Membership Program, or such other period as may be set by National Council in rules or otherwise for a particular event or series or class of events, every member is entitled to:
  - 5.1.1. participate in any meeting of the electoral district association in which that person holds membership;
  - 5.1.2. vote for, and stand for election to, the board of directors of the electoral district association in which that person holds membership;
  - 5.1.3. attend any national convention upon payment of the prescribed fee; and
  - 5.1.4. vote for, and stand for election as, a delegate or alternate delegate at any meeting called by an electoral district association of which that person holds membership, for the selection of delegates to any national convention of the Party.
- 5.2. To allow for participation through renewal “at the door” by persons whose membership has recently lapsed, unless otherwise provided by National Council in rules or otherwise for a particular event or series or class of events and despite section 5.1, anyone whose membership has expired within the previous ninety (90) days and who fulfills the criteria of section 1 may exercise any of the rights set out in section 5.1.1, 5.1.2, and 5.1.3.

## **6. Membership Lists**

- 6.1. The membership list of each electoral district association shall be certified by the Executive Director or his or her designate before the holding of any meetings referred to in section 5 at which the election of delegates or nomination contestants is to take place. The said certified membership list shall be remitted to the president of the association. Subject to section 5.2, only certified members shall be allowed to vote at such meetings.
- 6.2. Only those memberships which are received at the National Office in Ottawa within the time set out in section 5.1 may be certified.
- 6.3. At any other time, the membership list of an electoral district association may be requested from National Headquarters by the president of the association.
- 6.4. No use of any list generated from National Membership Program may be made for any purpose external to the Party without the prior written approval of the Executive Director, or as set out in the rules by National Council or as otherwise determined by National Council.

## **7. Membership Expiry**

- 7.1. Memberships will expire at the end of the month of the anniversary date of membership purchase in the year of expiry, depending on how many years of membership are purchased.
- 7.2. Membership in the Party may only be cancelled at the request of the member, or as provided by the revocation procedure set out in the by-law concerning membership revocation.

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# Conservative Party of Canada By-Law for Rules and Procedures for Revocation and Reinstatement of Membership



June 2019

Conservative Party of Canada By-Law for Rules and Procedures for Revocation and Reinstatement of Membership

**PREAMBLE:** As a party of conservative principles and ideas and open internal debate, the Conservative Party of Canada (the “**Party**”) seeks also to cultivate a healthy organizational culture. We strive to promote of an atmosphere of mutual respect within our membership and our organization. Our party is only as strong as its membership and how effectively we can work together. In a large, diverse organization, circumstances may arise where the status of a member must be reviewed. This by-law addresses such instances, and is enacted under Article 4.4 of the Constitution.

## **1. GUIDING PRINCIPLES**

- 1.1. The Constitution recognizes the rights of membership in the Party.
- 1.2. The Constitution also recognizes that EDAs are the primary organization through which Members exercise their rights as members.
- 1.3. National Council may revoke or suspend any membership for any conduct it judges improper or unbecoming a member of the Party. In its discretion, National Council may reinstate membership when it judges that sufficient time has lapsed or it is otherwise appropriate to do so.
- 1.4. National Council’s rulings regarding memberships should be commensurate with the nature of the conduct under review.
- 1.5. Prior to revoking or suspending a membership, the member or former member affected are entitled to a fair process.

## **2. DEFINITIONS**

- 2.1. “Constitution” is the constitution of the Party.
- 2.2. “EDA” is an electoral district association govern by the Party.
- 2.3. “EDA Board” means the board of directors of an EDC as set out in Section 7 of the EDA Constitution.
- 2.4. “Executive Director” means the Executive Director of the Party as set out in Section 10.4 of the Party Constitution.
- 2.5. “Member” means a Member of the Party.
- 2.6. “National Council” means the National Council of the Party as set out in Section 8 of the Constitution.
- 2.7. “Party” is defined in the Preamble.
- 2.8. “revoke” means the official cancellation of the membership and the complete termination of all rights granted by the Constitution and other governing documents of the Party to each Member in respect of the Member who is the subject of the revocation.
- 2.9. “Secretary” means the secretary of the Party.
- 2.10. “Secretariat Committee” means secretariat committee of the Party.
- 2.11. “suspend” means the official temporary or permanent debarment of all rights granted by the Constitution and other governing documents of the Party to each Member in respect of the Member who is the subject of the suspension.
- 2.12. All other terms used in this by-law which are defined in the Constitution of the Party have the meaning set out in the Constitution.



Conservative Party of Canada By-Law for Rules and Procedures for Revocation and Reinstatement of Membership

**3. INITIATION OF MEMBERSHIP REVIEW**

- 3.1. The process for revocation or suspension of a membership in the Party shall instituted by:
  - 3.1.1. a voting member of National Council;
  - 3.1.2. the EDA Board to which the member or members who are subject of the request belong; and
  - 3.1.3. the Executive Director of the Party submitting a request to the Secretariat.
- 3.2. Memberships can be revoked or suspended as a result of any of the follow behaviors:
  - 3.2.1. where a Member initiated legal proceedings against the Party;
  - 3.2.2. where a Member assumes or assumed a senior role in another candidates' campaign against the Party's approved candidate in an election or by-election;
  - 3.2.3. where a Member became a Member of another federal political party, including signalling intention to join or having joined another federal political party;
  - 3.2.4. where a Member assumes or assumed a senior role, appointment, or employment with another federal political party, with or without becoming a member of that federal political party;
  - 3.2.5. where a Member appears to intend to run or campaign against the Party's approved candidate in an election or by-election;
  - 3.2.6. where a member violates any signed Declaration in a Candidate Nomination Application;
  - 3.2.7. where a member recruits Members to join activities which promote individuals seeking to run, or who are running, against any Party approved candidate in an election or by-election; and
  - 3.2.8. any other conduct judged improper or unbecoming a member of the Party.
- 3.3. Upon receipt of a request that the Secretariat Committee determines to be reasonably credible, the Secretariat Committee shall instruct the Executive Director to:
  - 3.3.1. collected all relevant information that is reasonably available to the Party and provide it to the Secretary;
  - 3.3.2. transmit the request to the Member affected for information in respect of the basis for the revocation and suspension proceeding with a request for a written response within seven (7) days; and
  - 3.3.3. if the process was not instituted by the EDA Board to which the member who is subject of the request belongs, transmit the request to the EDA Board to which the member who is subject of the request belongs with a request for their written response within seven (7) days;
  - 3.3.4. transmit a copy of all above referenced requests to the Secretariat Committee; and
  - 3.3.5. distribute any responses received to the members of the Secretariat Committee.
- 3.4. The Secretary shall call a meeting of the Secretariat Committee to take place within seven (7) days of the deadline for receiving the responses referred to in section 3.3. In the event that the Secretary is unable (as a result of a conflict on interest as per Section 3.5 or otherwise) or

Conservative Party of Canada By-Law for Rules and Procedures for Revocation and Reinstatement of Membership

unwilling to call a meeting, the Executive Director shall call it and any subsequent meetings needed to resolve the membership issue at hand.

- 3.5. At the meetings referred to in section 3.4, the Secretariat Committee shall consider the original request for a review, the responses described in section 3.3 and any other documentation or information it wishes to examine or consider, as long as the Member affected is reasonably informed of such other documentation or information and is allowed a reasonable opportunity to comment on it.
- 3.6. Subject to the provisions of the Constitution and this by-law, the Secretariat Committee shall determine the procedures to be followed in reviewing a request for membership revocation. In particular, and without limiting the generality of the foregoing, the Secretariat Committee may:
  - 3.6.1. meet and communicate with anyone separately or collectively;
  - 3.6.2. determine whether a written record of the proceedings is to be kept, or not;
  - 3.6.3. waive formal rules of evidence;
  - 3.6.4. require any representations to be held in confidence by all parties;
  - 3.6.5. obtain technical assistance or independent expert advice, subject to consideration of the costs to be incurred;
  - 3.6.6. call any person, in the presence of all parties to the dispute or matter by way of telephone or video conference facilities or otherwise, to make representations on the issue in dispute or matter to be determined;
  - 3.6.7. consider such written and/or oral representations as it may determine in its sole discretion;
  - 3.6.8. hear further from the Member (or its legal counsel or another member of the Party)) affected on such terms and conditions as the Secretariat Committee deems appropriate;
  - 3.6.9. may suspend or cancel a review where it is of the view that further consideration of the file is detrimental to the interests of the Party or that the mitigating factors merit its suspension or cancellation.
- 3.7. Unless the Secretariat Committee deems matter to be trivial, vexatious, made for an improper purpose, manifestly without substance or does not warrant further consideration, the Secretariat Committee shall prepare a report on the matter with a recommendation for National Council. The Secretary or the Executive Director shall transmit the report to the members of National Council and the Member affected.
- 3.8. Once the Secretariat Committee has transmitted a report under section 3.8, the President of National Council shall call a meeting of the National Council within seven (7) days with notice that the purpose of the meeting includes consideration of a report concerning revocation of a membership. A membership may only be revoked upon a 2/3 majority vote of those present and entitled to vote on the matter at the National Council unless the membership has been revoked as per section 4.1 or 4.2.
- 3.9. Where the National Council revokes a membership, the Executive Director shall inform the former member promptly in writing, and shall inform the former member of his or her right

Conservative Party of Canada By-Law for Rules and Procedures for Revocation and Reinstatement of Membership

to submit a complaint to the Arbitration Committee and of the manner in which the Chair or Vice-Chair of the Arbitration Committee may be contacted.

#### **4. AUTOMATIC MEMBERSHIP CANCELLATION**

- 4.1. The Leader, the Executive Director, the National Council or the Secretariat Committee are authorized to immediately revoke, without consultation with the Member, the membership of:
  - 4.1.1. the Party's parliamentary caucus member who crosses the floor to sit with another party; and
  - 4.1.2. a member who is a declared candidate for another federal political party, or a declared independent candidate, in an electoral district.
- 4.2. The entity which authorizes the revocation shall promptly notify the other authorized entities and the former Member of its decision to revoke the membership.

#### **5. SUSPENSION OF MEMBERSHIP RIGHTS PENDING REVIEW**

- 5.1. The Secretariat may decided to identify the Member whose membership is under review pursuant to Section 3.3 (in that the Secretariat Committee determined the report to be reasonably creditable) as "not in good standing" and the Secretariat Committee may choose to suspend one or more of the following membership rights of the Member:
  - 5.1.1. the right to stand for election to, or serve on, the EDA Board;
  - 5.1.2. the right to stand for election to, or serve on, the executive committee of an EDA;
  - 5.1.3. the right to attend a national convention;
  - 5.1.4. the right to stand for election as, or serve as, a delegate to national convention;
  - 5.1.5. the right to seek the nomination to be the Party's candidate in the next general election; and
  - 5.1.6. the right to be a candidate for National Council or serve on the National Counsel.
- 5.2. The Secretariat Committee will promptly inform the member of any decision under section 5.2.
- 5.3. Suspensions under Section 5.1 will end after 60 days unless the Secretariat Committee requests and receives the approval of the National Council to extend the suspension.
- 5.4. A member who has had membership rights suspended under Section 5.1 can by a letter to the President of National Council appeal the suspension to the National Council.
- 5.5. A suspension under section 5.1 ends when the Secretariat Committee closes a file or when National Council decides not to revoke or suspend a membership under section 4.
- 5.6. The National Council may defer any final decision on revocation and may extend the suspension period. Members who are suspended by the National Council are to be considered 'not in good standing' and privileges outlined in Sections 5.1 are also suspended.

#### **6. REINSTATEMENT OF MEMBERSHIP**

- 6.1. Any two members of the National Council may ask the Secretariat Committee to review and report on the status of a former member whose membership was revoked or suspended.

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- 6.2. Any member of the National Council who is a member of the Secretariat Committee and who participated in the deliberations of the Secretariat Committee on the matter may assist in presenting the report to National Council, but may not participate in debate nor vote on the matter at National Council.
- 6.3. The National Council may reinstate membership in the Party by a 2/3 majority vote of the National Council.

**7. DISPUTE RESOLUTION**

- 7.1. Subject to the provisions of this by-law, a decision of the National Council concerning membership suspension, revocation or reinstatement is final and binding and shall not be subject to further review.
- 7.2. In the event that National Council revokes or suspends the membership of a member, that former member / suspended member may file a complaint with the Arbitration Committee of the Party by way of notice to the Chair or Vice-Chair of the Arbitration Committee within seventy-two (72) hours of being informed of the decision of the National Council, on the basis that the requirements of the Constitution or this bylaw were not adhered to.
- 7.3. The National Council hereby refers to the Arbitration Committee, pursuant to Articles 19.4 of the Constitution, any unresolved dispute as to the exercise of the powers of the National Council to revoke, suspend or reinstate a membership.
- 7.4. For greater certainty, if any dispute whatsoever arises out of or is made in connection with the revocation, suspension or reinstatement of membership in the Party and remains unresolved, any such dispute shall be and is hereby referred to the Arbitration Committee of the Party for reference to a panel of the Arbitration Committee for consideration and decision, and the provisions of the Constitution and any rules and procedures of the Party related to dispute resolution shall apply to any such proceedings, including the application of Article 19.6 of the Constitution of the Party that the decision of any Arbitration Committee panel is final and binding and is not subject to appeal or review on any ground whatsoever.

**8. GENERAL**

- 8.1. The Executive Director shall maintain a registry of former members whose membership was revoked or suspended. That registry, at a minimum, shall list the name and last known address for each former member whose membership was revoked or suspended. It shall also contain the report prepared by the Secretariat Committee that led to the former member's membership being revoked or suspended.
- 8.2. No member or former member of the Party shall make a claim against any member of the Secretariat Committee or the National Council for any act or omission in the exercise of their duties in good faith under this by-law. Members of the Secretariat Committee and the National Council shall be indemnified by the Party for any costs or expenses incurred as a result of any action taken against any member of the Secretariat Committee or the National Council arising from acting in good faith as a member of the Secretariat Committee or the National Council hereunder.

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# CONSERVATIVE ASSOCIATION CONSTITUTION



Authorized by National Council as of March 18, 2023  
pursuant to Article 5 and Article 8.7.1  
of the Constitution of the Conservative Party of Canada.

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# CONSERVATIVE EDA CONSTITUTION

Authorized by National Council as of January 29, 2020 pursuant to Article 5 and Article 8.7.1 of the Constitution of the Conservative Party of Canada.

## 1. NAME

- 1.1 The name of the EDA is  
"Conservative Association" or such other name as has been approved by National Council.

## 2. DEFINITIONS

- 2.1 "**Annual General Meeting**" means a meeting of the members of the EDA at which Directors are elected, including, without limitation, a Virtual Annual General Meeting.
- 2.2 "**Auditor**" means the auditor of the EDA.
- 2.3 "**Board of Directors**" means the body provided for in Article 7 of the EDA Constitution.
- 2.4 "**Business Matters**" means, collectively, the business as set out in Article 6.5.
- 2.5 "**By-law**" means a by-law enacted by the Board of Directors pursuant to Article 16 of the EDA Constitution.
- 2.6 "**called for that purpose**" means a meeting for which notice to the Board of Directors was provided at least fourteen (14) days in advance and which notice included reference to the matter at issue. This meeting may be combined with a regular meeting of the Board of Directors, but the additional notice of the special agenda item(s) requires the additional notice period.
- 2.7 "**Candidate**" has the same meaning as set out in the Canada Elections Act.
- 2.8 "**Candidate of Record**" means the individual who served as the Party's Candidate in the Electoral district in the last federal general election or by-election, as applicable, in respect of the Electoral District.
- 2.9 "**Chief Executive Officer**" has the same meaning as set out in the Canada Elections Act.
- 2.10 "**Code of Conduct for Volunteers, EDA Staff and Campaign Staff**" means the Code of Conduct for Volunteers, EDA Staff and Campaign Staff as adopted by the National Council and amended from time to time.
- 2.11 "**Director**" means any member of the Board of Directors of the EDA.
- 2.12 "**EDA**" means the Conservative Association, as recognized by National Council pursuant to Article 5.2 of the Party Constitution.
- 2.13 "**EDA Constitution**" means this constitution of the EDA, as amended from time to time.
- 2.14 "**Electoral District**" means the electoral district.

- 2.15 **“Executive Committee”** means the body provided for in Article 8 of the EDA Constitution.
- 2.16 **“Financial Agent”** means the office provided for in Article 8.9 of the EDA Constitution.
- 2.17 **“Member” and “Membership”** means a member and the membership of the Party respectively, unless the context otherwise requires.
- 2.18 **“National Council”** means the National Council of the Party as provided for in the Party Constitution.
- 2.19 **“Party”** means the Conservative Party of Canada.
- 2.20 **“Party Constitution”** means the constitution of the Party, as amended from time to time.
- 2.21 **“President”** means the office provided for in Article 8.6 of the EDA Constitution.
- 2.22 **“Registered Participant”** means a member in good standing who indicates his / her intention to participate in a Virtual Annual General Meeting seven days in advance of any Virtual Annual General Meeting.
- 2.23 **“Returning Officer”** means the Executive Director of the Party or his / her designate who has the responsibility to conduct the voting process for the Board of Directors and other duties as identified herein.
- 2.24 **“Secretary”** means the office provided for in Article 8.8 of the EDA Constitution.
- 2.25 **“Special General Meeting”** means a meeting of the members called for the purposes of an election (including a delegate selection meeting) or a referendum vote pursuant to the EDA Constitution and the Party Constitution.
- 2.26 **“Vice-President”** means the office provided for in Article 8.7 of the EDA Constitution.
- 2.27 **“Virtual Annual General Meeting”** means an Annual General Meeting conducted by telephone and / or video conference and / or in person where all invited participants are unable to meet in the same physical location.

### 3. **OBJECTIVES**

- 3.1 The EDA is guided by the following objectives:
- 3.1.1 supporting and promoting the principles, objectives and policies of the Party and maintaining an effective EDA for that purpose;
- 3.1.2 providing organizational and financial support to the Party’s Candidate / Member of Parliament in Electoral District, in accordance with Article 14.3 of the Party Constitution;
- 3.1.3 raising money and maintaining a fund to support the EDA and assist candidates;
- 3.1.4 actively identifying potential supporters and recruiting new members;

- 3.1.5 encouraging the participation and recruitment of youth; and,
- 3.1.6 facilitating, supporting and maintaining an ongoing policy discussion within the Party.

#### **4. MEMBERSHIP**

- 4.1 Membership in the Party is open to every citizen or permanent resident of Canada who satisfies the requirements of the Party Constitution.
- 4.2 Pursuant to Article 4.3 of the Party Constitution, the Party maintains a National Membership Program that contains the names of every member of the Party.
- 4.3 The recruitment and retention of members of the Party is a joint responsibility of the EDA and the Party. In support of that endeavour, the EDA is responsible to submit to Party headquarters any applications for membership and any associated remittances on a monthly basis at a minimum.
- 4.4 The EDA shall request the list of members from Party headquarters at least five (5) days in advance of any date required for eligibility purposes.
- 4.5 The names of every member of the Party who resides within the Electoral District shall be made available to the EDA through the National Membership Program.

#### **5. VOTING**

##### ***Simple Majority is Default***

- 5.1 Unless otherwise stated herein, motions require a simple majority of those present and voting to pass.

##### ***Minimum Membership Period***

- 5.2 Participation in any meeting of the EDA is subject to a minimum membership period of twenty-one (21) days unless specifically otherwise set by National Council pursuant to Article 4.2 of the Party Constitution.

##### ***Proxy Voting***

- 5.3 Proxy voting is not permitted.

##### ***Identification Requirement***

- 5.4 For the purposes of accrediting members at Annual General Meetings or Special General Meetings, members are required to prove identity, residence, and eligibility as specified in Article 4 of the Party Constitution:
  - 5.4.1 one original piece of identification, as set out by by-law or the leadership election organizing committee, as the case may be, issued by a Canadian federal, provincial

or territorial government agency containing the member's photograph, name and address, or

5.4.2 two original pieces of identification, set out by by-law or the leadership election organizing committee, as the case may be, both of which contain the member's name, one of which contains the member's photograph and one of which contains the member's address.

5.5 Identification requirements shall be subject to the exercise of discretion by the returning officer or equivalent to waive specific requirements where exceptional circumstances warrant including challenges regarding identification in remote communities and members of homeless and transitional housing populations.

### ***Special Voting Provisions for Virtual Annual General Meetings***

5.6 Notwithstanding any other provisions hereof, for Virtual Annual General Meetings:

5.6.1 voting on Business Matters, excluding the election of the Board of Directors, presented at a Virtual Annual General Meeting will be considered adopted unless a simple majority of Registered Participants voice their opposition;

5.6.2 voting for Board of Directors at a Virtual Annual General Meeting will be conducted by the Returning Officer;

5.6.3 the Returning Officer will determine the most appropriate method of conducting the vote for Board of Directors. This vote may be done by one of the following methods

5.6.3.1 email ballot,

5.6.3.2 internet survey platform, or

5.6.3.3 in-person ballot; and

5.6.4 only Registered Participants may vote for Board of Directors at a Virtual Annual General Meetings.

## **6. MEETINGS OF THE EDA**

### ***Convening Meetings***

6.1 Subject to the provisions of the EDA Constitution, meetings of the EDA shall be convened by the President as required.

### ***Chair of Meetings***

6.2 The President, or his or her designate, shall chair all meetings of the EDA including, without limitation, the Annual General Meetings and delegate selection meetings.

### ***Annual General Meeting***

6.3 Unless otherwise required by National Council, the EDA shall convene one (1) Annual General

Meeting each calendar year which in all cases shall be no earlier than nine (9) months after the last Annual General Meeting and no later than fifteen (15) months after the last Annual General Meeting.

- 6.3.1 The Notification (Section 11) and scheduling of Annual General Meetings must be done in consultation with the Executive Director of the Party or his/her designate.
- 6.4 National Council may call an Annual General Meeting of the EDA at its complete and sole discretion, including at the next meeting of National Council following the receipt by National Council of a petition requesting such a meeting that is signed by a minimum of three-tenths (3/10) of the EDA's membership.
- 6.5 The following business shall be conducted at an Annual General Meeting:
  - 6.5.1 report by the President on behalf of the Board of Directors;
  - 6.5.2 presentation of financial statements;
  - 6.5.3 appoint the Auditor;
  - 6.5.4 presentation of nominations committee report;
  - 6.5.5 election of Directors;
  - 6.5.6 review the Code of Conduct for Volunteers, EDA Staff and Campaign Staff;
  - 6.5.7 other business as required; and
  - 6.5.8 presentation of election readiness plan.
- 6.6 "Other business" may include, without limitation, the following:
  - 6.6.1 presentation of the Candidate / Candidate of Record / Member of Parliament report; and
  - 6.6.2 EDA Constitutional amendments if applicable which should precede Article 6.5.4. (Presentation of Nominations Committee Report) and Article 6.5.5 (Election of Directors).

### ***Special General Meeting***

- 6.7 The Board of Directors may call a Special General Meeting of the EDA.
  - 6.7.1 The Notification (Section 11) and scheduling of Special General Meetings must be done in consultation with the Executive Director of the Party or his/her designate.
- 6.8 National Council may call a Special General Meeting of the EDA at its sole and complete discretion.

### ***Meetings of the EDA***

- 6.9 All meetings of the EDA must comply with any and all Public Health Orders and / or meeting and event directives from National Council.

## **7. BOARD OF DIRECTORS**

### ***Purpose of the Board of Directors***

- 7.1 The Board of Directors shall, subject to the EDA Constitution and input from members, manage and direct the affairs of the EDA.
- 7.2 The Board of Directors shall annually prepare, based on recommendations of the Executive Committee, a strategic election readiness plan outlining key strategies and action plans that are consistent with and are designed to achieve the objectives of the EDA. This plan shall be a living document and reviewed a minimum of once annually. It shall be updated for the period remaining until the expected time of the next federal election. A summary of this plan shall be presented to each Annual General Meeting of the EDA.

### ***Eligibility to Stand for Election to the Board of Directors***

- 7.3 Subject to any minimum periods of membership that may be set pursuant to Article 4.2 of the Party Constitution and in the Membership By-law set out by National Council, any Member may stand for election to the Board of Directors at an Annual General Meeting.

### ***Rules for the Election of the Board of Directors***

- 7.4 The following rules apply:
- 7.4.1 elections for the Board of Directors may not proceed without the opportunity for nominations from the floor;
  - 7.4.2 each nominee must have the opportunity to speak, with the Chair to determine the speaking time allotted;
  - 7.4.3 each nominee must complete the Affirmation of Office (Appendix "A");
  - 7.4.4 if there are more nominees than the maximum set out in Article 7.8, the election will proceed by secret ballot, otherwise all nominees shall be acclaimed; and
  - 7.4.5 in the case of a tie, the tie shall be broken by drawing lots.

### ***Rules for the Election of the Board of Directors at a Virtual Annual General Meeting***

- 7.5 Notwithstanding Article 7.4, in the case of a Virtual Annual General Meeting, the following rules apply:
- 7.5.1 a proposed slate of directors shall be provided to all members as part of the Notification (Articles 11.6 – 11.9);
  - 7.5.2 Registered Participants may nominate additional members to the proposed slate of directors presented by the Nominating Committee;
  - 7.5.3 nominations close 48 hours prior to the Virtual Annual General Meeting;
  - 7.5.4 each nominee must complete the Affirmation of Office (Appendix "A");

- 7.5.5 if there are more nominees than the maximum set out in Article 7.8, the election will proceed by at the discretion of and under the direction of the Returning Officer, otherwise all nominees shall be acclaimed; and
- 7.5.6 in the case of a tie, the tie shall be broken by drawing lots.

### ***Membership of the Board of Directors***

- 7.6 The Board of Directors shall be comprised of:
- 7.6.1 in a voting capacity, the Directors elected pursuant to this Article 7; and
- 7.6.2 in a voting capacity, the Member of Parliament for the Electoral District;
- 7.6.3 in a voting capacity, the Candidate of the Electoral District (for greater certainty, in the instance of a retiring Member of Parliament and a new Candidate, they shall both be voting members of the Board of Directors);
- 7.6.4 in a voting capacity at the discretion of the Board of Directors until the commencement of a nomination process, the Candidate of Record for the Electoral District where the Candidate of Record meets the membership requirements; and
- 7.6.5 in a non-voting ex-officio capacity:
- 7.6.5.1 the member(s) of National Council from that province, territory or region, as the case may be; and
- 7.6.5.2 the President of National Council or his/her designate.

### ***Non-Resident Members of the Board of Directors***

- 7.7 One in every five (5) Directors or portion thereof, to a maximum of six (6), may be members of the Party resident in another electoral district.

### ***Total Number of Board of Directors***

- 7.8 The total number of elected Directors shall not exceed thirty (30).

### ***Term of the Board of Directors***

- 7.9 The term of office of the Directors lasts until elections have occurred at the next Annual General Meeting.

### ***Election of Replacement Member of the Board of Directors***

- 7.10 If a Director ceases to hold office, the Board of Directors may by simple majority of those Directors present and voting elect a replacement Director from the membership.

### ***Election of Additional Members to the Board of Directors***

- 7.11 At a meeting called for that purpose, the Board of Directors may by a two-thirds (2/3) vote of those present and voting elect additional voting Directors to the Board of Directors between Annual General Meetings to the maximum set out in Article 7.8.



## ***Removal of Members to the Board of Directors***

- 7.12 At a meeting called for that purpose, the Board of Directors may elect on a two-thirds (2/3) vote of those present and voting to remove a Director who has missed three (3) consecutive regularly scheduled meetings of the Board of Directors without prior notice or whose conduct is judged improper or unbecoming, or likely to adversely affect the interest or reputation of the EDA or the Party.

## ***Meetings of the Board of Directors***

- 7.13 The Board of Directors shall meet at least quarterly at the call of the Secretary as directed by the President or upon receipt by the Secretary of a written request of at least five (5) Directors.
- 7.14 Meetings of the Board of Directors may be held via teleconference or face-to-face, or by a combination thereof.

## ***Quorum and Voting***

- 7.15 A quorum of the Board of Directors is four-tenths (4/10) of the Directors.
- 7.16 If two (2) consecutive meetings are unable to conduct business due to an absence of a quorum, the next meeting may proceed with a quorum of one-quarter (1/4) of the elected Directors, provided Directors are given at least fourteen (14) days notice of the potential application of this provision before that meeting.
- 7.17 The Board of Directors may vote by e-mail for financial decisions.

## **8. EXECUTIVE COMMITTEE**

### ***Purpose of the Executive Committee***

- 8.1 The Executive Committee shall manage and direct the day-to-day affairs of the EDA, subject to the provisions of the Party Constitution and direction from the Board of Directors.

### ***Membership of the Executive Committee***

- 8.2 The Executive Committee shall be comprised of:
- 8.2.1 the President,
  - 8.2.2 the Vice-President,
  - 8.2.3 the Secretary,
  - 8.2.4 the Financial Agent; and
  - 8.2.5 at least one (1) but not more than three (3) additional Directors.

Any additional Executive Committee members will normally be those members of the Board of Directors with specific responsibilities such as Election Readiness Chair, Membership Chair, Fundraising Chair, and the like.

- 8.3 The Member of Parliament and/or Candidate for the Electoral District shall be an automatic member of the Executive Committee in a non-voting ex-officio capacity and, for clarity, cannot be elected to the Executive Committee in a voting capacity or to an office.

### ***Election of the Executive Committee***

- 8.4 Within twenty-one (21) days after an Annual General Meeting, the Board of Directors shall by simple majority of those Directors present and voting individually elect the members of the Executive Committee, all of whom except the Financial Agent must be Directors.
- 8.4.1 in the case of a tie, the tie shall be broken by drawing lots.
- 8.5 Within thirty (30) days after the Annual General Meeting, the President shall complete the required Elections Canada paperwork to update their records of the new Board of Directors.
- 8.6 In the event of a vacancy, at a meeting called for that purpose, the Board of Directors may by simple majority of those Directors present and voting elect a new member of the Executive Committee to fill the vacancy, who except the Financial Agent must be a Director.

### ***Role of President of the EDA***

- 8.7 The President shall preside at all meetings of the EDA, Board of Directors and Executive Committee, and may serve as an ex officio member of all committees except the Candidate Nomination Committee. The President shall oversee the management and administration of the business and affairs of the EDA.

### ***Role of Vice-President of the EDA***

- 8.8 The Vice-President shall have such duties as are assigned by the Board of Directors or the President, and shall assume and perform the duties of the President in the absence or incapacity of the President.

### ***Role of Secretary of the EDA***

- 8.9 The Secretary shall be the custodian of all non-financial EDA records and documents, and all by-laws of the EDA. The Secretary shall prepare and maintain minutes of meetings of the EDA, the Board of Directors and the Executive Committee; shall call meetings upon the direction of the President; and shall have such duties as are assigned by the Board of Directors or the President.

### ***Role of Financial Agent of the EDA***

- 8.10 The Financial Agent is responsible for the assets and administration of the financial transactions of the EDA. The Financial Agent shall have such other duties as are assigned by the Board of Directors or the President, and shall carry out the responsibilities of, and be designated as, the EDA's "financial agent" under the Canada Elections Act. The Financial Agent is a voting member of the Executive Committee and is a voting member of the Board of Directors if he or she was elected to the Board of Directors.

### ***Designation as Chief Executive Officer***

- 8.11 The President shall be designated as the Chief Executive Officer for the purposes of the Canada Elections Act, unless the Board of Directors appoints by simple majority of those Directors present and voting a different member of the Executive Committee as Chief Executive Officer.

### ***Term Limits of the President and Vice-President***

- 8.12 The Board of Directors may not elect the same person as President or Vice-President more than three years out of a four-year cycle.

### ***Reporting of Election / Appointment of Financial Agent***

- 8.13 The election/appointment of a Financial Agent shall be reported to the Chief Electoral Officer in accordance with the provisions of the Canada Elections Act.

### ***Removal of Member of Executive Committee***

- 8.14 At a meeting called for that purpose, any member of the Executive Committee may be removed from their executive position by a simple majority of the total number of the directors.

### ***Return of Record, Materials and Property of the EDA***

- 8.15 Upon ceasing to hold office, Executive Committee members shall promptly deliver to their successors, the President or the Vice-President of the EDA, all records, materials and property in their possession, which belong to the EDA.

### ***Meetings of the Executive Committee***

- 8.16 The Executive Committee shall meet at the call of the President or upon written request to the Secretary by a simple majority of the Executive Committee members.
- 8.17 Meetings of the Executive Committee may be held via teleconference or face-to-face, or by a combination thereof.
- 8.18 At each meeting of the Board of Directors, the Secretary shall provide, as information, the minutes of the most recent meeting of the Executive Committee meeting, unless such minutes have already been presented to the Board of Directors. The Financial Agent shall provide a financial update of the EDA's current finances for the review of the Board of Directors as part of their regular report.

### ***Quorum and Voting of the Executive Committee***

- 8.19 A quorum of the Executive Committee is a simple majority of its members.
- 8.20 The Executive Committee may vote by e-mail for financial decisions.

### ***Affirmation of Office by Members of the Executive Committee***

- 8.21 Members of the Executive Committee shall complete the Affirmation of Office (Appendix "B") at the first meeting of the Board of Directors following the Annual General Meeting.

## 9. COMMITTEES

### ***Director Nominating Committee***

- 9.1 The Board of Directors shall establish a Director Nominating Committee whose purpose will be to identify and recruit qualified persons willing to serve the EDA as Directors. The Director Nominating Committee shall report on such matters at every Annual General Meeting.

### ***Candidate Nomination Committee***

- 9.2 When directed to do so by National Council, the Board of Directors shall appoint a Candidate Nomination Committee for the purpose of recruiting potential nomination contestants and administering the candidate selection process.
- 9.3 Prior to appointment, committee members must agree to maintain neutrality with respect to the nomination process and all potential nomination contestants and shall complete the Affirmation of Neutrality (Appendix "C") and agree not to seek the nomination themselves in this Electoral District or any others.
- 9.4 Any member of the Board of Directors, after indicating to the Executive Director or their designate, in writing, an intent to seek the nomination as a candidate in an upcoming federal election or by-election, in any Electoral District, shall take a leave of absence as a Director and may only resume duties of a Director when they are no longer a contestant for the nomination for the election or by-election, as the case may be.
- 9.5 All approved nomination contestants (as listed by the nominations committee) shall be invited to attend meetings of the Board of Directors; however, nomination contestants shall not be permitted to participate in any discussions or deliberations regarding the nomination.
- 9.6 The Party will provide rules and procedures for recruiting, selecting and training candidates.
- 9.7 A person seeking nomination as a candidate shall present to the committee all documentation as required by the Party, and meet membership and all other requirements as specified by the Party.

### ***Other Committees***

- 9.8 The Board of Directors may establish such other committees and chairs of such committees as are required for the efficient operation of the EDA including but not limited to:
- 9.8.1 policy committee;
  - 9.8.2 constitutional committee;
  - 9.8.3 election readiness committee;
  - 9.8.4 fundraising committee; and
  - 9.8.5 membership committee.

## ***EDA Management***

- 9.9 The Board of Directors shall, under the leadership of the Executive Committee and in accordance with Party requirements, carry out such actions as are necessary to meet the objectives of the EDA.
- 9.10 The EDA shall utilize information management systems developed by the Party to ensure the consistent and effective management of events, fundraising, voter support levels, volunteers, membership and other campaign related information.

## **10. FINANCIAL MANAGEMENT**

- 10.1 The EDA shall operate in accordance with the Canada Elections Act.
- 10.2 The Financial Agent or Secretary, as the case may be, shall promptly send to Party headquarters a copy of every document filed with Elections Canada or the Canada Revenue Agency.
- 10.3 The Financial Agent shall, within fourteen (14) days of receiving a written request for financial documentation from the Chief Agent of the Party (as defined in Article 9 of the Party Constitution) which may be delegated to staff of the Party, send to the Chief Agent any financial document so requested.
- 10.4 As per Article 9.4 of the Constitution of the Conservative Party of Canada, "Electoral district associations and affiliated organizations shall provide such financial information to the Conservative Fund Canada as National Council may require".

## **11. NOTICES**

### ***Who Must Send the Notice***

- 11.1 Notice of all Annual General Meetings or Special General Meetings of the EDA shall be sent to all members and the National Councillor(s) of the Electoral District from one (1) or both of the following:
- 11.1.1 the Secretary or other persons at the direction of the Secretary; or
  - 11.1.2 Party headquarters.

### ***Notice for a Annual General Meetings or Special General Meetings***

- 11.2 Notice of Annual General Meetings or Special General Meetings of the EDA shall be sent to all members and the National Councillor(s) of the Electoral District via one (1) of the following:
- 11.2.1 Regular mail sent to the member's address of record;
  - 11.2.2 E-mail sent to the member's e-mail address of record (if the e-mail is returned it will be deemed not to have been sent as the address is no longer valid); or
  - 11.2.3 Phone call to the member's phone number of record.

- 11.3 Notice of all Annual General Meetings and Special General Meetings shall be provided to Party headquarters.
- 11.4 Notice of all Annual General Meetings or Special General Meetings of the EDA shall be sent not fewer than fourteen (14) days and not more than forty-five (45) days prior to the meeting, subject to the power of National Council to waive these requirements.
- 11.5 Each notice shall include the date, time and location of the meeting, and a list of the matters to be dealt with at the meeting.

### ***Notice for a Virtual Annual General Meeting***

- 11.6 Notwithstanding Article 11.2, Notice of a Virtual Annual General Meeting of the EDA shall be sent to all members via one (1) of the following:
  - 11.6.1 Regular mail sent to the member's address of record; or
  - 11.6.2 E-mail sent to the member's e-mail address of record (if the e-mail is returned it will be deemed not to have been sent as the address is no longer valid).
- 11.7 Notwithstanding Article 11.4, Notice of all Virtual Annual General Meetings of the EDA shall be sent not fewer than twenty-one (21) days and not more than forty-five (45) days prior to the meeting, subject to the power of National Council to waive these requirements.
- 11.8 Notwithstanding Article 11.5, Notice of all Virtual Annual General Meetings of the EDA shall include the following;
  - 11.8.1 registration process for Registered Participants
  - 11.8.2 list of eligible candidates for Board of Directors as provided by the Nominating Committee, or those that have indicated their willingness to stand for election to the Returning Officer.
  - 11.8.3 the date and time of the Virtual Annual General Meeting, and a list of matters to be dealt with at the meeting.

### ***Timeline for Notice for Board of Directors Meetings***

- 11.9 Notice of Board of Directors meetings shall be sent to all Directors and the National Councillor(s) of the Electoral District. Board of Directors meetings require at least five (5) days notice, unless the requirement is waived at the meeting by a motion supported by two-thirds (2/3) of the directors present and voting.

### ***Reminder Notices***

- 11.10 Reminder notices of all meetings of the EDA may be sent to all members via any telephonic or electronic means of communication, as appropriate.

## 12. **EDA REPORTING TO THE PARTY**

### ***Contact Information for Directors***

- 12.1 After the election or re-election of a Director, the following shall be promptly provided to Party headquarters:
- 12.1.1 first and last name;
  - 12.1.2 mailing address;
  - 12.1.3 phone number, if applicable; and
  - 12.1.4 email address, if applicable.

### ***Contact Information for Executive Committee Members***

- 12.2 After the election or re-election of an Executive Committee member, the following shall be promptly provided to Party headquarters:
- 12.2.1 first and last name;
  - 12.2.2 mailing address;
  - 12.2.3 phone number, if applicable; and
  - 12.2.4 email address, if applicable.

### ***Name of the Chief Executive Officer, Financial Agent and Auditor***

- 12.3 Party headquarters shall be promptly provided with the name of the Executive Committee member designated Chief Executive Officer, Financial Agent and Auditor, and Party headquarters shall promptly be informed whenever there is a change in the member so designated.

### ***Notice of Annual General Meetings and Special General Meetings***

- 12.4 Pursuant to Article 11.3, notice of all Annual General Meetings and Special General Meetings shall be provided to Party headquarters.

### ***Information Following Annual General Meetings***

- 12.5 The following shall promptly be provided to Party headquarters after every Annual General Meeting:
- 12.5.1 the draft minutes of the Annual General Meeting;
  - 12.5.2 the annual financial report of the EDA; and,
  - 12.5.3 a copy of any resulting correspondence with Elections Canada.

## 13. **AMENDMENTS**

### ***Amendments to the EDA Constitution by National Council***

- 13.1 Amendments to the EDA Constitution made by National Council under Article 8.7.1 of the Party Constitution are deemed to be in effect the day they are passed by National Council and are not subject to the remainder of Article 13 of the EDA Constitution.

### ***Amendments to the EDA Constitution by the Board of Directors***

- 13.2 A motion to amend the EDA Constitution may only be brought by the Board of Directors, or twenty-five (25) members of the EDA and may only involve Articles 1, 7.7, 7.8, 7.9 or 8.
- 13.3 The Board of Directors shall submit any proposed amendment satisfying the criteria in Article 13.2 of the EDA Constitution to National Council or its designate at least forty-five (45) days prior to an Annual General Meeting.
- 13.4 The submission shall include the wording of the proposed amendment; a brief rationale for the amendment; and the time, date and location of the Annual General Meeting.
- 13.5 National Council or its designate may approve, disallow or alter a proposed amendment. A proposed amendment which is approved or altered may be moved, as approved or altered, at the next Annual General Meeting.
- 13.6 The motion to amend the EDA Constitution, including the proposed wording of the amendment, shall be included in the notice sent pursuant to Article 11 of the EDA Constitution.
- 13.7 A motion to amend the EDA Constitution must be approved by two-thirds (2/3) of the members present and voting at the Annual General Meeting.
- 13.8 Not more than fourteen (14) days after voting on a motion to amend the EDA Constitution, the EDA shall deliver to National Council or its designate the result of the motion and, if applicable, a copy of the EDA Constitution, as amended.

### ***Amendment Not Valid if Non-Compliant***

- 13.9 No amendment to the EDA Constitution by the Board of Directors is effective unless it complies with the provisions of this Article 13.

## **14. FISCAL YEAR**

- 14.1 The fiscal year of the EDA shall be from 1 January to 31 December of each year.

## **15. DUTY TO UPHOLD CONSTITUTION**

- 15.1 It shall be the duty of the Board of Directors to uphold and enforce the provisions of the EDA Constitution.



## **16. RULES OF ORDER AND BY-LAWS**

- 16.1 Subject to what may be set out by National Council, the Board of Directors may adopt rules of order to be followed at board meetings and executive committee meetings. Absent the adoption of any rules of order or to the extent not provided by such rules or not provided by the requirements of National Council, the board and the executive committee shall follow Robert's Rules of Order Newly Revised.
- 16.2 The Board of Directors may adopt by-laws with respect to the operation of the EDA, and which do not conflict with the EDA Constitution, the Party Constitution, the Canada Elections Act or decisions of National Council. The Secretary shall keep copies of such by-laws and copies shall be sent to Party headquarters. An EDA by-law only becomes valid and in effect when registered with Party headquarters.
- 16.3 At a meeting called for that purpose, a simple majority vote of Board of Directors present and voting can adopt, amend or repeal a by-law.
- 16.4 By-laws supersede rules of order.
- 16.5 A decision or action of the Board of Directors shall not contravene a by-law.
- 16.6 By-laws remain in force until repealed or amended by the Board of Directors.

## **17. LIABILITY**

- 17.1 When acting within the scope of their authority, no Director of an EDA shall be liable for any debts, actions, claims, demands, liabilities or commitments of any kind made by the EDA. The EDA shall indemnify and hold harmless each such Director, against any such debt, action, claim, demand, liability or commitment whatsoever.

## **18. INTERPRETATION**

- 18.1 The EDA Constitution is to be interpreted and read subject to the provisions of the Canada Elections Act. Unless the context otherwise requires, words and phrases used in the EDA Constitution have the same meaning as in the Canada Elections Act. To the extent there is a conflict between any provision of the EDA Constitution and the Canada Elections Act, the latter shall prevail.
- 18.2 Subject to Article 18.1 of the EDA Constitution, the Party Constitution shall govern the affairs of the Party and the EDA and in the event of any conflict between the EDA Constitution and the Party Constitution, the latter shall prevail.
- 18.3 Subject to Article 19 of the Party Constitution in respect of Dispute Resolution, National Council shall be the final authority in all matters that require interpretation of the EDA Constitution.

# Appendix 'A'

## Written Affirmation of Office for Director

I, \_\_\_\_\_, affirm that I will keep the affairs and plans of the EDA and the Party confidential, that I will keep any personal information respecting members strictly confidential and that I will perform the duties of a Director of the EDA honestly and justly in conformity with the EDA and the Party constitutions.

Signature:

Date:

# Appendix “B”

## Written Affirmation of Office for Executive Committee Officer

I, \_\_\_\_\_, affirm that I will keep the affairs and plans of the EDA and the Party confidential, that I will keep any personal information respecting members strictly confidential and that I will perform the duties of an Officer of the EDA honestly and justly in conformity with the EDA and the Party constitutions.

Failure to complete this affirmation will be taken as a resignation from the Executive Committee.

Signature:

Date:

## **Appendix “C”**

### **Written Affirmation of Neutrality for Candidate Nomination Committee Members**

I, \_\_\_\_\_, affirm that I will remain neutral and impartial as a member of the Candidate Nomination Committee and that I will keep confidential any matters relating to this process. I will also keep all personal information regarding potential candidates strictly confidential and will perform my duties as set out in the nomination rules to the best of my abilities.

Failure to complete this affirmation will be taken as a resignation from the Candidate Nomination Committee.

Signature:

Date:

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# **Conservative Party of Canada Rules and Procedures for Candidate Nominations**



**Adopted by National Council on September 26<sup>th</sup>, 2020**

**Amended by National Council on March 19<sup>th</sup>, 2022**

**Amended by National Council on June 18<sup>th</sup>, 2022**

**Amended by National Council on June 3<sup>rd</sup>, 2023**

**Amended by National Council on August 10<sup>th</sup>, 2023**

**Amended by National Council on January 17<sup>th</sup>, 2024**

## RULES AND PROCEDURES FOR CANDIDATE NOMINATIONS

### 1) DEFINITIONS

a) In these Rules

- i. "Applicant" means any person who has submitted an Application to become a Nomination Contestant;
- ii. "Application" means the documents as set out in Section 7 of these Rules and shall include both complete and incomplete packages;
- iii. "Candidate" means the Conservative Party of Canada candidate for Parliament in an Electoral District;
- iv. "Close of Nominations" means the deadline for submission of Applications which shall be at 5:00pm ET fourteen (14) days after the Closing Notice is given;
- v. "Closing Notice" means the notice described in Section 5 of these Rules;
- vi. "CNC" means the Electoral District Candidate Nomination Committee as set out in Section 11 of the EDA Constitution;
- vii. "CNC Chair" means the chairperson of the CNC as described in Section 4 of these Rules;
- viii. "CNC Interview" means the interview conducted by the CNC with the Applicant;
- ix. "EDA" means the Conservative Party of Canada Electoral District Association;
- x. "EDA Board" means the board of directors of a Conservative Party of Canada Electoral District Association as set out in Section 7 of the EDA Constitution;
- xi. "Electoral District" means a federal electoral district as defined by the Parliament of Canada;
- xii. "Executive Director" means the Executive Director of the Conservative Party of Canada as set out in Section 10.4 of the Party Constitution;
- xiii. "MP" means a Member of Parliament who is a member of the Conservative Party of Canada caucus;
- xiv. "National Council" means the National Council of the Conservative Party of Canada;
- xv. "National Councillor" means the individual members of the National Council of the Conservative Party of Canada;
- xvi. "NCSC" means the National Candidate Selection Committee as set out in Section 14.1 of the Party Constitution;

- xvii. “Nomination Contestant” means any person who meets the criteria set out in Section 7 of these Rules;
- xviii. “Nomination Meeting” means the meeting or meetings where the Candidate is selected as set out in Section 9 of these Rules;
- xix. “Nomination Meeting Notice” means the notice described in Section 10 of these Rules;
- xx. “Opened” means that the Electoral District nomination processes is formally in a state where the Executive Director pursuant to these Rules can issue the Closing Notice at any time and Applications are welcomed;
- xxi. “Party” means the Conservative Party of Canada;
- xxii. “Party Headquarters” means the primary office of the Conservative Party of Canada; and
- xxiii. “RO” means the appointed returning officer described in Section 9(f) of these Rules.

## 2) GENERAL

- a) These Rules for candidate nominations have been adopted by the National Council for use by the EDAs of the Party pursuant to Article 8.7.2 of the Constitution.
- b) National Council hereby recognizes the NCSC to act pursuant to Article 14.1 of the Constitution and to provide general supervision over the nomination process.
- c) Pursuant to Article 14.1 of the Constitution of the Party, the NCSC has the absolute discretion to disallow an Applicant, Nomination Contestant, or Candidate.

## 3) APPLICATION PROCESS

### Electoral District held by an MP elected by means of a By-Election

- a) Where an MP is elected by means of a by-election after the September 20, 2021 general election, the MP shall be automatically acclaimed as the Candidate for the upcoming General Election and the EDA shall not be required to form a CNC.

### Electoral District held by an MP

- b) MPs elected in the September 20, 2021 general election must notify the Executive Director by May 15, 2022 of their intention to be the candidate in their electoral district in the Next General Election. Upon receipt of the notice, the MP’s electoral district will not be opened for a nomination in 2022. If notice is not provided, that electoral district will be opened on June 15, 2022.
- c) In subsequent years, electoral districts held by MPs will be opened on February 1 and each EDA shall form a CNC to carry out a nomination unless the MP meets the following criteria:
  - i. His or her EDA has raised \$15,000 between January 1 through to December 31 of the prior calendar year, *and*
  - ii. He or she (or their spouse as defined by federal law and the provincial or territorial law in which the couple is resident) has donated the allowable maximum to his or her EDA in the prior calendar year,



*and*

- iii. He or she (or their spouse as defined by federal law and the provincial or territorial law in which the couple is resident) has donated the allowable maximum in the prior calendar year to the Party.
- d) In consultation with the National Councillor (s) of the affected province/territory, NCSC may waive any and all of the requirements set out in Section 3 c (i-iii)
- e) Nothing in Section 3 shall limit NCSC and National Council in their respective roles and authorities as provided for in the Constitution and in these Rules including the ability to disallow a candidate.
- f) National Council shall approve additional rules and procedures to determine the status of an MP where an Electoral District's boundaries change as a result of Electoral Boundaries Readjustment Act.

All Other Electoral Districts

- g) Where neither an MP was elected by means of a by-election nor the Electoral District is held by an MP, the Electoral District is Opened as of the date of the adoption these Rules by National Council.

Close of the Nominations

- h) The Close of Nominations shall be at 5:00pm ET fourteen (14) days after the Closing Notice is given.

Application Process for Application submitted prior to the Closing Notice

- i) Applications may be submitted prior to the Closing Notice and will be reviewed for completeness by the Executive Director or their designate within seven (7) days after receipt if the Closing Notice has been issued, except where a waiver is granted by the NCSC to allow for more time to review the Application. A complete Application is not an assurance that the Applicant will be permitted to contest the nomination.
- j) If an Application which is deemed by the Executive Director or their designate to be complete is received by the Executive Director or their designate prior to the Closing Notice and prior to the appointment of the CNC in that EDA, the EDA will have seven (7) days after the receipt of the complete Application to constitute the CNC.
  - i. If the CNC is constituted within seven (7) days of receipt of the complete Application, the CNC will complete the CNC Interview. The CNC shall advise the Executive Director or their designate within one (1) day of the CNC Interview as to whether or not the CNC recommends to the NCSC the approval of the Applicant to contest the nomination.
  - ii. If the CNC has not been constituted within seven (7) days of receipt of the complete Application, the NCSC shall review the Application and conduct the Applicant interview process. In this case, no CNC Interview will take place.
- k) If an Application which is deemed by the Executive Director or their designate to be complete is received by the Executive Director or their designate prior to the Closing Notice where the Applicant requests that their Application be reviewed in confidence for professional or personal reasons that the NCSC deems reasonable, the NCSC shall review the Application, conduct the Applicant interview process and render a decision. Once Closing Notice is given, the Applicant will be asked to meet with the CNC to give the CNC an opportunity to meet and become familiar with the Applicant.

- l) Within a reasonable time of the conclusion of the above process, the NCSC shall decide whether to invite the Applicant to contest the Nomination or decline the Applicant's application to contest the Nomination. This decision shall be communicated to the CNC, if applicable, and Applicant by the Executive Director or their designate without reasons

Application Process for Application submitted subsequent to the Closing Notice

- m) Applications submitted subsequent to the Closing Notice will be reviewed for completeness by the Executive Director or their designate within seven (7) days of receipt, except where a waiver is granted by the NCSC to allow for more time to review the Application. A complete Application is not an assurance that the Applicant will be permitted to contest the nomination.
- n) The Applicant who submits his or her complete Application after the Closing Notice is given but before the Close of Nominations shall be interviewed by the CNC within seven (7) days after it is determined that the Application is complete. If the CNC has not been constituted within seven (7) days of the Closing Notice, the NCSC shall review the Application and conduct the Applicant interview process. In this case, no CNC Interview will take place.
- o) The CNC shall advise the Executive Director or their designate within one (1) day of the CNC Interview as to whether or not the CNC recommends to the NCSC the approval of the Applicant to contest the nomination.
- p) Within a reasonable time of the conclusion of the above process, the NCSC shall decide whether to invite the Applicant to contest the Nomination or decline the Applicant's application to contest the Nomination. This decision shall be communicated to the CNC, if applicable, and Applicant by the Executive Director or their designate without reasons.

General Rules for the Application Process

- q) The NCSC may require that a representative of the NCSC participate in the CNC Interview, in which case the CNC will assist the NCSC in making any necessary arrangements to enable such participation.
- r) At any time, the NCSC may require that the CNC provide further information or documentation, and the NCSC may contact the Applicant directly to obtain any additional information or documentation it may require.
- s) Applications received after the Close of Nominations and Applications that are not complete, whether due to outstanding information or documentation requests, or otherwise, as of the Close of Nominations will not be accepted and the Applicant will not be permitted to become a Nomination Contestant. The Party is not obliged to accommodate delays or grant deadline extensions.
- t) The NCSC has authority to disallow an Applicant, a Nomination Contestant or a Candidate at any time on any grounds the NCSC sees fit. The decision of the NCSC may be appealed to National Council pursuant to these Rules.

**4) ELECTORAL DISTRICT CANDIDATE NOMINATION COMMITTEE**

- a) Pursuant to Section 9 of the EDA constitution, the EDA Board shall appoint a CNC subsequent to each election where the EDA is Opened.
- b) The CNC shall be comprised of:
  - i. the President of the EDA Board, if willing and able to participate in the CNC;
  - ii. the financial agent of the EDA, if willing and able to participate in the CNC;
  - iii. two additional (2) EDA Board members;
  - iv. two (2) members at-large (non-board members) of the Electoral District; and
  - v. the Executive Director or their designate who will be a staff member of the Party and whose membership on the CNC may be reassigned by the Executive Director at any time without prior notice.
  - vi. Where an EDA is unable to fill any of the aforementioned, the Committee will not require those spots to be filled but will continue without those members.
- c) The EDA Board shall appoint two (2) members as alternates for the CNC and specify which appointee shall be the first alternate and which shall be the second alternate. These alternates will not participate in any CNC functions until such time as they are called upon to replace an original member of the CNC.
  - i. In the event that a member of the CNC becomes unable or unwilling to participate in the CNC, the first alternate shall become a member of the CNC.
  - ii. In the event that a second member of the CNC becomes unable or unwilling to participate in the CNC, the second alternate shall become a member of the CNC.
  - iii. In the event that a subsequent EDA Board member who is a member of the CNC becomes unable or unwilling to participate in the CNC, the CNC Chair shall request that the President of the EDA Board call an emergency meeting of the EDA Board, to be held as soon as possible after the member on the CNC has tabled his or her resignation. The Board shall appoint another EDA Board member to the CNC.
  - iv. In the event that more than two (2) members on the CNC have become unable or unwilling to act within five (5) days of the first Nomination Meeting, the CNC shall continue with no additional Board members.
  - v. In the event that one or more of the members at-large are named CNC Members become unable or unwilling to act, the Board may appoint a replacement only upon the request of the CNC Chair.

- d) The CNC shall select one of its members as the CNC Chair; the EDA President is not eligible to serve as CNC Chair. The CNC Chair shall provide the names and contact coordinates of all CNC members to the Executive Director or their designate.
- e) A majority of members of the CNC shall constitute a quorum for the conduct of CNC business.
- f) In the event of a tie vote of CNC, the vote shall be considered defeated.
- g) The CNC shall administer a candidate nomination and selection process in accordance with these Rules, the EDA's Constitution, and the Canada Elections Act. If any of the timelines in the Rules conflict with notices and timelines in the EDA constitution, the Rules prevail. This provision constitutes a waiver by National Council pursuant to Article 12.4 of the EDA's Constitution.
- h) Each member and alternate of the CNC must sign Appendix "C" of the Conservative EDA Constitution – Written Affirmation of Neutrality for Candidate Nomination Committee confirming that they will not become a Nomination Contestant and will remain neutral in the candidate nomination process for that Electoral District. Any member of the CNC who does not remain neutral must resign or be removed from the CNC. The completed affirmation must be sent to Party Headquarters or provided to the Executive Director or his or her designate. The CNC will not be recognized by the Party until all forms have been received.
- i) The NCSC, by a simple majority vote, may remove a member of the CNC following a review of a formal complaint from the Executive Director, the CNC, the EDA Board or any interested party.

## 5) CLOSING NOTICE

- a) The Executive Director or their designate in consultation with the Chair of the NCSC and the National Councillor(s) for the respective jurisdiction may close nominations at any time they see fit in any Electoral District by causing the Closing Notice to be sent to current members of the Electoral District.
- b) The Closing Notice shall be sent by Conservative Party Headquarters, shall include notice that nominations close in fourteen (14) days and shall be given by any one (1) or combination of the following methods:
  - i. Regular mail sent to the member's address of record;
  - ii. E-mail sent to the member's e-mail address of record; or
  - iii. Phone call to the member's phone number of record.

## 6) ELIGIBILITY

- a) Being a Nomination Contestant is a privilege, rather than a right. The Party therefore expects Nomination Contestants to:
  - i. Be familiar with and respectful of (a) the Constitution, (b) the National Policy Declaration of the Conservative Party of Canada, (c) the Rules and Procedures for Candidate Nominations and (d) the Code of Conduct for Volunteers, Campaign Staff and EDA Staff;
  - ii. Be forthcoming about any past or current activities that might negatively affect the ability of the Nomination Contestant to be a credible Conservative candidate in a general election or by-election. Such activities include, but are not limited to, having a criminal record, being the subject of allegations of misconduct – criminal, sexual, professional or otherwise, having expressed

opinions that are not representative of the principles of the Party, or having filed for personal, or business bankruptcy.

- iii. Demonstrate a knowledge of the factors and an approach that may result in a successful election campaign, including a person's ability to engage and communicate with voters, recruit and retain members to the Party, build a campaign team, fundraise and serve as a Member of Parliament with integrity.
- b) A Nomination Contestant means an Applicant who:
- i. submitted a complete Application under the requirements of the Rules,
  - ii. was interviewed pursuant to Section 3, and
  - iii. was permitted to contest the nomination by the NCSC.
- c) Without limiting any discretion under these Rules to decide that an Applicant is not eligible to become a Nomination Contestant or contest a Nomination, or to disallow an Applicant, Nomination Contestant, or Candidate, if any of the following eligibility requirements are not met at all times during the application and nomination process, the Applicant will not be allowed to become a Nomination Contestant or regardless of their status as a Nomination Contestant will not be permitted to contest the Nomination:
- i. the Applicant must be eligible to be a candidate under the *Canada Elections Act*;
  - ii. unless waived by the Executive Director and the President of National Council and then approved by the majority of NCSC after consulting with the National Councillor(s) for the affected jurisdiction, the Applicant must not have been an unsuccessful candidate in both of the two prior federal general elections;
  - iii. unless waived by the Executive Director and the President of the National Council, and then approved by the majority of NCSC after consulting with the National Councillor(s) for the affected jurisdiction, the Applicant must not have been an unsuccessful nomination contestant in a Conservative Party nomination contest during the same Parliament as the one contested.
  - iv. unless waived by the Executive Director and the President of National Council after consulting with the National Councillor(s) for the affected jurisdiction, the Applicant must have been a member of the Party for a minimum of six (6) months prior to filing his or her Application.
  - v. the Applicant has not obtained an approval to contest the nomination by NCSC.
  - vi. unless waived by the Executive Director and the President of the National Council, and then approved by the majority of NCSC after consulting with the National Councillor(s) for the affected jurisdiction, the Applicant must not have been disallowed as a nomination contestant by the NCSC during a previous contest in any prior nomination cycle or by-election nomination as the case may be.
  - vii. Unless waived by the Executive Director and the President of the National Council, and then approved by the majority of NCSC after consulting with the National Councillor(s) for the affected jurisdiction, the Applicant must not have previously confirmed in writing their intention to close their Application in the current nomination cycle or by-election nomination as the case may be.

If the above requirements are not met, the Applicant will not be allowed to become a Nomination Contestant.

## 7) APPLICATION

- a) Any eligible person wishing to be an Applicant shall submit the Application to Party Headquarters via the CPC Candidate Nomination Application Portal.
- b) The Application shall consist of the following documents, substantially in the form set out in the Schedules to these Rules where so indicated:
  - i. A completed Personal and Residential Information Form (Schedule A);
  - ii. A signed Financial Agent Consent signed by the Applicant's financial agent consenting to act as the Applicant's financial agent pursuant to Section 476.5 of the *Canada Elections Act* (Schedule C);
  - iii. A \$1,000 Interac e-transfer to Conservative Fund Canada from the Applicant's nomination campaign bank account (Schedule C). The Applicant must provide their first and last name, riding of interest, and their Financial Agent's Name in the memo/message line of the Interac e-transfer (i.e., Message: Anne Thomas, Ottawa Centre, FA Peter Raymond). E-transfer submissions completed incorrectly could result in the forfeiture of the Applicant's good conduct bond deposit to the Conservative Party of Canada.

This deposit is a good conduct bond that will be returned to the Financial Agent of the Applicant/Nomination Contestant/Candidate, provided the Applicant/Nomination Contestant/Candidate has adhered to these Rules, as follows:

- A. for any Applicant who is not accepted as a Nomination Contestant, upon completion of the nomination process, and
- B. for a Nomination Contestant including the person who becomes the Candidate, upon the completion of the next federal general election or by-election.

The proceeds of forfeited good conduct bonds will be transferred to the EDA. The good conduct bond will not constitute a contribution or transfer from the Applicant to the Party.

- iv. A void cheque from the Applicant's nomination campaign bank account used for the purpose of returning an Applicant/ Nomination Contestant/ Candidate's good conduct bond (Schedule C).
 

An Applicant/Nomination Contestant/Candidate's nomination campaign bank account must remain open to receive the deposit of the returned Good Conduct Bond by the Party. The Party's return of a Good Conduct Bond posted by an Applicant/Nomination Contestant/Candidate is contingent on that individual's adherence to the Rules. Should the nomination campaign bank account of an Applicant/Nomination Contestant/Candidate be closed prior to the return of the Good Conduct Bond, the Good Conduct Bond will be considered forfeited.
- v. A completed and signed Nomination Contestant Questionnaire (NCQ) (Schedule D);
- vi. A current (within the past six (6) months) Certificate of Conduct/Criminal Records Check obtained through a system provided by the Party (Schedule D);
- vii. A current (within the past six (6) months) credit check (Schedule D);

- viii. Signed authorization for the Party to conduct a credit and criminal records check (Schedule D);
- ix. A signed Confidentiality Agreement, in which the Applicant agrees not to publicly disclose any information concerning the conduct of the application process (Schedule E);
- x. A consent letter to Elections Canada, stating that if nominated, the Party has permission to receive information on the status of their electoral campaign return (Schedule E);
- xi. A signed declaration (Schedule E) stating the agreement of the Applicant that:
  - A. the NCSC has authority to not permit or disallow his or her candidacy on any grounds it sees fit, which rejection may be appealed to National Council pursuant to these Rules. National Council's decision shall be final and binding and is not subject to appeal, challenge or review on any grounds whatsoever,
  - B. he or she accepts, and agrees to advance, the policies, principles, goals and objectives of the Party,
  - C. membership information provided by the EDA or Party will be used only for the purpose of campaigning for the nomination, and not for any other purpose,
  - D. use of the Party logo is not permitted in campaigning for a nomination,
  - E. if they are successful in winning the nomination, they will participate in training session(s) conducted by the Party on how to run an effective federal election campaign and will agree to enter into any reasonable financial arrangements with the Conservative Party of Canada concerning the payment for the provision of campaign services by the Party to the candidate. (Schedule F), and
  - F. he or she agrees to follow Elections Canada rules, or any applicable legislation, at all times and understands that breaching these rules in any way shape or form is immediate grounds for dismissal;
- xii. Completed forms authorizing the Canada Revenue Agency, the Canada Border Services Agency, Citizenship and Immigration Canada, and the Department of National Defence to release any available information through the *Privacy Act* to the Party concerning any offences, infractions, or pending matters involving the Applicant under an Act, regulation, or Code enforced by those departments. (Schedules H-K);
- xiii. A declaration agreeing only to use campaign materials authorized by the Conservative Party of Canada if nominated as the Candidate (Schedule E).
- xiv. A declaration whereby the Applicant confirms that they have read, understand and will adhere to the Conservative Party of Canada Membership Bylaw and the membership processing procedures outline in Section 15 of these rules (Schedule E);
- xv. A Candidate Assignment Form which designates the Conservative Fund Canada to receive the Reimbursement of the Candidate's Election and Expenses following the general election (Schedule E).
- xvi. A Candidate Donation Pledge whereby the Candidate pledges to make the maximum allowable donation to the Party or EDA in each calendar year while serving as a MP (Schedule E).
- xvii. A Declaration whereby the Applicant confirms that all the assets of the campaign shall become the property of the EDA upon the conclusion of the campaign (Schedule E).

- xviii. A Letter of Intent whereby the Applicant confirms the Federal Electoral District in which they are seeking nomination and why (Schedule F); and
- xix. A Nomination Petition (Schedule F) containing:
  - A. A. the Applicant's name, address, telephone number(s) and email address,
  - B. B. the Applicant's written consent to be a Nomination Contestant; and
  - C. C. a nomination petition signed by at least twenty-five (25) current EDA Members who reside in the electoral district in which the Applicant wishes to run, are in good standing in the Party, and were members at least three (3) months prior to the date the Applicant submits their complete Application.
- c) An Applicant may, prior to the Close of Nominations, provide amendments to their Application. The amendments may be submitted to the Party at the Party Headquarters via the CPC Candidate Nomination Application Portal.
- d) It is the responsibility of the Applicant to ensure that a complete Application is received prior to the Close of Nominations. If a complete Application is not received prior to the Close of Nominations, the Applicant will not be eligible to be a Nomination Contestant.
- e) Should extraordinary circumstances require, the Executive Director or their designate in consultation with the Chair of NCSC, the President of National Council, the National Councillor(s) for the respective jurisdiction and CNC Chair of the applicable Electoral District, may authorize a hard copy paper version of The Application to be used by the Applicant(s), following the form and Schedules set out in these Rules.

## 8) MEMBERSHIP LISTS

- a) If an Applicant is approved to contest the Nomination, the Executive Director or their designate must provide a copy of the list of current members to the Applicant current as of the date of the Closing Notice. A copy of the list of current members will not be provided prior to the Closing Notice. Any new applicant to the race will be given the same list; subsequent lists will be given to all Nomination Contestants at the same time.
- b) After the deadline for submission of memberships has passed, and as soon as the final list of members eligible to vote at the Nomination Meeting(s) (as defined below) is available, it shall be provided by the Executive Director or their designate to each Nomination Contestant.
- c) Upon receipt, Nomination Contestants may review the final list of members eligible to vote at the Nomination Meeting(s) to identify any members that were not on the list but the Nomination Contestant believes should be or any members that should not be included on the list. The Nomination Contestant shall advise the designate of the Executive Director within forty-eight (48) hours of receipt of final list of members eligible to vote at the Nomination Meeting(s) of any specific issues that may need to be resolved.
- d) If amendments are made to the final list of members eligible to vote at the Nomination Meeting(s), the Party will circulate an updated list in advance of the Nomination Meeting. Any members of the Party residing in the Electoral District but not on the list will be able to vote in the nomination process once their membership eligibility and residency has been confirmed by the Executive Director or their designate.

## 9) CANDIDATE NOMINATION MEETING

Where there are no Nomination Contestants



- a) If following the Close of Nominations there are no Nomination Contestants, any further action concerning the nomination process in the EDA will be subject to the direction of the Executive Director or their designate in consultation with the Chair of NCSC, President of National Council, and the National Councillor(s) for the respective jurisdiction.

Where there is only one Nomination Contestant

- b) If following the Close of Nominations there is only one accepted Nomination Contestant that person shall be acclaimed.

Where there is more than one Nomination Contestant

- c) If following the Close of Nominations, the CNC determines that there has been no acclamation; the remaining provisions of this Section shall be followed.
- d) The Executive Director or their designate will consult with the National Councillor(s) for the respective jurisdiction and the CNC, if a CNC has been constituted, to select a date, time, location and medium of the Nomination Meeting(s). The Nomination Meeting(s) must occur no later than forty-seven (47) days from the Closing Notice.
- e) Only those who were members of the Party as of two (2) days following the issuance of the Closing Notice are eligible to vote. Any member whose membership has expired within the previous ninety (90) days of two (2) days following the issuance of the Closing Notice shall be eligible to vote provided that the member pays the appropriate membership renewal fee in the amount and in the manner required by the Party.
- f) Each Nomination Contestant must be given the opportunity to address the membership at least once prior to the vote. Each Nomination Contestant shall be given equal time to speak, and the time may be used by the Nomination Contestant and/or introducer(s) as the Nomination Contestant may choose.
- g) The Executive Director or their designate shall appoint an impartial RO. The name and contact information of the proposed RO shall be provided to the Executive Director or their designate via the CNC Chair. The RO shall supervise the voting and vote count, declare the nomination of the Party candidate. The RO shall keep in their possession related election materials used for the Nomination Meeting including membership lists and the cast ballots which will then be destroyed seven (7) days following the conclusion of the appeal periods as identified in Section 14 unless otherwise directed by the Executive Director or their designate.
- h) No official business other than the selection of a Candidate shall be conducted at the Nomination Meeting until after the vote for the candidate has been held.
- i) On the ballot, the Nomination Contestants shall be listed in alphabetical order by surname followed by first name if more than one (1) Nomination Contestant has the same surname and by first and second name if more than one (1) Nomination Contestant have similar surnames and first names.
- j) Votes will be conducted by a single preferential transferable ballot wherein the voters numerically rank the Nomination Contestants in sequence of their choice, where, if after the first vote no Nomination Contestant receives more than fifty (50) percent of the valid votes cast, then the Nomination Contestant(s) receiving the least number of votes or failing to achieve a minimum of ten (10) percentage of vote shall be dropped and the ballots recalculated based on next choices for the dropped candidates. This process shall be repeated until one (1) Nomination Contestant receives more than fifty (50) percent of valid votes cast. A Nomination Contestant receiving more than (50) percent of valid votes cast shall be

the Candidate.

- k) In Electoral Districts where factors such as geography, weather, health concerns and transportation hinder members from attending at a single location, the Executive Director or their designate in consultation with the Chair of NCSC, the President of National Council, the National Councillor(s) for the respective jurisdiction and CNC Chair of the applicable Electoral District, if the CNC has been constituted, may direct, or, upon request from the EDA Board may authorize, that the selection of the Candidate take place at Nomination Meetings held at two (2) or more times and locations or conducted by telephone and / or video conference and / or in-person and / or combination of medium. The Executive Director or their designate in consultation with the Chair of NCSC, the President of National Council, the National Councillor(s) for the respective jurisdiction and CNC Chair of the applicable Electoral District will determine the method of balloting to be used in these circumstances.
- l) In the event the Executive Director or their designate in consultation with the Chair of NCSC, the President of National Council, the National Councillor(s) for the respective jurisdiction and CNC Chair of the applicable Electoral District, if the CNC has been constituted, has determined to allow multiple Nomination Meetings to occur at multiple times and/or locations, then all the deadlines, timelines and notice periods shall be based on the date of the first nomination meeting.
- m) Under extenuating circumstances other methods of balloting may be approved by the Executive Director or their designate in consultation with the Chair of NCSC, the President of National Council, the National Councillor(s) for the respective jurisdiction and CNC Chair of the applicable Electoral District, if the CNC has been constituted.
- n) Ballots shall be marked in secret, except where the vote is conducted by telephone and / or video conference and / or in-person and / or combination of medium pursuant to Section 9(k) and Section 9(m).
- o) Proxy voting is not permitted.
- p) In the event of a tie vote, the vote shall be determined by drawing of lots.
- q) The Executive Director or their designate in consultation with the Chair of NCSC, the President of National Council, the National Councillor(s) for the respective jurisdiction and CNC Chair of the applicable Electoral District, if the CNC has been constituted, will review if there are any significant religious holidays, or circumstances beyond our control, such as changes to Public Health Orders, that may cause a change in the scheduling of a Nomination Meeting, and an extension to a maximum of sixty-two (62) days from the Closing Notice is allowed.
- r) Media may be allowed to attend the Nomination Meeting(s) at the discretion of the Executive Director or their designate in consultation with the Chair of NCSC, the President of National Council, the National Councillor(s) for the respective jurisdiction and CNC Chair of the applicable Electoral District, if the CNC has been constituted.

## **10) NOMINATION MEETING NOTICE**

- a) A Nomination Meeting Notice shall be given no more than four (4) days after the CNC has determined that no Nomination Contestant has been acclaimed.
- b) The Nomination Meeting Notice shall be sent by Conservative Party Headquarters, shall include the date, time and location of the Nomination Meeting(s) and shall be given by any one (1) or combination of the following methods:
  - i. Regular mail sent to the member's address of record;

- ii. E-mail sent to the member's e-mail address of record; or
- iii. Phone call to the member's phone number of record.

## **11) REPORTING**

- a) The Party shall provide, on the first business day of every month, the President of National Council and the Chair of the NCSC with a list of Applications received by the Party to date with a description of the status of all Applications received to date and the current tentative schedule for anticipated Closing Notices to be issued.

## **12) MAINTENANCE OF LIST OF NOMINATION CONTESTANTS**

- a) The Party shall maintain a list of Nomination Contestants and strive to annually contact each prior Nomination Contestants to confirm their interest in contesting a Nomination in the future.

## **13) ABRIDGEMENT OF THE RULES**

- a) All Nomination Meetings must comply with any and all public health orders; National Council authorizes the RO and / or the Executive Director or their designate to take such reasonable measures as may be required to comply with public health orders inclusive of measures which may require a departure from the provisions of the Rules which, if enforced, would result in non-compliance with public health orders.
- b) National Council authorizes that the Executive Director or their designate and the President of National Council in consultation with the Chair of NCSC and the National Councillor(s) for the affected jurisdiction, may alter, abridge or suspend Sections 3, 5, 7 and 10 of the Rules as they see fit. Any such decision shall be final and binding and is not subject to appeal, challenge or review on any grounds whatsoever.
- c) National Council may alter, abridge or suspend any of the Rules as it sees fit.
- d) In the event of a general election being called, National Council authorizes that the Executive Director or their designate and the President of National Council in consultation with the Chair of NCSC and the National Councillor(s) for the affected jurisdiction, may alter, abridge or suspend any section or sections of the Rules as they see fit. Any such decision shall be final and binding and is not subject to appeal, challenge or review on any grounds whatsoever.

## **14) APPEAL PROCESS AND DISPUTE RESOLUTION**

- a) National Council hereby appoints, pursuant to Article 19.2 of the Constitution, the members of the Secretariat Committee to attempt to intervene to resolve any dispute referred to National Council pursuant to Article 19.1 as to whether the requirements of the Constitution, a by-law or any rules are being met by the EDA Board or any committee thereof in relation to the nomination process. However, for: (i) any dispute connected to the rejection of a waiver pursuant Section 6(c)(ii) - (iv) by the Executive Director and the President of the National Council, the sole remedy shall be the appeal process provided in Section 14(c); or (ii) any dispute in respect of NCSC disallowing or not permitting the candidacy of any person before or after nomination by the EDA, the sole remedy shall be the appeal process provided in Section 14(d) and (e).
- b) Where the Secretariat Committee decides not to intervene or is unsuccessful in resolving a dispute described in Section 14(a) and the dispute remains outstanding, the Secretary shall forthwith report same to the Chair of the Arbitration Committee at which time the matter shall be deemed to stand referred to the Arbitration Committee pursuant to Article 19.3 of the Constitution for adjudication by a panel.

- c) Where the Executive Director and the President of the National Council reject a waiver pursuant Section 6(c)(ii) - (iv) that person may appeal to the NCSC by filing an appeal in writing with the Executive Director of the Party within forty-eight (48) hours of the decision being communicated to the person. The Executive Director shall bring any appeal to the attention of the Chair of the NCSC. The decision of NCSC on an appeal shall be final and binding and is not subject to appeal, challenge or review on any ground whatsoever.
- d) Where the NCSC disallows or does not permit the candidacy of any person before or after nomination by the EDA, that person may appeal to National Council by filing an appeal in writing with the Executive Director of the Party within forty-eight (48) hours of the decision being communicated to the person. The Executive Director shall bring any appeal to the attention of the President and Secretary of National Council forthwith.
- e) National Council shall determine expeditious procedures to be followed in an appeal, recognizing that disallowance and permitting an Applicant to contest a Nomination is an act of discretion of the NCSC. The decision of National Council on an appeal shall be final and binding and is not subject to appeal, challenge or review on any ground whatsoever.
- f) If a Nomination Candidate wishes to appeal the conduct or the results of the Nomination Meeting, they must do so in writing within five (5) days of the Nomination Meeting to the Chair of the NCSC through the Executive Director. In the event of a Nomination process-taking place over a number of days, they must file their appeal within five (5) days of the final meeting. The written appeal must clearly identify the issues being raised as well as provide any support of those issues for which they feel an appeal should be heard. If the Nomination Candidate is not satisfied with the decision of the NCSC on their complaints, they may appeal to the National Council within seventy-two (72) hours of the decision being communicated to the person. The decision of National Council shall be final and binding and is not subject to appeal, challenge or review on any grounds whatsoever.
- g) Without limiting any other provisions in these Rules, all Applicants, Nomination Candidates and Candidates expressly undertake that they will not seek the review by the Courts in contract, tort, judicial review or otherwise of any decision of the Party or any of its representatives, including any decision of the Executive Director or their designate, an RO or their designate, or an EDA Board, a CNC, a CNC Chair, the NCSC, the Secretariat Committee, the Arbitration Committee, the National Council, or any Chair, President or member thereof. If an Applicant, Nomination Candidate or Candidate, in breach of this undertaking, commences such a proceeding or pursues a course of action which involves an appeal, challenge or judicial review, he or she shall be responsible for any and all costs thereof and shall bear the legal fees and expenses incurred by all persons named as defendants or respondents on a full indemnity basis, including but not limited to any and all legal fees and expenses incurred by the Party or the Conservative Fund Canada.
- h) All Applicants, Nomination Candidates and Candidates are advised to obtain independent legal advice before participating in any process under these Rules.
- i) All Applicants, Nomination Candidates and Candidates represent that they have consulted with independent legal counsel or that they have waived their right to do so because they fully understand their rights and obligations hereunder without such professional advice.

## **15) MEMBERSHIP PROCESSING PROCEDURES**

- a. Memberships paid for by way of credit card, must be submitted electronically using the online tools provided

by the Party.

- b. Applicant, Nomination Candidate and Candidate membership submissions may only be paid by the individual or family member using a personal form of payment, in accordance with the Conservative Party's Membership By-Law and Elections Canada rules.
- c. Any payment by personal cheque must be accompanied by a prescribed membership form and the applicant's cheque made payable to Conservative Fund Canada

6



# APPLICATIONS

## RORY MCTORY

PRINT THIS APPLICATION

### APPLICATION TO BECOME A NOMINATION CONTESTANT

In accordance with the *Rules and Procedures for Candidate Nominations for the Conservative Party of Canada*, any person wishing to be a Nomination Contestant is required to complete and submit the following Application to the National Candidate Selection Committee (NCSC).

This Application is designed to:

1. Enable the potential Nomination Contestant to assess whether he or she should seek the Conservative Party of Canada nomination in a particular EDA.
2. Assist the National Candidate Selection Committee (NCSC) and the Candidate Nomination Committee (CNC) in the evaluation of the suitability of the potential Nomination Contestant as a prospective candidate in the next general election.

3. Assist in the preparation for the interview with the applicant.
4. Provide the party with information for election readiness and strategy.

Applicants are required to inform the CNC of any new facts or circumstances related to the questions in this document. If an applicant fails to do so, s/he may be requested to withdraw as a nominee or a nominated candidate.

The NCSC has authority to disallow an Applicant, a Nomination Contestant or a Candidate at any time on any grounds the NCSC sees fit. The decision of the NCSC may be appealed to National Council pursuant to these Rules.

Anyone who wishes to obtain additional information or seek clarification regarding the application should contact the Regional Organizer or Desk Officer for their region. Contact information can be found via the "Contact Us" tab in the righthand corner above.

Before you continue with the next step of candidate nomination application, please ensure that you have read and understand the *Rules and Procedures for Candidate Nominations for the Conservative Party of Canada*. [Click here](#) to review.

The following is a list of all the Schedules you will need to complete as a part of your Candidate Nomination Application (CNA).

*Please note: These Schedules will not appear on your CNA homepage all at once. You will be given access to each Schedule in sequence. Once you have completed Schedule A, you will be given access to Schedule B. Once you have completed Schedule B, you will be given access to Schedule C. Lastly, once you have completed Schedule C,*



*you will be given access to complete Schedules D, E and F in which ever order you prefer.*

**Schedule A: Personal and Residential Information**

**Schedule B: Waiver Request(s)**

**Schedule C: Financial Information and Good Conduct Bond**

**Schedule D: Nomination Candidate Questionnaire**

**Part I: Education Information**

**Part II: Work and Lobby Experience**

**Part III: Positions with Political Parties**

**Part IV: Involvement with Organizations**

**Part V: Social Media Information**

**Part VI: References**

**Part VII: General Questions**

**Part VIII: Criminal Record Report and Credit Record Report**

**Schedule E: Nomination Candidate Forms and Declarations**

**Part I: General Consent Form**

**Part II: Confidentiality Agreement**

**Part III: Consent Letter to Elections Canada**

**Part IV: Declaration Form**

**Part V: Personal Information Request Form (Canada Revenue Agency)**

**Part VI: Personal Information Request Form (Canada Border Services Agency)**

**Part VII: Personal Information Request Form (Citizenship and Immigration Canada)**

**Part VIII: Personal Information Request Form**

(Department of National Defence)

**Part IX: Declaration regarding Membership Submission Rules**

**Part X: Declaration regarding use of only Authorize Campaign Material**

**Part XI: Candidate Assignment Form**

**Part XII: Candidate Donation Pledge**

**Part XIII: Candidate Asset Disposition**

**Schedule F: Letter of Intent and Nomination Petition Form**

First Name \*

Rory

Last Name \*

McTory

Membership Number

Membership Number

Phone Number

Riding of Interest

Undeclared

Riding of Interest - Redistribution 2024 \*

10001 - Avalon ▼

Name(s) by which you are commonly known:

Rory

Other used spellings of your name in non-English alphabets:

Have you ever had, used or operated under any other than the names mentioned above or have you ever been known under any other name? Name changes resulting from marriage, divorce, court order or any other process should be included, giving appropriate dates.

Yes

Previous Names:

1	Previous Names:  From (Month/Year):  To (Month/Year):	<input type="text"/>  <input type="text"/>  <input type="text"/>
2	Previous Names:  From (Month/Year):  To (Month/Year):	<input type="text"/>  <input type="text"/>  <input type="text"/>

3	Previous Names:	<input type="text"/>
	From (Month/Year):	<input type="text"/>
	To (Month/Year):	<input type="text"/>
4	Previous Names:	<input type="text"/>
	From (Month/Year):	<input type="text"/>
	To (Month/Year):	<input type="text"/>
5	Previous Names:	<input type="text"/>
	From (Month/Year):	<input type="text"/>
	To (Month/Year):	<input type="text"/>

ADD ROW

Date of Birth (Day, Month, Year):

[Empty text input field]

Age:

[Empty text input field]

Place of birth (City, Province/State, Country):

[Empty text input field]

Marital Status:

Married

Name of Spouse:

[Empty text input field]

Name(s) of Children (if applicable):

	First Name	Last Name	
1	[Empty text input field]	[Empty text input field]	

ADD ROW

Status of your Canadian citizenship (please check appropriate):

- Citizen by birth
- Became Citizen of Canada on ...

Became Citizen of Canada on:

List any countries (other than Canada) of which you are or have been a citizen or which assert obligations of citizenship over you:

Languages spoken and/or written (please specify proficiency):



**Residential history for the last 8 years:**

1	Address:	<input type="text"/>
	City:	<input type="text"/>
	Postal Code:	<input type="text"/>
	Province:	<input type="text" value="Alberta"/>
	Country:	<input type="text" value="Canada"/>
	From (Month/Year):	<input type="text"/>

Until (Month/Year):	<input type="text"/>
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ADD ROW

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**I am done editing and submitting the above for approval.**

Yes

**IMPORTANT NOTE:** Please be sure that you have fully completed this document before selecting “Yes.” By selecting the “Yes” button above and pressing “SAVE CHANGES,” you will be submitting this form for final approval and will no longer be able to return to this page to make changes. If you would like to leave this page and come back at a later date to make further edits, leave the button above set to “No” and press “SAVE CHANGES.”

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Without limiting any discretion under the *Conservative Party of Canada Rules and Procedures for Candidate Nominations* to decide that an Applicant is not eligible to become a Nomination Contestant or contest a Nomination, or to disallow an Applicant, Nomination Contestant, or Candidate, if any of the following eligibility requirements are not met at all times during the application and nomination process, the Applicant will not be allowed to become a Nomination Contestant or



regardless of their status as a Nomination Contestant will not be permitted to contest the Nomination:

1. the Applicant must be eligible to be a candidate under the Canada Elections Act;
2. unless waived by the Executive Director and the President of National Council and then approved by the majority of NCSC after consulting with the National Councillor(s) for the affected jurisdiction, the Applicant must not have been an unsuccessful candidate in both of the two prior federal general elections;
3. unless waived by the Executive Director and the President of the National Council, and then approved by the majority of NCSC after consulting with the National Councillor(s) for the affected jurisdiction, the Applicant must not have been an unsuccessful nomination contestant in a Conservative Party nomination contest during the same Parliament as the one contested;
4. unless waived by the Executive Director and the President of National Council after consulting with the National Councillor(s) for the affected jurisdiction, the Applicant must have been a member of the Party for a minimum of six (6) months prior to filing his or her Application; and
5. the Applicant has not obtained an approval to contest the nomination by NCSC.
6. Unless waived by the Executive Director and the President of the National Council, and then approved by the majority of NCSC after consulting with the National Councillor(s) for the affected jurisdiction, the Applicant must not have been disallowed as a nomination cycle or by-election nomination as the case may be.
7. Unless waived by the Executive Director and the President of the National Council, and then approved by the majority of NCSC after consulting with the National Councillor(s) for the affected jurisdiction, the Applicant must not have previously confirmed in writing their

intention to close their Application in the current nomination cycle or by-election nomination as the case may be.

If the above requirements are not met, the Applicant will not be allowed to become a Nomination Contestant.

Do you meet all the above eligibility requirements to become a Nomination Contestant for the Conservative Party of Canada? \*

- Yes, I meet all the eligibility requirements.
- No, I do not meet the following eligibility requirements.

(please select all that apply)

- 1. I am not eligible to be a candidate under the Canada Elections Act.
- 2. I have been an unsuccessful candidate in both of the two prior federal general elections.
- 3. I have been an unsuccessful nomination contestant in a Conservative Party nomination contest during the same Parliament as the one contested.
- 4. I have not been a member of the Party for the past 6 months.

If you do not meet the eligibility requirements and would like to request a waiver from the Executive Director and the President of National Council, please provide a brief statement as to why you require a waiver and why you believe you should be granted a waiver.

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This is a test #2. GL



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**I am done editing and submitting the above for approval.**

Yes

**IMPORTANT NOTE:** Please be sure that you have fully completed this document before selecting “Yes.” By selecting the “Yes” button above and pressing “SAVE CHANGES,” you will be submitting this form for

final approval and will no longer be able to return to this page to make changes. If you would like to leave this page and come back at a later date to make further edits, leave the button above set to “No” and press “SAVE CHANGES.”

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As outlined in rule **7)b)iii)** of the Conservative Party of Canada *Rules and Procedures for Candidate Nominations*, Applicants are required to submit a \$1000.00 deposit (via e-transfer) to act as a Good Conduct Bond.

**Please read the following instructions on how to submit your Good Conduct Bond closely – submissions completed incorrectly could result in your application being deemed incomplete OR the forfeiture of your Good Conduct Bond deposit to the Conservative Party of Canada.**

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## STEP 1

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You must appoint a Financial Agent. Although it is not a legal requirement, a Financial Agent should be experienced in managing finances. The role requires a strong ability to control, record and administer financial transactions as well as to create financial reports.

Once appointed, please provide the following information for your Financial Agent:

Surname:

Given name(s):

Name of Corporation (if applicable):

Mailing Address:

Civic Address:

City:

Province:

Ontario

Postal Code:

Phone Number:

Work Phone:

Mobile:

Email:

**Financial Agent Consent Form:**

*Please download the following Financial Agent Consent Form and have your Financial Agent complete it. [Download it here.](#)*

## Upload Completed Consent Form:

No file chosen

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## STEP 2

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Your appointed Financial Agent must open a Nomination Bank Account for your campaign at a recognized Canadian Financial Institution or an authorized foreign bank, as defined by the *Bank Act*. Your Financial Agent must be named as the account holder, but it is acceptable to add your name (as the Contestant) to the name of the bank account (i.e., Peter Raymond, financial agent for Anne Thomas).

**NOTE:** We ask that you **avoid** opening your Nomination Bank Account with **Desjardins**, as they do not support auto-deposit e-transfers which are required in order to send your \$1000.00 Good Conduct Bond (as explained in Step 4 below).

*Please refer to Elections Canada's Political Financing Handbook for Nomination Contestants and Financial Agents (EC 20182) for further information about opening a nomination campaign bank account: [Click here](#).*

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## STEP 3

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Once you have appointed your Financial Agent, and they have opened your nomination bank account, your campaign can begin to accept contributions, loans and/or transfers.

*Please refer to Elections Canada's Political Financing Handbook for Nomination Contestants and Financial Agents (EC 20182) for further information and rules about contributions, loans and transfers and their limits: [Click here](#).*

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## STEP 4

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When you are ready to submit your \$1000.00 Good Conduct Bond, please **e-transfer** the funds directly from your nomination bank account to the following email address:

[goodconductbond@conservative.ca](mailto:goodconductbond@conservative.ca)

The Applicant's Name, Riding of Interest, and the Financial Agent's Name **MUST** be provided in the memo/message line of the e-transfer (i.e., Message: Anne Thomas, Ottawa Centre, FA Peter Raymond).

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## STEP 5

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Once you have completed your e-transfer, please provide us with the following:

Name of nomination bank  
account:

E-transfer confirmation #:

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## STEP 6

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Provided you adhere to the *Rules and Procedures for Candidate Nominations*, your \$1000.00 Good Conduct Bond will be **returned to your appointed Financial Agent**, as follows:

- a. for any Applicant who is not accepted as a Nomination Contestant, upon the completion of the nomination process, and
- b. for a Nomination Contestant including the person who becomes the Candidate, upon completion of the next federal general election or by-election.

The proceeds of forfeited Good Conduct Bonds will be transferred to the EDA. The Good Conduct Bond will not constitute a contribution or transfer from the Applicant to the Conservative Party of Canada.

In order to return your Good Conduct Bond, as described above, our finance department requires a void cheque from your nomination bank account.

Please attach a copy of your void cheque here:



Choose File No file chosen

**Important Note:** Your nomination bank account must remain open until you receive your Good Conduct Bond back from the Party. If your nomination bank account is closed prior to the return of your Good Conduct Bond, your Good Conduct Bond will be considered forfeited.

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**I am done editing and submitting the above for approval.**

Yes

**IMPORTANT NOTE:** Please be sure that you have fully completed this document before selecting “Yes.” By selecting the “Yes” button above and pressing “SAVE CHANGES,” you will be submitting this form for final approval and will no longer be able to return to this page to make changes. If you would like to leave this page and come back at a later date to make further edits, leave the button above set to “No” and press “SAVE CHANGES.”

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# Part I: Education Information

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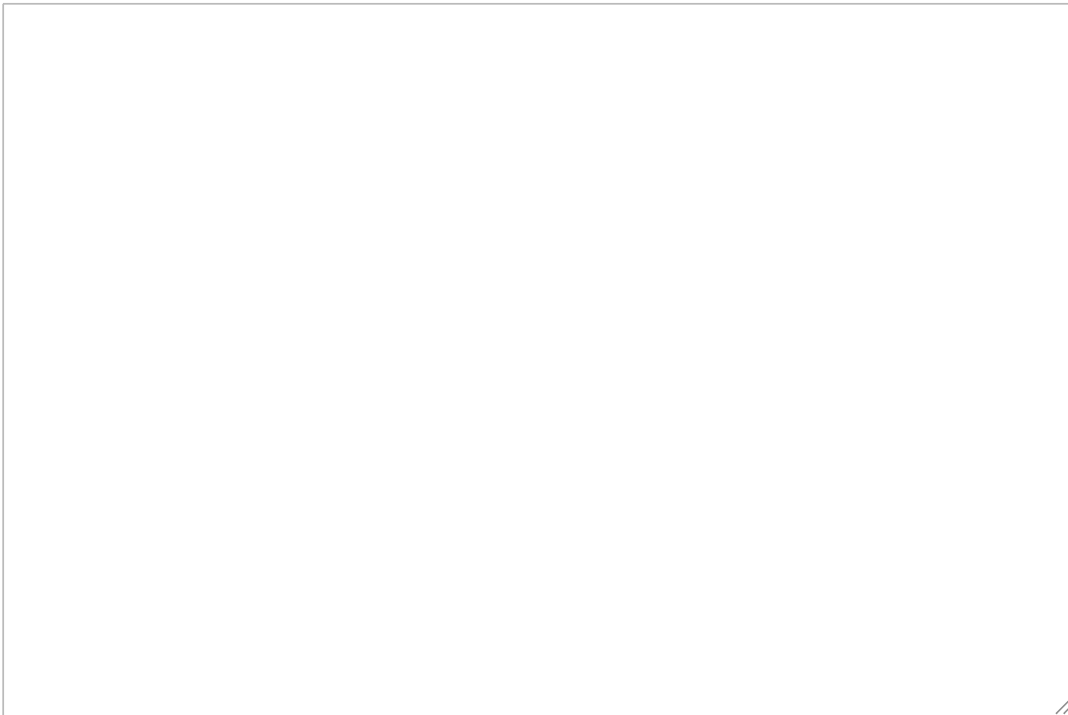
What is the highest level of education you have obtained?



List all your educational experience and the name of the institutions and the years of attendance.



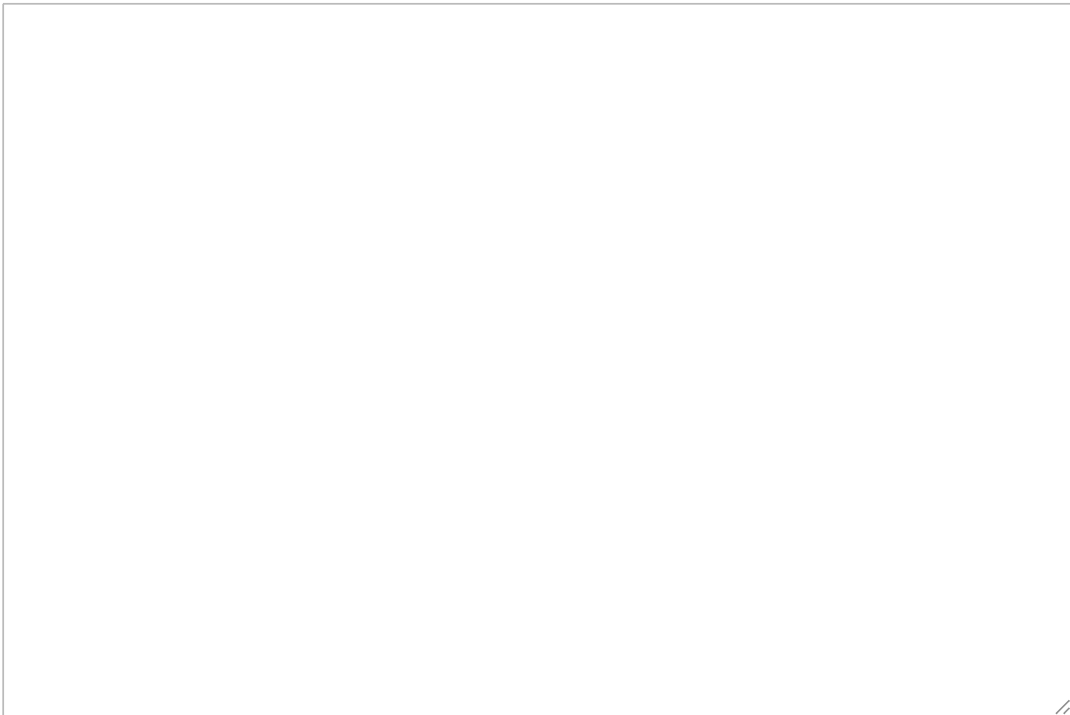
List all professional designations that you have or have held and professional associations to which you belong or have belonged to (please include your membership number where applicable):



Other skills, training, related interests:



Have you ever completed a thesis for a degree? If so, please describe below and provide a digital copy of the thesis. Was your thesis ever subject to a digital plagiarism check?



If applicable, please attach a copy of your thesis here:

Choose File No file chosen

## Part II: Work and Lobby Experience

List all full-time or part-time employment since you graduated from high school or for the immediately preceding 10 years, whichever is less. Start with the most recent and account for the entire applicable period, including unemployment periods if applicable. **Any omission will result in a delay in the processing of your application.**

For self-employed individuals please specify nature of the business including which products or services were sold and who customers typically are/were.

1	<p>Employer:</p> <input style="width: 100%; height: 25px;" type="text"/>		
	<p>Supervisor:</p> <input style="width: 100%; height: 25px;" type="text"/>		
	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"> <p>From (Month / Year):</p> <input style="width: 100%; height: 25px;" type="text"/> </td> <td style="width: 50%; border: none;"> <p>Until (Month / Year):</p> <input style="width: 100%; height: 25px;" type="text"/> </td> </tr> </table>	<p>From (Month / Year):</p> <input style="width: 100%; height: 25px;" type="text"/>	<p>Until (Month / Year):</p> <input style="width: 100%; height: 25px;" type="text"/>
<p>From (Month / Year):</p> <input style="width: 100%; height: 25px;" type="text"/>	<p>Until (Month / Year):</p> <input style="width: 100%; height: 25px;" type="text"/>		

Reason for cessation:

Details of self-employment (if applicable):

ADD ROW

In the course of any work experience or political involvement, have you ever lobbied a government official? If so, please elaborate on the cause and if you were paid. Further, please described if you are currently or have ever been listed in the federal or various provincial lobbying database.



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## Part III: Positions with Political Parties

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Provide the name of any municipal, provincial, territorial or federal political party, in any jurisdiction, in which you have been a member, the positions you held or sought (if any) and the period during which you held the position(s) or the date on which you sought them.

\*Dates can be approximations.

1	Name of Party: <div style="background-color: #cccccc; height: 20px; width: 100%; margin-top: 5px;"></div>
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Position(s) held:	
<input type="text"/>	
From (Month / Year): *	Until (Month / Year): *
<input type="text"/>	<input type="text"/>

ADD ROW

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## Part IV: Involvement with Organizations

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What social, recreational, political, cultural, community or other organizations in Canada or elsewhere, whether formally or informally constituted, have you been a member of?

\*Dates can be approximations.

1	Name of Organization:
	<input type="text"/>
	Position(s) held:
	<input type="text"/>



From (Month / Year):*	Until (Month / Year):*
<input type="text"/>	<input type="text"/>

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## Part V: Social Media Information

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### Twitter:

Download all your tweets for review. Take the following steps as instructed on Twitter's Help Center page ([here](#)) to download your Twitter archive:

1. Go to your Account settings by clicking on the **more ...** icon in the navigation bar, and selecting **Settings and privacy** from the menu.
2. Under the **Account** section, click **Your Twitter data**.
3. Enter your password under **Download your Twitter data**, then click **Confirm**.
4. Click the **Request data** If your Twitter account is connected to Periscope, you'll have the option to **Request data** from Periscope as well.
5. When your download is ready, we'll send an email to your connected email From your **settings**, you can click the **Download data** button under the **Download data** section.

6/5/24, 4:48 PM

Print - CPC Candidate Nomination Application Portal

6. Once you receive the email, click the **Download** button while logged in to your Twitter account and download a .zip file of your Twitter archive.

Is your Twitter archive larger than 500 MB (megabytes) ?

- YES  
 NO

Please upload your archive to Dropbox, OneDrive or another reputable source and paste the download link below:

Facebook:

Please send a friend request to **Anthony Bello**

<https://www.facebook.com/anthonykbello>

Date sent:

Instagram:


Please send a friend request to **Anthony Bello**

@anthonykbello85


Date sent:

Fully disclose and provide all of your **current** social media account and/or websites. List handles or URLs below.:


Facebook:




Twitter:




Instagram:




Google+:




SnapChat:




YouTube:



LinkedIn:



WeChat:



If you don't have social media accounts, please select which ones you do not have:

- Toggle All
- I don't have Facebook
- I don't have X ( Twitter )
- I don't have Instagram
- I don't have Google+
- I don't have Snapchat
- I don't have Youtube
- I don't have LinkedIn
- I don't have WeChat

Forums/Message boards:

1	
---	---

ADD ROW

Other: (Pinterest, Periscope, etc):

1	
---	---

ADD ROW

Do you have any dormant or deactivated accounts that may still be viewable online?

Fully disclose and provide a copy of any deleted or publicly inaccessible social media or other online content attributed to you. Attach

document(s) below or provide URLs.

No file chosen



Fully disclose and provide a copy of any articles, any media coverage, and any quotes or interviews that relate to you. Attach document(s) below or provide URLs.

No file chosen



---

## Part VI: References

---

Please provide three personal references other than family members:

1	<p>Name:</p> <input type="text"/>
	<p>Address:</p> <input type="text"/>
	<p>City: <input type="text"/></p>
	<p>Postal Code: <input type="text"/></p>

Home Phone:

Cell:

Email:

Relationship:

2

Name:

Address:

City:

Postal Code:

Home Phone:

Cell:

Email:

Relationship:

Name:

Address:

City:

Postal Code:

3

Home Phone:

Cell:

Email:

Relationship:



---

# Part VII: General Questions

---

Why do you want to be a candidate for the Conservative Party of Canada?

Have you carefully and thoughtfully read the Conservative Party of Canada Policy Declaration?

- YES  NO

Comments (Optional):

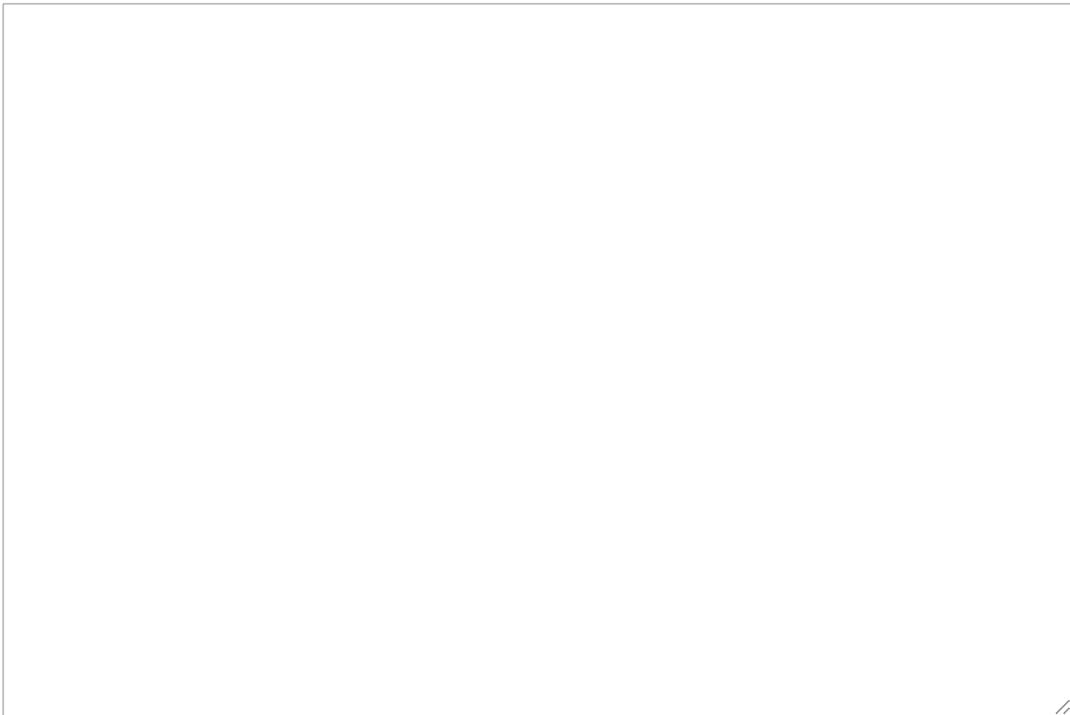
Are there any policies and principles that you disagree with?

- YES    NO

Comments (Optional):



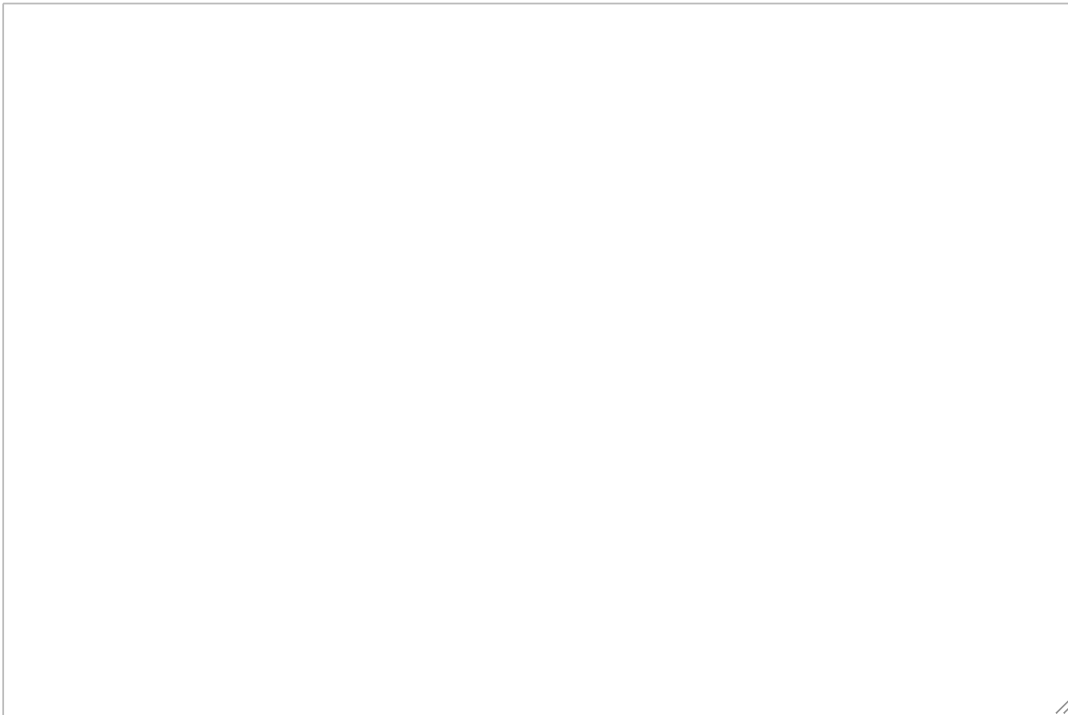
Are there other principles and policies not mentioned in the Conservative Party Policy Declaration that you adhere to and wish to promote?



How will your employment or life experience assist you or prepare you for your responsibilities as a Member of Parliament?



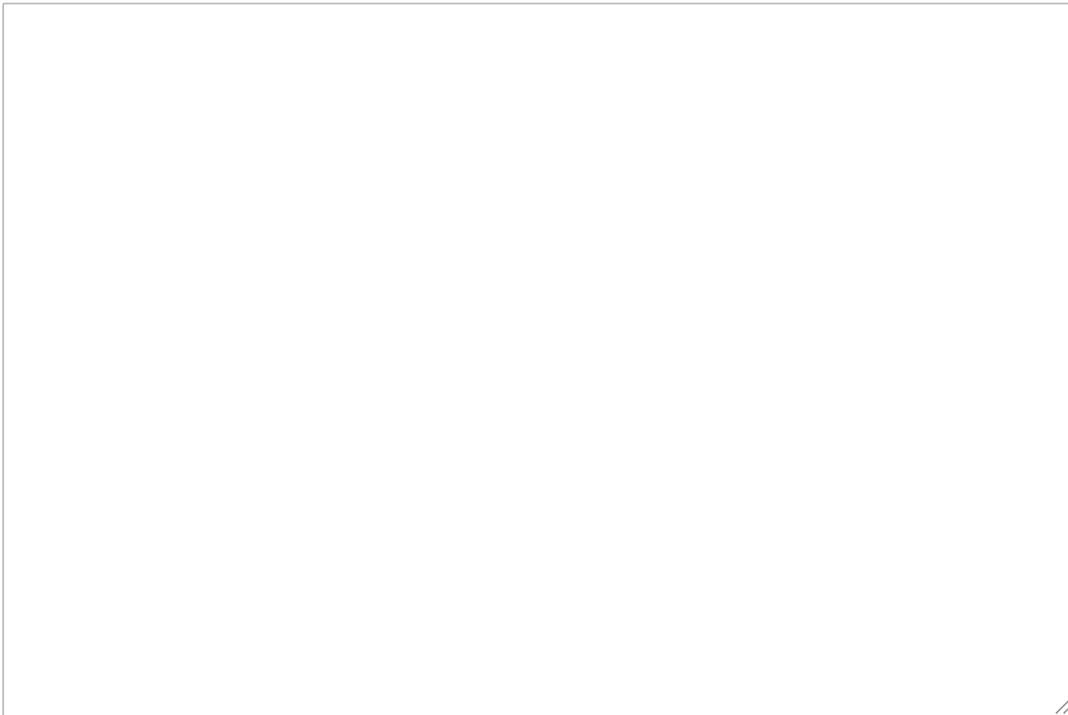
What election campaign experience do you have?



Have you had experience in public speaking, both to large and small groups? If so, elaborate.



What experience have you had in public debating?



What training or experience have you had with the media (Print, Radio, TV)?



If you become the Conservative Party candidate, what strategy would you employ to defeat your principal opponent in your electoral district?



How do you plan to approach raising funds for your nomination and potential candidacy?



With which community or interest groups in the electoral district do you have strong personal relations?

Test



What, if any, elected or practical experience have you had (e.g., government, administrative boards, commissions, community

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organizations, corporations, professional organizations, unions, military service)?



Do you have sources of income, income-producing assets or securities that you would have to divest or place in a blind trust to avoid an actual or apparent conflict-of-interest?

- YES  
 NO

If yes, please explain:



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Have you ever had a serious dispute with the Canada Revenue Agency, the Canada Border Services Agency, or their predecessors over personal or corporate tax matters?

- YES  
 NO

If yes, please explain:

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Do you support the views of, or have you ever had an association with, any groups that promote the secession of any province or region of Canada?

- YES  
 NO

If yes, please explain:

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Have you been accused of, or been engaged in, activities that promote discrimination or hatred against people on the basis of race, national or ethnic origin, colour, religion, age, sex, sexual orientation, marital status, family status, or disability?

- YES  
 NO

If yes, please explain:



Have you owned your own business?

- YES
- NO

Have you experienced a business failure in the last 20 years?

- YES
- NO

Have you ever acted as an officer for a corporation?

- YES
- NO

Have you ever acted as a director for a corporation?

- YES
- NO

If yes to any of the above, please provide details below:

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Have you faced, or are you currently facing, any lawsuits relating to your personal or business life?

- YES  
 NO

To the best of your knowledge, are there any circumstances which may give rise to future legal action being taken against you?

- YES  
 NO

If you answered yes to either of the two questions above, please explain:

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Are you, or will you be, a shareholder or officer in any company (other than a publicly- traded company) having a contract or agreement with the Government of Canada?

- YES  
 NO

If yes, please give details:

Have you considered the implications on any conflict-of-interest requirements with which you may have to comply if elected and how you will deal with those requirements?

- YES
- NO

In your personal or business experience, have you ever been sued for, or are there any circumstances which may result in you being sued for:

**Fraud**

YES    NO

**Breach of contract**

YES    NO

**Unfair labour practices**

YES    NO

**Violation of human rights**

YES  NO

If yes to any of the above, please provide details below:

**Have you ever filed for bankruptcy?**

**Business**

YES  NO

**Date**

**Personal**

YES  NO



Date

If YES, has a discharge been granted?

YES  NO

Date

Have you ever been dismissed from employment for cause?

YES  NO

If yes, please give details:

Have you ever participated in an illegal strike?

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YES  NO

Have you ever been refused a bond?

YES  NO

Have you ever been disciplined or cautioned by a professional organization or tribunal?

YES  NO

If yes, please give details:

Are you currently, or have you ever been, under investigation by a professional organization or tribunal for alleged misconduct (even if you were subsequently cleared of any wrongdoing)?

YES  NO

If yes, please give details:

Are you currently, or have you ever been, under investigation by any law enforcement agencies (even if no charges were brought against you)?

- YES    NO

If yes, please give details:

Have you ever been, or are there any circumstances that may cause you to be (even if charges were withdrawn or you were subsequently found not guilty)?

Charged with a criminal offence:

YES  NO

Charged with a statutory, regulatory or by-law offence (other than traffic offences)?

YES  NO

Fined (other than traffic fines)?

YES  NO

Placed on probation?

YES  NO

Imprisoned?

YES  NO

If YES to any of the above, please give details:

Have you ever been denied entrance to another country?

- YES    NO

If YES, please give details:

Have you ever been denied security clearance by any government?

YES  NO

If YES, please give details:

Are you presently involved in any matrimonial or custody proceedings in any court?

YES  NO

If YES, please give details:



Have you ever written anything in any language that has been published or widely distributed through the Internet or other means? Without limiting the breadth of this question, this includes academic or professional papers, books or textbooks, newsletters, blogs, internet message boards, newspaper reports, “op-ed” pieces, columns, letters to the editor, magazine articles, short stories, novels or other fiction. If so provide a comprehensive list of all such publications and any online user name.

YES  NO

Have you ever been discharged, suspended or asked to resign from any employment?



Do you have any outstanding liabilities to any taxation authorities in Canada? Have you made any special arrangements or special payment plans with respect to such liabilities? Are there any matters that remain to be resolved with respect to any of your obligations owed to any taxation authority in Canada (unresolved assessments challenges, reassessments, etc.)?

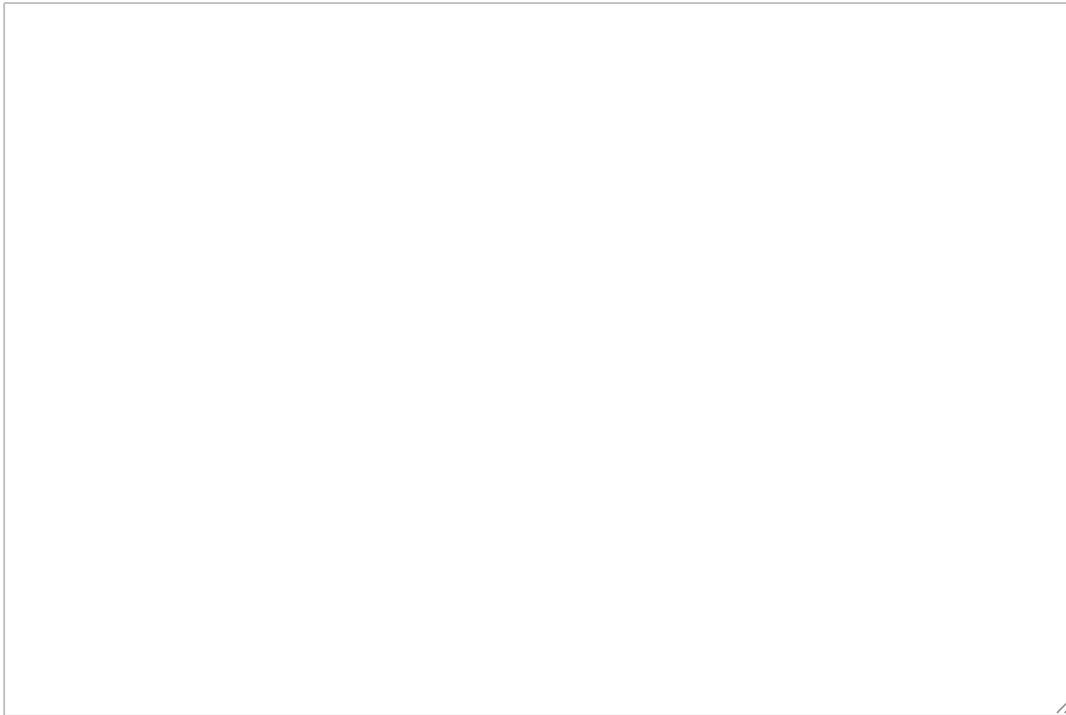


no

Have you been the subject of any legal proceedings, inquiry or investigation instituted or undertaken by an agency of government or a regulatory body in Canada or elsewhere? If so provide details.

Have you ever been charged or convicted of plagiarism, cheating on examinations or other conduct that was the subject of academic

discipline? If so, provide details.



Is there anything in your personal, professional or business background that could cause embarrassment for the Party, hinder your ability to perform, adversely affect your candidacy or the Party, or demonstrate a lack of integrity, if it became public knowledge during the campaign or if you should become a Member of Parliament?

YES  NO

Have you ever been accused of improper sexual behaviour?

YES  NO

Do you agree not to use the Conservative Party of Canada logo as a Nomination Contestant?

YES  NO

Have you have read the [Nomination Rules and Procedures](#) as set out by the National Council?

YES  NO

---

## Part VIII: Criminal Record Report and Credit Record Report

---

Do you agree to a standard credit rating and criminal reference check?

YES  NO

### **Criminal Record Report:**

All potential candidates are required to provide a Criminal Record Report or a current Certificate of Conduct whether offences have or have not been committed.

Go to:

[www.sterlingtalentsolutions.ca/landing-pages/c/conservative-party-of-canada/](http://www.sterlingtalentsolutions.ca/landing-pages/c/conservative-party-of-canada/)

This site has been set up specifically to streamline the process to submit and collect the criminal record report.

Follow the instructions to complete the process:

1. Visit <https://www.sterlingtalentsolutions.ca/landing-pages/c/conservative-party-of-canada/> and click on “Start My Check”
2. You will need to register for a myBackCheck account and create a username and
3. Once registered, you will receive a confirmation of registration e-mail from com. Open it and click on the web link to activate your myBackCheck.com account.
4. Type in your username and password to log Once logged in click on the ‘Inbox’ tab at the top of the page to find your Invitation.
5. Click on the Conservative Party of Canada Invitation, which will allow you to click ‘Accept and Continue’ to move forward with your check.
6. Continue with the steps and pay online by credit card (\$40 plus tax – if applicable).
7. After the purchase is complete, click on “my Account” and then click ‘Continue’ to proceed with the criminal record check.
8. Enter your identity
9. Disclose any criminal These details will be used by the police department to verify any potential record you may have, so remember to be as accurate as possible.
10. Review the Term and
11. Verify your ID online, or if you do not pass the ID online process, print the Canada Post ID Verification Form and take it to your nearest participating Canada Post location to have your IDs verified and submitted to com. No money needs to be given to the Canada Post representative as this payment is included in the initial fee through the myBackCheck.com site.

Once complete, please upload Criminal Record Report here:

No file chosen

## Credit Record Report

A Credit Record Report is required of all potential candidates and must be submitted. Please use one of these services and include a copy of the full report with your application:

### **Equifax:**

<https://www.consumer.equifax.ca/personal/>

### **TransUnion:**

<https://www.transunion.ca/product/credit-report>

Once complete, please upload completed Credit Record Report here:

No file chosen

I, Rory McTory, a prospective Candidate for a Conservative Party nomination, attest and agree that I have truthfully completed this NCQ and have not omitted any information that may be relevant.

Nomination Contestant Name:

Nomination Contestant Signature:

Date:

---

**I am done editing and submitting the above for approval.**

Yes

**IMPORTANT NOTE:** Please be sure that you have fully completed this document before selecting “Yes.” By selecting the “Yes” button above and pressing “SAVE CHANGES,” you will be submitting this form for final approval and will no longer be able to return to this page to make changes. If you would like to leave this page and come back at a later date to make further edits, leave the button above set to “No” and press “SAVE CHANGES.”

---

---

# Part I: General Consent Form

---

I agree that all the information and answers given in this document be made available to:

The Candidate Nomination Committee of my EDA

Applicants  
Initials:

National Council

Applicants  
Initials:

Conservative Party of Canada – Political  
Operations

Applicants  
Initials:

Nomination Contestant Name:



Nomination Contestant Signature:

Date:

---

## Part II: Confidentiality Agreement

---

I, Rory McTory, agree that in return for the consideration of my application to be a nomination contestant by the designated local and national candidate selection committees of the Conservative Party of Canada, I will hold in confidence all information about either committee's review of my application. In particular, I will not disclose to anyone other than my immediate family members and personal legal and financial advisors, the content of any discussions I have with either committee about my personal information disclosed to them through the application process.\* I understand that those committees will hold such personal information that I impart to them in confidence, and will not disclose it except as necessary to staff, National Council or others connected to the Party for the purpose of administration of the Candidate Nomination Rules and Procedures or as required by law.

Signature:

Date:

Name of Witness:

Signature of Witness:

Date:

\* For purposes of this agreement, “personal information” means information about the applicant which is not publicly available.

---

## Part III: Consent Letter to Elections Canada

---



**Consent Letter:**

If nominated as the Conservative Party candidate for the next Federal General Election, I, Rory McTory authorize Elections Canada to allow the Conservative Party of Canada to have full access to all information regarding the status and content of my Electoral Campaign Return, including any supporting documentation.

**Signature:**

**Date:**

---

## Part IV: Declaration

---

I, Rory McTory

1. certify that I have read and understand the Rules and Procedures for Candidate Nominations and specifically acknowledge and agree that:
  - a. the National Candidate Selection Committee has authority to disallow or not permit my candidacy on any grounds it sees fit;
  - b. such decision of the National Candidate Selection Committee may only be appealed to National Council by filing an appeal in writing with the Executive Director of the Conservative Party of Canada within forty-eight (48) hours of the decision being communicated to me by email;
  - c. such the decision of National Council is shall be final, binding and not subject to further appeal, challenge or judicial review;
  - d. I will not seek the review by the Courts in contract, tort, judicial review or otherwise of any decision of the Conservative Party of Canada or any of its representatives, including any decision of the Executive Director or their designate, a Returning Officer or their designate, or an Electoral District Association Board, a Candidate

Nomination Committee (“CNC”), a CNC Chair, the National Council Selection Committee, the Secretariat Committee, the Arbitration Committee, the National Council, or any Chair, President or member thereof;

- e. if, in breach of this undertaking, I commence such a proceeding or pursue any course of action which involves an appeal, challenge or judicial review despite the above undertaking, I shall be responsible for any and all costs thereof and shall bear the legal and fees expenses incurred by all persons named as defendants or respondents on a full indemnity basis, including but not limited to any and all legal fees and expenses incurred by the Conservative Party of Canada or the Conservative Fund Canada;
2. accept and agree to advance, the policies, principles, goals and objectives of the Conservative Party of Canada as set out in the Constitution of the Party, the Conservative Party of Canada Policy Declaration, and elsewhere;
3. agree to follow and obey all rules, procedures, guidelines and related directives established by the National Council of the Conservative Party of Canada with respect to the Candidate Nomination Process including the Rules and Procedures for Candidate Nominations, the Code of Conduct for Volunteers, Campaign Staff and EDA Staff, and the Membership Processing Procedures, and in particular I agree that:
  - a. membership information provided to me by the EDA or Party will be used only for the purpose of campaigning for the nomination and not for any other purpose;
  - b. use of the Party logo (consisting of a stylized letter C in blue with a red maple leaf) is not permitted in campaigning for a nomination;
  - c. I will not seek the nomination of another political party, or run as an independent candidate, and will not endorse, campaign for or publicly support any opposing candidate or

political party, in the next federal election. I further confirm that following the nomination process, when the nominated candidate resulting from the process contests the election, I will take no steps, and make no comments whether public or amongst Party personnel or members which could be interpreted or understood to oppose the nominated candidate in any way; and

d. if successful in winning the nomination, I will participate in training sessions conducted by the Party on how to run an effective federal election campaign, and agree to enter into any reasonable financial arrangements with the Conservative Party of Canada concerning payment for the provision of campaign services by the Party to the candidate;

4. have been advised to obtain independent legal advice before participating in any process under the Rules and Procedures for Candidate Nominations, including signing this Declaration and submitting my Application, and I have consulted with independent legal counsel or waived my right to do so because I fully understand my rights and obligations thereunder without such professional advice.

Signature:

Date:

Print Name of Witness:

Witness Signature:

Date:

---

## Part IV: Personal Information Consent Form (Canada Revenue Agency)

---

TO: Canada Revenue Agency

This shall be your good and sufficient authority to release to  
the National Candidate Selection Committee of the



Conservative Party of Canada, 1800-66 Slater St., Ottawa, ON, K1P 5H1, any information concerning any offences, infractions, or pending matters involving the undersigned under any Act or regulation enforced or administered by the Canada Revenue Agency.

Name of Applicant:

Street, Address, Apartment:

City or Town:

Province:

Postal Code:

Telephone Number:

I consent to the release of personal information about myself as required by s.19(2)(a) of the Access to Information Act and as described above.

Signature:

Date:

---

## Part V: Personal Information Consent Form (Canada Border Services Agency)

---

TO: Canada Border Services Agency

This shall be your good and sufficient authority to release to the National Candidate Selection Committee of the Conservative Party of Canada, 1800-66 Slater St., Ottawa, ON, K1P 5H1, any information concerning any offences, infractions, or pending matters involving the undersigned under any Act or regulation enforced or administered by the Canada Border Services Agency.

Name of Applicant:

Street, Address, Apartment:

City or Town:

Province:

Postal Code:

Telephone Number:

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Select ▼

[Greyed out input field]

[Greyed out input field]

I consent to the release of personal information about myself as required by s.19(2)(a) of the Access to Information Act and as described above.

Signature:

Date:

[Large empty box for signature]

[Greyed out input field for date]

---

## Part VI: Personal Information Consent Form (Citizenship and Immigration Canada)

---

TO: Citizenship and Immigration Canada

This shall be your good and sufficient authority to release to the National Candidate Selection Committee of the Conservative Party of Canada, 1800-66 Slater St., Ottawa, ON, K1P 5H1, any information concerning any offences, infractions, or pending matters involving the undersigned under any Act or regulation enforced or administered by the Citizenship and Immigration Canada.

Name of Applicant:

Street, Address, Apartment:

City or Town:

Province:

Postal Code:

Telephone Number:

I consent to the release of personal information about myself as required by s.19(2)(a) of the Access to Information Act and as described above.

Signature:

Date:

---

## Part VII: Personal Information Consent Form (Department of National Defence)

---

TO: Department of National Defence

This shall be your good and sufficient authority to release to the National Candidate Selection Committee of the Conservative Party of Canada, 1800-66 Slater St., Ottawa, ON, K1P 5H1, any information concerning any offences, infractions, or pending matters involving the undersigned under any Act or regulation enforced or administered by the Department of National Defence.

Name of Applicant:

Street, Address, Apartment:

City or Town:

Province:

Postal Code:

Telephone Number:

I consent to the release of personal information about myself as required by s.19(2)(a) of the Access to Information Act and as described above.

Signature:

Date:

---

## Part VIII: Declaration Re: Membership Submission Rules

---

I, Rory McTory, Conservative Nomination Candidate, confirm that I have read, and understand the membership by-laws and am responsible to ensure the rules are understood and followed by my campaign.

Signature:

Date:

---

# Part IX: Declaration Re: Use of Authorized Materials

---

If nominated as the Conservative Party candidate for the next Federal General Election, I, Rory McTory agree to use only those campaign materials provided and/ or authorized by the Conservative Party of Canada. Campaign materials include, but are not limited to, campaign literature, websites, lawn signs, letterhead and business cards.

Signature:

Date:



---

# Part X: Candidate Assignment Form

---

I, Rory McTory, Conservative Nomination Candidate, undertake to execute a Form EC 20007 – Request for Assignment of Payment to assign payment of the first and final instalments of the Reimbursement of the Candidate’s Election and Personal Expenses following the general election by Elections Canada to the Conservative Fund Canada, 1800-66 Slater St., Ottawa, ON, K1P 5H14.

Signature of Candidate:

Date:



Name of the Financial Agent:

Signature of Financial Agent:



Date:

---

# Part XI: Candidate Donation Pledge

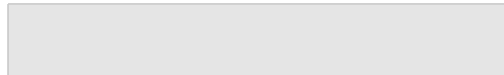
---

I, Rory McTory, Conservative Nomination Candidate, pledge to make the maximum allowable donation to the Conservative Party of Canada and/or an EDA in each calendar year while I am a Member of Parliament.

Signature of the Candidate:



Date:



---

## Part XII: Candidate Asset Disposition

---

I, Rory McTory, Conservative Nomination Candidate, pledge that any and all assets purchased by campaign funds (either transferred from the EDA, or contributed to my campaign Official Agent shall become the property of the EDA, or liquidated and the funds returned to the EDA.

Signature of the Candidate:

Date:



I,  
, Conservative Nomination Candidate, can reasonably expect to be able to raise

dollars in support of my campaign and be able to recruit

volunteers in support of my campaign.


I,  Conservative Nomination Candidate, understand that a condition

of my candidacy should I win the nomination, may only utilize the brand standards, tools and technology approved by the CPC to forward my campaign. This includes use of the CPC designated voter ID database, website, literature, and generalized brand standards. Further I,

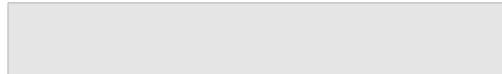
Rory McTory

, understand that my campaign will be required to utilize only approved party vendors.

Signature of the Candidate:



Date:



---

**I am done editing and submitting the above for approval.**

Yes

**IMPORTANT NOTE:** Please be sure that you have fully completed this document before selecting “Yes.” By selecting the “Yes” button above and pressing “SAVE CHANGES,” you will be submitting this form for final approval and will no longer be able to return to this page to make changes. If you would like to leave this page and come back at a later

date to make further edits, leave the button above set to “No” and press “SAVE CHANGES.”

---

Pursuant to Section 3 of the *Rules and Procedures for Candidate Nominations*, the Letter of Intent and Nomination Petition Form can be submitted to the Party separate from the rest of the Application. These eligibility requirements must only be met after the Closing Notice, at which time, Applicants must submit their Letter of Intent and Nomination Petition Form by the Application deadline set out in the Closing Notice.

---

## LETTER OF INTENT

---

Federal Electoral District in which nomination is sought:

Undeclared

Federal Electoral District (343) in which nomination is sought:

10001 - Avalon

*\*If the riding listed is above incorrect or you have changed the riding in which you are seeking nomination, please contact your Regional Desk Officer. Contact information can be found [here](#).*

If you are not resident in the Electoral District indicated above, in which district do you live?



How long have you lived or worked in the Electoral District in which you wish to be a Candidate?



If you do not live in this Electoral District, why do you want to seek the nomination?

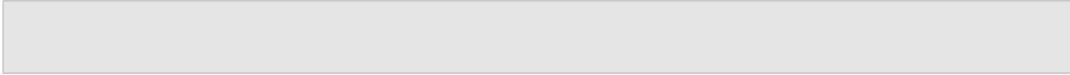




Have you ever been active with the CPC in the riding in which the nomination is being sought? If so, please explain.



Nomination Contestant Name:



Nomination Contestant Signature:

A large, empty rectangular box with a thick grey border, intended for the nomination contestant's signature.

---

## NOMINATION PETITION FORM

---

Please download and complete the following Nomination Petition Form: [Download here](#)

Once complete, please upload your Nomination Petition Form here:

No file chosen

Please enter the names, addresses, telephone numbers, and email addresses of the individuals who have signed your Nomination Petition Form:

	Name:	Address:	Phone:	Email:	Membershi p Number: *
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
7	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

ADD ANOTHER PETITION SIGNATORY

\* Membership Number is optional.



**I am done editing and submitting the above for approval.**

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 No

**IMPORTANT NOTE:** Please be sure that you have fully completed this document before selecting “Yes.” By selecting the “Yes” button above and pressing “SAVE CHANGES,” you will be submitting this form for final approval and will no longer be able to return to this page to make changes. If you would like to leave this page and come back at a later date to make further edits, leave the button above set to “No” and press “SAVE CHANGES.”

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7



**CONSERVATIVE PARTY OF  
CANADA**  
**Rules and Procedures for the  
2022 Leadership**

**March 8, 2022**

# 1 INTRODUCTION

## 1.1 Definitions

1.1.1 Wherever capitalized, the following words or phrases are defined as follows:

- (a) “CRO” means the Chief Returning Officer appointed pursuant to these Rules;
- (b) “DRAC” means the dispute resolution appeals committee appointed pursuant to these Rules;
- (c) “DRO” means any Deputy Returning Officer appointed pursuant to these Rules;
- (d) “EDRO” means any Electoral District Returning Officer appointed pursuant to these Rules;
- (e) “Fund” or “the Fund” means Conservative Fund Canada;
- (f) “LCQ” means leadership candidate questionnaire as published pursuant to these Rules;
- (g) “LDC” means the leadership debate committee;
- (h) “LEOC” means the leadership election organizing committee appointed pursuant to these Rules;
- (i) “LCNC” means the Leadership Candidate Nominating Committee appointed pursuant to these Rules;
- (j) “National Voters List” means the list of members of the Conservative Party of Canada who are determined to be eligible to vote in the leadership election;
- (k) “Party” means the Conservative Party of Canada;
- (l) “Rules” means these leadership election rules; and
- (m) “The Constitution” means the Conservative Party of Canada Constitution

1.1.2 Unless specifically defined or used differently in these Rules, words, and phrases herein which are defined in the *Canada Elections Act* shall have the same meaning as is provided in the definitions section of the *Canada Elections Act*.

## 1.2 Introduction

1.2.1 The LEOC was appointed on February 16<sup>th</sup>, 2022, and pursuant to section 10.9.2 of the Constitution is responsible for conducting the Leadership Election Process for the Party.

1.2.2 Voting will be conducted by a single secret ballot on which the member will indicate his or her preferred Candidates by marking a ballot with sequential numbers to indicate their Candidate preference.

1.2.3 These leadership election rules (Rules) are issued pursuant to section 10.9.2 of the Constitution, which mandates LEOC to “determine the rules and procedures for the conduct of the leadership selection process.” LEOC may amend these Rules or issue

further rules or procedures from time to time, as it deems necessary to conduct an open, fair, transparent, and equitable election process while respecting the Constitution as passed by the Membership at the start of the leadership process.

1.2.4 This Election Process shall be determined to have been convened on February 3, 2022.

### **1.3 Appointment of Officials**

1.3.1 LEOC may appoint officials as it determines necessary to conduct the Election Process and may delegate in writing to him, her or them (collectively and individually “Delegated Decision-makers”) the authority to apply or interpret these Rules and any other rules, regulations, guidelines and/or procedures related to this Election Process.

1.3.2 Delegated Decision-makers of LEOC act with the full authority of LEOC and decisions rendered by Delegated Decision-makers shall have the same force and effect as having been issued by LEOC.

1.3.3 All authorities set out herein may be delegated by the individual or committee responsible except for those specifically reserved for subcommittees of LEOC set out in Sections 1.6, 1.7, and 1.8.

### **1.4 Chief Returning Officer**

1.4.1 LEOC shall appoint a CRO.

1.4.2 The CRO shall:

- a) Be responsible for all matters pertaining to the conduct of the vote other than those specifically reserved for LEOC, the LCNC, or the DRAC herein;
- b) Appoint and oversee training for neutral Deputy Returning Officers (DRO) and other election officers as required;
- c) Recommend to LEOC for its approval Leadership Voting Procedures which shall set out (i) the process for postal voting; (ii) the process for the selection of in-person polling stations (if any); (iii) member identification requirements; (iv) the criteria for ordering Candidate names on the ballot; (v) any other clarification that the CRO deems advisable;
- d) Authorize the selection of any in-person polling stations;
- e) Certify the list of names of eligible voters for each Electoral District and provide each in-person polling station with the appropriate list and approved ballots;



- f) Prescribe the form of the ballot; and
- g) Carry out such other duties as may be determined by LEOC from time to time.

1.4.3 All notices to the CRO must be sent to:

Chief Returning Officer  
Conservative Party of Canada  
1720 – 130 Albert Street  
Ottawa, Ontario, K1P 5G4  
[CRO@conservative.ca](mailto:CRO@conservative.ca)

### **1.5 Deputy Returning Officers**

- 1.5.1 The CRO shall appoint Deputy Returning Officer(s) (DRO), as needed, and may appoint Electoral District Returning Officer(s) (EDRO) for any Electoral District where a polling station is authorized.
- 1.5.2 Where more than one polling station is established for any Electoral District as specified in these Rules, the CRO must designate the EDRO who shall be responsible for the conduct of balloting at that Polling station and answer to the EDRO.
- 1.5.3 An EDRO(s) need not reside in the Electoral District and the CRO may appoint the same person as EDRO for more than one Electoral District.

The CRO may revoke or replace any appointment under this section.

### **1.6 Electoral District Returning Officers**

- 1.6.1 The EDRO shall preside over the Election Day process including registration, voting, vote counting, communication with the CRO, security, and the establishment of Voting and Counting areas at the Polling Station for his or her Electoral District.
- 1.6.2 The CRO shall hold training sessions for EDROs.

### **1.7 Rules Committee**

- 1.7.1 LEOC shall appoint a Rules Committee. The Rules Committee shall recommend rules for adoption by LEOC and shall review the rules from time to time, and recommend amendments pursuant to section 1.2.3.
- 1.7.2 The Rules Committee shall liaise with any approved Candidates or their appointed representatives in respect of any amendment requested or proposed to the rules.
- 1.7.3 The Chair of LEOC and the CRO shall be ex-officio members of the Rules Committee, entitled to participate in all deliberations.

## **1.8 Dispute Resolution Appeals Committee**

- 1.8.1 LEOC shall appoint a Dispute Resolution Appeals Committee (DRAC). The DRAC will have the power to set its own rules and procedures.
- 1.8.2 Any notice required to be provided to the DRAC shall be provided in writing to the Chair of the DRAC.
- 1.8.3 DRAC shall have all remedies available to them except for the disqualification of a Candidate. In the event that DRAC is of the opinion that a Candidate should be disqualified, they shall provide a written recommendation to the Chair of LEOC, who shall convene a meeting of LEOC who will accept or reject the recommendation within 4 days of receipt of the recommendation.

## **1.9 Leadership Candidate Nomination Committee**

- 1.9.1 LEOC shall appoint a Leadership Candidate Nomination Committee (LCNC) which may include any LEOC member not serving on the DRAC and shall include the Chair of LEOC.
- 1.9.2 Any notice required to be provided to the LCNC may be provided to the Chair of the LCNC.

## **1.10 Leadership Debate Committee**

- 1.10.1 LEOC shall appoint a Leadership Debate Committee (LDC).
- 1.10.2 The LDC shall make arrangements for sanctioned forums and debates.
- 1.10.3 There shall be at least one debate in the English language and one debate in the French language where attendance will be mandatory for the Candidates.
- 1.10.4 The LDC shall recommend rules of procedure for the debates to be adopted by LEOC.
- 1.10.5 The full compliance deposit as set out in Section 3.4, the first two instalments of the registration fee as set out in Section 3.3, and five hundred (500) member signatures of endorsement as set out in Section 3.2 must be received by the Party before the Candidate may participate in any Party sanctioned Leadership forums or debates.

## **1.11 Independent Auditor**

- 1.11.1 LEOC shall appoint an independent auditor to monitor and verify the Leadership Election process and result.

### **1.12 Neutrality of Election Officials**

- 1.12.1 Prior to their appointment, members of LEOC, the CRO, each DRO, and other Delegated Decision-makers shall sign a neutrality commitment in the form prescribed by LEOC and shall abide by it. The chair(s) of LEOC shall remove and replace anyone who contravenes the neutrality commitment.

## **2 MEMBERSHIP**

### **2.1 Eligibility to vote**

- 2.1.1 To vote in the election process a person must be a member in good standing of the Party as of 11:59 pm Eastern Time (ET) on June 3<sup>rd</sup>, 2022.
- 2.1.2 The Cut-off Time is determined as follows - Memberships purchased online at [www.conservative.ca](http://www.conservative.ca) until 11:59 pm ET on June 3<sup>rd</sup>, 2022 will be eligible to vote. All other membership submission methods must be received at Conservative Party Headquarters by 5:00 pm ET on June 3<sup>rd</sup>, 2022 to be eligible to vote.
- 2.1.3 Any membership or membership renewal received after the Cut-off Time will be processed and the member's name will be added to the membership list of the Party, but any such member will not be entered on the National Voters List and will not be eligible to vote in the Election Process.
- 2.1.4 The CRO shall establish a list of all members of the Party in good standing as of 11:59 pm ET on June 3<sup>rd</sup>, 2022.

### **2.2 Residency**

- 2.2.1 Each member's vote shall count for the Electoral District in which the member's place of residence is located.
- 2.2.2 The National Voters List shall state the Electoral District in which each member is entitled to vote and, unless changed or challenged in accordance with these Rules, the National Voters List shall be determinative of the issue of residence.

### **2.3 Membership Submissions by Candidates**

- 2.3.1 Memberships paid for by way of credit card, must be submitted electronically using the online tools provided by the Party.

- 2.3.2 Candidate membership submissions may only be paid by the individual or family member using a personal form of payment, in accordance with the Conservative Party's Membership By-Law and Elections Canada rules.
- 2.3.3 Any payment by personal cheque must be accompanied by a prescribed membership form and the applicant's cheque made payable to Conservative Fund Canada.

## **2.4 National Voters List**

- 2.4.1 The CRO shall have the absolute discretion to take whatever steps are necessary to ensure the accuracy of the National Voters List. Verification programs may be random or as otherwise determined by the CRO. Verification by the CRO of membership, eligibility to vote, and accuracy of information may take place at any time and there is no obligation to notify any Candidate of verification efforts.
- 2.4.2 The CRO shall send, to each EDRO, a portion of the National Voters List for the applicable Electoral District(s) under their jurisdiction by July 8<sup>th</sup>, 2022.

## **2.5 Changes Related to Residence**

- 2.5.1 This section applies only to the determination of the Electoral District in which the member is eligible to vote.
- 2.5.2 Any request for a change of a member's Electoral District must be made in writing and received by the CRO along with any supporting documentation no later than 5:00 pm ET on June 15<sup>th</sup>, 2022.
- 2.5.3 The CRO or their designate shall have the absolute discretion to substitute in a requested alternative Electoral District or leave the member's Electoral District as entered on the National Voters List unchanged.

## **2.6 Challenges Related to Membership (Eligibility or otherwise)**

- 2.6.1 This section applies to the determination of membership in the Party and the eligibility of a member to vote.
- 2.6.2 A Candidate may challenge the eligibility of any individual entered on the membership list on the grounds that any such individual is not a member in good

standing.

- 2.6.3 Any challenge pursuant to this section must be made in writing and received by the CRO along with any supporting documentation no later than seventy-two (72) hours after receipt of the eligible members' list.
- 2.6.4 After the membership cut-off date, the CRO shall provide a Preliminary National Voters List to Candidates.
- 2.6.5 The CRO shall provide a Final National Voters List to Candidates no later than 5:00 PM ET on July 29<sup>th</sup>, 2022.
- 2.6.6 In the event that a Candidate,  
a) is not in compliance with the filing requirements of the rules;  
b) has submitted a compliance deposit below the level set by LEOC; or  
c) has not complied with a compliance directive from LEOC;  
that Candidate shall not be entitled to receive updates to the membership list or to receive the Preliminary or Final National Voters List until they return to full compliance.
- 2.6.7 Any challenge pursuant to this section must specify the membership number, name of the member, the date on which the member first appeared on the membership list, and the basis of the challenge.
- 2.6.8 The onus of proof where a challenge has been submitted is on the Candidate who submitted the challenge.
- 2.6.9 The CRO shall investigate the challenge, request further information as deemed necessary, and make a determination.
- 2.6.10 Candidates may appeal the decision of the CRO to the Dispute Resolution Appeals Committee (DRAC) within twenty-four (24) hours of the determination of the CRO along with any supporting documentation. If no appeal is received by the DRAC within 24 hours, the CRO's decision is final.
- 2.6.11 DRAC may request further information from the Candidate that has made the challenge, the member in question, from other Candidates, or any other person. However, DRAC is not obliged to receive representations with respect to any challenge other than the initial submission of the Candidate making the challenge.
- 2.6.12 Decisions of the DRAC are final.

2.6.13 In the event that the CRO determines that a challenge pursuant to these sections has been made frivolously then the LEOC shall be entitled to levy a fine against the compliance deposit of the challenging Candidate.

2.6.14 DRAC may, in its sole discretion, refuse to allow further eligibility challenges and/or appeals of CRO determinations on eligibility challenges from a Candidate who has been determined to have made frivolous challenges.

## **2.7 Candidates' access to the Membership List and National Voters List**

2.7.1 Forthwith after confirmed receipt from a Candidate of the following,

- a) the first and second instalments of the registration fee of fifty thousand (\$50,000) dollars each;
- b) five hundred (500) endorsement signatures from members, as laid out in Section 3.2;
- c) A maintained compliance deposit balance of one hundred thousand (\$100,000) dollars; and
- d) the Candidate's written acknowledgment that the Membership List and the National Voters List is confidential and the exclusive property of the Conservative Party of Canada and shall only be used or disclosed as prescribed by the CRO.

the CRO shall provide the following information to that Candidate:

- e) The active membership list of the Party at the time.
- f) The historic membership records of the Conservative Party of Canada back to January 1, 2019.

2.7.2 Each time a new Candidate meets the requirements laid out in section 2.7.1, all other Candidates who are also eligible will receive the most up-to-date active membership list.

## **3 CANDIDATES**

### **3.1 Requirements of Candidacy**

3.1.1 No person shall be eligible to be a Candidate unless the Candidate:

- a) has been a member of the Party for at least six (6) months prior to filing his or her application or has received a written waiver of the six-month requirement from the LCNC; and
- b) Supports the founding principles of the Party as set out in the Constitution.

- 3.1.2 Candidates may apply to enter the race until April 19<sup>th</sup>, 2022 by submitting the following (collectively referred to as the “Filing Documents”):
- a) The Leadership Contestant Questionnaire (LCQ) is fully and frankly completed in a form prescribed by the LEOC;
  - b) The first instalment of the registration fee, fifty thousand dollars (\$50,000), as per Section 3.3;
  - c) A written endorsement of the Party’s Code of Conduct for Volunteers, Campaign Staff, and EDA Staff, in a form prescribed by LEOC, agreeing that it shall apply to the Candidate and to all members of his or her campaign; and
  - d) The completed contact document required under Section 3.5.1.
- 3.1.3 Incomplete filing documents will not be considered.
- 3.1.4 An Applicant may be interviewed by the LCNC within seven (7) days of the completed Application having been received by the Chair of LEOC.
- 3.1.5 The LCNC will review a Candidate Applicant’s application and any other information they see fit to ascertain the suitability of an Applicant.
- 3.1.6 Within fourteen (14) days following the receipt of a Candidate Applicant’s submission of the Filing Documents, upon agreement from the LCNC and provided all prerequisites for certification have been met, the Chair of LEOC shall send, in writing, a Notice of Certification to the Candidate Applicant confirming that the Candidate Applicant has met all prerequisites for seeking the leadership of the Party.
- 3.1.7 If a majority of the LCNC believes that there may be cause to reject an Applicant, the Chair of the LCNC shall immediately inform the LEOC. The LEOC shall render a decision to allow or disallow an Applicant within four (4) days of receiving notice from the LCNC that there may be cause to reject said Applicant.
- 3.1.8 If the Candidate Applicant is disallowed by LEOC, the Chair of LEOC shall return the Filing Documents and all submitted fees to the Candidate Applicant with a notice that their candidacy has been disallowed.
- 3.1.9 The LCNC has the absolute discretion to consider a fresh application from a Candidate who was previously disallowed and who otherwise follows the Rules set out herein.
- 3.1.10 All decisions of the LEOC are final and are not subject to internal appeal or judicial review.
- 3.1.11 To become a Verified Leadership Candidate and appear on the ballot,

each Certified Candidate must submit to the Chair of LEOC, in complete and good order no later than 5:00 PM ET on April 29<sup>th</sup>, 2022, the following:

- a) All endorsement signatures as set out in Section 3.2;
- b) The full registration fee as set out in Section 3.3; and
- c) The full compliance deposit as set out in Section 3.4.

### **3.2 Endorsement Signatures**

- 3.2.1 To be accepted as a Verified Leadership Candidate, each contestant must submit legible nomination forms in a file and in a format prescribed by the Party. These forms must include the names, signatures, residential addresses, telephone numbers, and Electoral Districts, and may include e-mail addresses, of not less than five hundred (500) members of the Party who must reside in not less than thirty (30) Electoral Districts representing not less than seven (7) different provinces/territories and shall be submitted at the time of application.
- 3.2.2 In order to be eligible to sign the nomination papers, a member must have been active at least twenty-one (21) days prior to submission by the Candidate.

### **3.3 Registration Fee**

- 3.3.1 There will be a leadership Candidate registration fee of two hundred thousand (\$200,000) dollars.
- 3.3.2 The first instalment of fifty thousand (\$50,000) dollars must be tendered from the following:
  - a) A certified cheque payable to the Conservative Fund Canada from the Candidate's personal bank account (up to a maximum of \$25,000)

In order to be compliant with the Canada Elections Act:

- i. these funds must be from the Candidate Applicant's own funds;
- ii. the cheque will be deposited if the Candidate Applicant is approved as a Candidate and returned if disallowed;
- iii. must be treated by the Candidate's Financial Agent as either a personal contribution or a personal loan of the Candidate to their campaign and appropriately reported to Elections Canada; and
- b) A certified cheque, drawn on the Leadership Nomination account, payable to Conservative Fund Canada. In accordance with 4.5.2 leadership Candidates must provide detailed records of all non-directed contributions received to date; or



- c) The Candidate's Official Agent may instruct the Party to apply directed contributions, submitted as cheques or credit card donation forms, towards the registration fee until paid. In this case, the registration deposit will be deemed paid once the applied directed contributions, less the prescribed administrative fees, have reached the required level.
  - d) any other method deemed acceptable by the CRO and CFO of Conservative Fund Canada after consultation with Elections Canada.
- 3.3.3 The second instalment of the registration fee of fifty thousand (\$50,000) dollars is due prior to the leadership Candidate being eligible to receive membership lists or participate in the leadership Candidate forums or debates as per sections 2.7 and 1.10.5.
- 3.3.4 The registration fee is non-refundable.
- 3.3.5 Once the Candidate has been approved by the LCNC and certified by the Chair of LEOC, they will be able to accept donations as outlined in Section 4.4.
- 3.3.6 The remaining one hundred thousand (\$100,000) dollars is due no later than 5:00 pm ET on April 29<sup>th</sup>, 2022.

### **3.4 Compliance Deposit**

- 3.4.1 To ensure compliance with these Rules and good conduct of the Candidates in the Election Process, a compliance deposit of one hundred thousand (\$100,000) dollars will be required.
- 3.4.2 Payment towards the Compliance Deposit must be paid by one of two methods:
- a) A certified cheque, drawn on the Leadership Nomination account, payable to Conservative Fund Canada; or
  - b) The Candidate's Official Agent may instruct the Party to apply all directed contributions towards the Compliance Deposit until paid. In this case, the Compliance Deposit will be deemed paid once the applied directed contributions, have reached the required level.
- 3.4.3 As per Section 2.7 and 1.10.5 the full compliance deposit as set out in Section 3.4.1 must be deposited with the Party before the Candidate may receive any Membership Lists or participate in any Party sanctioned Leadership Forums or Debates.
- 3.4.4 The compliance deposit shall be held as security for the Candidate's completion and

submission of all the required financial filings and compliance with these Rules. Following completion of the Election Process and once LEOC has determined that all required financial filings have been made and no amounts remain chargeable against the compliance deposit pursuant to these Rules, the remainder of the compliance deposit which has not been drawn upon will be returned to the Candidate.

- 3.4.5 A Candidate shall have seventy-two (72) hours from the date of receiving notice of any fine levied by the CRO or by LEOC to replenish the compliance deposit by certified cheque. At any time that a Candidate's compliance deposit is less than the amount set out in Section 3.4.1, that Candidate shall not be entitled to receive any information or lists or participate in the Election Process unless otherwise determined by LEOC.
- 3.4.6 If a Candidate's compliance deposit is less than the amount set out in Section 3.4.1 at 5:00 PM ET April 29<sup>th</sup>, 2022 then that person's name shall be struck from the Election Process and their name shall be removed from the ballot unless otherwise determined by LEOC.

### **3.5 Communications Notice**

- 3.5.1 Candidates must provide, in the form provided by the CRO, a list of their contact information along with the contact information for: (i) their Campaign Manager; (ii) their Financial Agent (as filed with Elections Canada); and (iii) their Candidate Agent. There is no requirement in these Rules that these be separate persons. Candidates must keep this information current at all times.
- 3.5.2 Communications with a Candidate's Campaign Manager, Financial Agent, or Candidate Agent shall be deemed the same as communicating directly with the Candidate and all communications or notices delivered to any one or combination of these shall be deemed the same as notice having been given to the Candidate.
- 3.5.3 Any communication received from a Candidate's Campaign Manager, Financial Agent or Candidate Agent shall be deemed the same as communication directly from the Candidate and all communications or notices delivered to any one or combination of these shall be deemed the same as notice having been given by the Candidate.

## **4 FINANCIAL REGULATIONS**

### **4.1 Spending Limit**

- 4.1.1 Candidates shall not incur expenses exceeding Seven Million (\$7,000,000) Dollars.

## **4.2 Contributions and Expenses Defined**

- 4.2.1 Unless otherwise defined in these Rules, “contribution”, “monetary contribution”, “non-monetary contribution”, “commercial value”, and “volunteer labour” have the same meaning as in the Canada Elections Act.
- 4.2.2 All contributions made by a Candidate to his or her campaign are to be reported as contributions, are non-refundable, and are subject to the administrative fee under Section 4.3.6.
- 4.2.3 In these Rules, “expenses” includes all costs incurred, or non-monetary contribution used, as an incidence of the Candidate’s campaign.
- 4.2.4 Expenses that shall be excluded from both the spending limit and the administrative fee set out in Section 4.3.6 are:
- a) The registration fee;
  - b) The compliance deposit;
  - c) HST/GST/PST.
- 4.2.5 No Candidate shall accept a contribution from or permit expenses to be paid for or on his or her behalf by a government entity including the Parliament of Canada, an Electoral District Association, riding association, or affiliated entity of any present or previous federal or provincial political party.
- 4.2.6 No Candidate shall accept a contribution from a corporation, union, non-resident individual, or entity as prohibited by the Canada Elections Act.

## **4.3 Directed Donations**

- 4.3.1 All contributions to Candidates are required to be directed through Conservative Fund Canada from March 10, 2022, until January 31<sup>st</sup>, 2023, or until thirty (30) days after they withdraw or are disqualified from the contest, whichever occurs first.
- 4.3.2 All donations made to Conservative Fund Canada for the benefit of a Candidate made by personal cheque or money order from an individual must be made payable to “Conservative Fund Canada”, with an instruction to direct the donation to a particular leadership candidate in the “Re” or “Memo” line. Credit card forms suitable for this purpose will be provided by Conservative Fund Canada.
- 4.3.3 Any and all donations/contributions are subject to the requirements of the Canada Elections Act. Any breach of the Canada Elections Act, with regard to contributions, by any campaign, may result in a candidate’s disqualification.

- 4.3.4 The Candidate shall prepare transmittals in a form prescribed by the Chief Financial Officer of the Fund.
- 4.3.5 Conservative Fund Canada shall be responsible for the issuance of tax receipts for directed contributions received up to January 31<sup>st</sup>, 2023. Accordingly, for all contributions directed through the Fund, Conservative Fund Canada will ensure that individual donors are not over their contribution limits.
- 4.3.6 All contributions directed to Conservative Fund Canada (directed contributions) are subject to the administrative fee, which shall be charged as follows:
- (a) 15% on the first \$1 million in contributions per Candidate;
  - (b) 20% on amounts over \$1 million and up to \$3 million in contributions per Candidate; and
  - (c) 25% on all contributions over \$3 million per Candidate.
- 4.3.7 Conservative Fund Canada will issue an electronic funds transfer on a weekly basis for all donations processed up to 4 PM ET on the Friday immediately preceding the transfer date, payable to the Candidate's campaign for the total of monies submitted less:
- a) Any amounts payable or due and owing by the Candidate in accordance with the Rules; and
  - b) The administrative fee as outlined in 4.4.6.
- 4.3.8 The administrative fee shall not be considered an expense counted against the spending cap.

#### **4.4 Regulatory Reporting**

- 4.4.1 Candidates shall provide the CRO with all financial reports required by Elections Canada at the time of submission. The accuracy and completeness of the reports shall be attested to by the Financial Agent of the Candidate. The CRO will forward these reports to LEOC and the National Council of the Party.

#### **4.5 Authority to Audit**

- 4.5.1 The CRO shall be entitled to perform random audits on the accounts of Candidates throughout the Election Process. The Candidate's Financial Agent shall provide all books and accounts to the CRO or any person that the CRO designates forthwith upon request and failure to comply shall constitute a breach of these Rules.

- 4.5.2 The leadership Candidate shall provide the CRO with detailed records of all received contribution, whether directed contributions or other contributions. These records may be required at the time of submission of the LCQ.

#### **4.6 Non-Compliance**

- 4.6.1 Without limiting the generality of any of the foregoing provisions, any action by a Candidate aimed at circumventing or avoiding the application of any section of the Financial Regulations shall be a violation of these provisions and be subject to sanction by the CRO as set out in Section 7.1.
- 4.6.2 For greater certainty, failure to comply with any contribution or expense filing deadlines will be considered a violation of these Rules and shall be subject to sanction by the CRO as set out in Section 7.1.

### **5 VOTING METHOD**

#### **5.1 Voting Details**

- 5.1.1 LEOC shall establish the rules outlining the time, locations, and methods of voting.

### **6 BALLOTING**

#### **6.1 General**

- 6.1.1 The Election Process as set out in the Constitution shall be conducted on a One-Member, One-Vote Point System where;
- a) Each Electoral District will be allocated 100 points or 1 point per vote cast at that stage, whichever is less;
  - b) Leadership Candidates will be assigned a point total based on their percentage of the vote in each electoral district;
  - c) To win the leadership, a Candidate must obtain a majority of points from across the country; and
  - d) Voting will be by preferential vote (single transferable ballot).

## **6.2 Calculation of Electoral District Points for Initial Counting Round**

- 6.2.1 The total points received by each Candidate for each Electoral District shall be determined based upon the percentage vote that each Candidate receives from the valid ballots cast for that Electoral District or one point per valid vote, whichever is less (spoiled ballots are not valid ballots for the purposes of calculating the percentage received).
- 6.2.2 The total points received by each Candidate for the three-hundred and thirty-eight (338) Electoral Districts shall be calculated and verified by the CRO and verified by the independent auditor and reported to the Chair of LEOC after the close of voting. If one Candidate receives over fifty (50%) percent of the points then that Candidate will be declared the Leader of the Conservative Party of Canada.

## **6.3 Calculation of Electoral District Points for the Second and Subsequent Counting Rounds**

- 6.3.1 If no Candidate receives over fifty (50%) percent of the points after the initial counting round, then the Second Counting Round will commence.
- 6.3.2 The Candidate who received the fewest points nationally in the initial counting round will be dropped and that Candidate's ballots will be reallocated to the second preference with the total points for each Candidate then recalculated in accordance with 6.1.1.
- 6.3.3 The counting round process will continue in the same manner until one Candidate receives over fifty (50%) percent of the points, with the Candidate receiving the lowest number of points being dropped off the ballot in each counting round.

## **6.4 Validity**

- 6.4.1 The vote, calculated and verified by the CRO and verified by the independent auditor (of valid ballots and points received) is final and binding, subject to any recount mandated by the Constitution.

# **7 DISPUTE MECHANISM**

## **7.1 Non Compliance**

- 7.1.1 The CRO may inquire into whether a Candidate has contravened these Rules, any directive, or any law of Canada. Any Candidate or member can request an inquiry.

- 7.1.2 The CRO shall notify the Candidate of its inquiry and will provide the Candidate an opportunity to present a written response that shall be provided within 24 hours. No further notification is required if the inquiry relates to a matter where a request was already made under Section 4.6.1.
- 7.1.3 Following consultation with the Chair of LEOC, if the CRO determines, in their absolute discretion, that a Candidate has contravened these Rules, any directive, or any applicable law, he may do one or more of the following:
- a) Direct the Candidate to take specified actions to achieve compliance and to remedy any consequences of the contravention, with which direction the Candidate must immediately comply;
  - b) Levy a fine and charge any such fine against all or part of the Candidate's deposit;
  - c) Issue a warning;
  - d) Make public the CRO's determination and ruling;
  - e) Advise the appropriate authorities;
  - f) Recommend to LEOC that LEOC disqualify the Candidate, remove his or her name from the ballot; and
  - g) Take such other steps that it deems appropriate.
- 7.1.4 The decisions of the CRO are open to appeal by a Candidate to the DRAC with the exception of Sections 6.2.2 and 6.4.1. Any appeals will follow the timelines and process set out in Section 2.6.10.
- 7.1.5 Decisions of the CRO (other than through an appeal to the DRAC as set out in these Rules), the LEOC, and the DRAC are final and binding on the Candidate and all Party members. Such decisions are not subject to internal appeal or judicial review.
- 7.1.6 At the discretion of LEOC, a Candidate who commences legal action against Conservative Fund Canada, CRO, or LEOC in defiance of section 7.1.5 may, at the discretion of LEOC, forfeit their compliance deposit and may lose entitlement to any future-directed contributions.
- 7.1.7 No failure by the CRO, LEOC, LCNC, DRAC, or any neutral election official to meet any of the deadlines specified in these Rules shall be seen as invalidating the Rules, the Election Process, or any subsequent deadline.

8



***PRIVATE AND CONFIDENTIAL***



**APPLICATION FOR  
NATIONAL LEADERSHIP  
CONTESTANTS**

March 8, 2022



## INTRODUCTION

In accordance with the Leadership Election Rules and Procedures for the Conservative Party of Canada, any person wishing to be a Leadership Contestant is required to complete and sign the Leadership Contestant Questionnaire (LCQ) and to submit it along with the first installment of the \$50,000 Registration Fee to the Leadership Election Organizing Committee (LEOC) at Party Headquarters. Conservative Party Headquarters address is 1720-130 Albert St, Ottawa, Ontario, K1P 5G4.

This LCQ is designed to:

- 1) Enable the potential Leadership Contestant to assess whether or not he or she should seek the Conservative Party of Canada leadership.
- 2) Assist the Leadership Election Organizing Committee (LEOC) in the evaluation of the suitability of the potential Leadership Contestant.
- 3) Assist in the preparation for the interview with the applicant.
- 4) Provide the party with information for election readiness and strategy.

Anyone who wishes to obtain additional information or seek clarification regarding the application should contact the Executive Director of the Party:

**Wayne Benson**  
[executivedirector@conservative.ca](mailto:executivedirector@conservative.ca)

Applicants are required to inform the LEOC of any new facts or circumstances related to the questions in this document. If an applicant fails to do so, s/he may be requested to withdraw as a nominee or a candidate.

Any applicant that provides false information with the intent to mislead the LEOC members of the party or the general public will be disqualified.

**FOR CPC use only:**

Received by: \_\_\_\_\_ Time: \_\_\_\_\_ Date: \_\_\_\_\_



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# PART I - Schedule A (LCQ)

**PLEASE TYPE OR PRINT CLEARLY**

Full Legal Name:

Name(s) by which you are commonly known:

Have you ever had, used or operated under any other than the names mentioned above or have you ever been known under any other name?

Name changes resulting from marriage, divorce, court order or any other process should be included, giving appropriate dates.

Yes  No  (if "Yes", provide details):

Previous names	From (Month/Year)	To (Month/Year)
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Date of birth (Day, Month, Year):

Place of birth (City, Province/State, Country):

Marital status:

Name of Spouse:

Name(s) of Children (if applicable):



Status of your Canadian citizenship (please check appropriate):

Citizen by birth

Became Citizen of Canada on   
insert date

List any countries (other than Canada) of which you are or have been a citizen or which assert obligations of citizenship over you:

Languages spoken and/or written (please specify proficiency):



**Residential Information**

Current Residential Address:

City:  Postal Code:

Current Mailing Address (if different):

City:  Postal Code:

Home Phone:  Cell:

Work Phone:

Fax:  Other:

E-mail:

**Residential history for the last 8 years:**

Address:

City:  Postal Code:

Province:  Country:

From (Month/Year):  Until (Month/Year):

Address:

City:  Postal Code:

Province:  Country:

From (Month/Year):  Until (Month/Year):

Address:

City:  Postal Code:

Province:  Country:

From (Month/Year):  Until (Month/Year):

Provide attachments if additional space is necessary



**Electoral District**

Federal Electoral District in which you reside:

Have you ever been active with the CPC? If so please explain.



### Work Experience

List all full-time or part-time employment since you graduated from high school or for the immediately preceding 10 years, whichever is less. Start with the most recent and account for the entire applicable period, including unemployment periods if applicable. **Any omission will result in a delay in the processing of your application.**

(For self employed individuals, please specify: nature of the business; products/services produced and sold; list of typical customers):

Employer:

Supervisor:

From (Month/Year):  Until (Month/Year):

Reason for cessation:

Employer:

Supervisor:

From (Month/Year):  Until (Month/Year):

Reason for cessation:

Employer:

Supervisor:

From (Month/Year):  Until (Month/Year):

Reason for cessation:

Employer:

Supervisor:

From (Month/Year):  Until (Month/Year):

Reason for cessation:

Employer:

Supervisor:

From (Month/Year):  Until (Month/Year):

Reason for cessation:

Provide attachments if additional space is necessary





**Educational Information**

What is the highest level of education you have obtained?

List all of your educational experience and the name of the institutions and the years of attendance.

List all professional designations that you have and professional associations to which you belong (please include your membership number where applicable):

Other skills, training, related interests:



## Positions with Political Parties

Provide the name of any municipal, provincial, territorial or federal political party, in any jurisdiction, in which you have been a member, the positions you held or sought (if any) and the period during which you held the position(s) or the date on which you sought them. Use an attachment if necessary.

Name of party:

Position(s) held:

From (Month/Year):  Until (Month/Year):

Name of party:

Position(s) held:

From (Month/Year):  Until (Month/Year):

Name of party:

Position(s) held:

From (Month/Year):  Until (Month/Year):

Name of party:

Position(s) held:

From (Month/Year):  Until (Month/Year):

Name of party:

Position(s) held:

From (Month/Year):  Until (Month/Year):



### Involvement with Organizations

List organizations in Canada or elsewhere, social, recreational, political or cultural, in which you have been involved, whether formally or informally.

Name of organization:

Position(s) held:

From (Month/Year):  Until (Month/Year):

Name of organization:

Position(s) held:

From (Month/Year):  Until (Month/Year):

Name of organization:

Position(s) held:

From (Month/Year):  Until (Month/Year):

Name of organization:

Position(s) held:

From (Month/Year):  Until (Month/Year):

Name of organization:

Position(s) held:

From (Month/Year):  Until (Month/Year):



### References

Please provide three personal references other than family members:

Name:

Address:

City:  Postal Code:

Home Phone:  Cell:

Email:

Relationship:

Name:

Address:

City:  Postal Code:

Home Phone:  Cell:

Email:

Relationship:

Name:

Address:

City:  Postal Code:

Home Phone:  Cell:

Email:

Relationship:



Why do you want to be a candidate for the Leadership of the Conservative Party of Canada?

**PRIVATE AND CONFIDENTIAL** - *Conservative Party of Canada Application for National Leadership Contestants*



Have you carefully and thoughtfully read the Conservative Party of Canada Policy Declaration?

YES  NO

Comments (Optional):

Are there any policies or principles with which you disagree?

YES  NO

If yes, please explain::



Are there other principles and policies not mentioned in the Conservative Party Policy Declaration to which you adhere and wish to promote?

How will your employment or life experience assist you or prepare you for your responsibilities as the leader of the Party and as a Member of Parliament?

What election campaign experience do you have?

Have you had experience in public speaking, both to large and small groups, and if so, elaborate:



What experience have you had in public debating?

What training or experience have you had with the media (Print, Radio, TV)?

How do you plan to approach raising funds for your candidacy?

With which community or interest groups do you have strong personal relations?



**PRIVATE AND CONFIDENTIAL** - Conservative Party of Canada Application for National Leadership Contestants



What, if any, elected or volunteer experience have you had (e.g., government, administrative boards, commissions, community organizations, corporations, professional organizations, unions, military service)?

Do you have sources of income, income-producing assets or securities that you would have to divest or place in a blind trust to avoid an actual or apparent conflict-of-interest?

YES  NO

If yes, please explain:

Have you ever had a serious dispute with the Canada Revenue Agency, the Canada Border Services Agency, or their predecessors over personal or corporate tax matters?

YES  NO

If yes, please explain:

**PRIVATE AND CONFIDENTIAL** - Conservative Party of Canada Application for National Leadership Contestants



Do you support the views of, or have you ever had an association with, any groups that promote the secession of any province or region of Canada?

YES  NO

If yes, please explain:

Have you been accused of, or been engaged in, activities that promote discrimination or hatred against people on the basis of race, national or ethnic origin, colour, religion, age, sex, sexual orientation, marital status, family status, or disability?

YES  NO

If yes, please explain:

Have you owned your own business?

YES  NO

If yes, please explain:



Have you experienced a business failure in the last 20 years?

YES  NO

If yes, please explain:

Have you owned the controlling interests in a business?

YES  NO

If yes, please explain:

Have you faced, or are you currently facing, any lawsuits relating to your personal or business life?

YES  NO

To the best of your knowledge, are there any circumstances which may give rise to future legal action being taken against you?

YES  NO

If you answered yes to either of the two questions above, please explain:

**PRIVATE AND CONFIDENTIAL - Conservative Party of Canada** Application for National Leadership Contestants



Have you considered the implications of any conflict of interest requirements with which you may have to comply if elected and how you will deal with those requirements?

YES  NO

If yes, how will you deal with this?

In your personal or business experience, have you ever been sued for, or are there any circumstances which may result in you being sued for:

- Fraud: YES  NO
- Breach of contract: YES  NO
- Unfair labour practices: YES  NO
- Violation of human rights: YES  NO

Have you ever filed for bankruptcy?

Business: YES  Date  NO

Personal: YES  Date  NO

If YES, has a discharge been granted? YES  Date  NO

Have you ever been dismissed from employment for cause? YES  NO

If yes, please give details:

**PRIVATE AND CONFIDENTIAL** - Conservative Party of Canada Application for National Leadership Contestants



Have you ever participated in an illegal strike? YES  NO

Have you ever been refused a bond? YES  NO

Have you ever been disciplined or cautioned by a professional organization or tribunal?  
YES  NO

If yes, please give details:

Are you currently, or have you ever been, under investigation by a professional organization or tribunal for alleged misconduct (even if you were subsequently cleared of any wrongdoing)?

YES  NO

If yes, please give details:

Are you currently, or have you ever been, under investigation by any law enforcement agencies (even if no charges were brought against you)?

YES  NO

If yes, please give details:



Have you ever been, or are there any circumstances that may cause you to be;

- i. Charged with a criminal offence YES  NO
- ii. Charged with a statutory, regulatory or by-law offence  
(other than traffic offences) YES  NO
- iii. Fined (other than traffic fines) YES  NO
- iv. Placed on probation YES  NO
- v. Imprisoned YES  NO

If YES to any of the above, please give details:

Have you ever been denied entrance to another country?

YES  NO

If YES, please give details:

Have you ever been denied security clearance by any government?

YES  NO

If YES, please give details:

**PRIVATE AND CONFIDENTIAL** - Conservative Party of Canada Application for National Leadership Contestants



Are you presently involved in any matrimonial or custody proceedings in any court?

YES  NO

If YES, please give details:

Have you ever been accused of improper sexual behaviour?

YES  NO

If YES, please give details:

Have you ever written anything that has been published or widely distributed through the internet or other means? Without limiting the breadth of this question, this includes academic or professional papers, books or textbooks, newsletters, blogs, internet message boards, newspaper reports, “op-ed” pieces, columns, letters to the editor, magazine articles, short stories, novels or other fiction. If so provide a comprehensive list of all such publications and any online user name.

YES  NO

If YES, please give details:



Have you ever been discharged, suspended or asked to resign from any employment?

**Social Media Activities**

Provide the name/ID as well as the URL for any of your Social Media Accounts including but not limited to: Twitter; Facebook; LinkedIn; Flickr; TikTok; Instagram; WeChat (make additional pages as needed).

Name of Social Media:

Social Media ID:

URL to Social Media ID:

Name of Social Media:

Social Media ID:

URL to Social Media ID:

Name of Social Media:

Social Media ID:

URL to Social Media ID:

Name of Social Media:

Social Media ID:

URL to Social Media ID:

Name of Social Media:

Social Media ID:

URL to Social Media ID:

Name of Social Media:

Social Media ID:

URL to Social Media ID:



**Twitter:**

Download all your tweets for review. Take the following steps as instructed on Twitter's Help Center page (<https://help.twitter.com/en/managing-your-account/how-to-download-yourtwitter-archive>) to download your Twitter archive:

1. Go to your Account settings by clicking on the more ... icon in the navigation bar, and selecting Settings and privacy from the menu.
2. Under the Account section, click Your Twitter data.
3. Enter your password under Download your Twitter data, then click Confirm.
4. Click the Request data button. If your Twitter account is connected to Periscope, you'll have the option to Request data from Periscope as well.
5. When your download is ready, we'll send an email to your connected email account. From your settings, you can click the Download data button under the Download data section.
6. Once you receive the email, click the Download button while logged in to your Twitter account and download a .zip file of your Twitter archive.

Send the file that you receive to [LCNC@conservative.ca](mailto:LCNC@conservative.ca)

Date sent: \_\_\_\_\_

**Facebook:**

Please send a friend request to "Jessica Richmond"

<https://www.facebook.com/jess.richmond>

Date completed: \_\_\_\_\_

Do you have any dormant or deactivated accounts that may still be viewable online?



Do you have any outstanding liabilities to any taxation authorities in Canada? Have you made any special arrangements or special payment plans with respect to such liabilities? Are there any matters that remain to be resolved with respect to any of your obligations owed to any taxation authority in Canada (unresolved assessments challenges, reassessments, etc.)?

Have you been the subject of any legal proceedings, inquiry or investigation instituted or undertaken by an agency of government or a regulatory body in Canada or elsewhere? If so provide details.

Have you ever been charged or convicted of plagiarism, cheating on examinations or other conduct that was the subject of academic discipline? If so, provide details.

**PRIVATE AND CONFIDENTIAL - Conservative Party of Canada Application for National Leadership Contestants**

Is there anything in your personal, professional or business background that could cause embarrassment for the Party, hinder your ability to perform, adversely affect your candidacy or the Party, or demonstrate a lack of integrity, if it became public knowledge during the campaign or if you should become a Member of Parliament and leader of the Party?

YES  NO

If YES, please give details:

Do you agree not to use the Conservative Party of Canada logo as a Leadership Contestant?

YES  NO

Have you read the Leadership Election Rules and Procedures as set out by the Leadership Election Organizing Committee?

YES  NO

I, ,  
**a prospective Candidate for Leadership of the Conservative Party, attest and agree that I have truthfully completed this LCQ, and have not omitted any information that may be relevant.**

**Leadership Contestant Name:**

**Leadership Contestant Signature:** \_\_\_\_\_



## **PART II - GENERAL CONSENT FORM**

I agree that all the information and answers given in this document be made available to:

	Yes (initial)	No (initial)
Leadership Election Organizing Committee	_____	_____
Conservative Party of Canada	_____	_____
I agree to participate in all Party organized debates	_____	_____

Signature of Applicant: \_\_\_\_\_

Date:



## **PART III - CRIMINAL RECORD CHECK**

All potential candidates are required to provide the Leadership Election Organizing Committee with a Criminal Record Check or a current Certificate of Conduct (obtained through the RCMP or local police detachment) whether offences have or have not been committed.

### **If you have no criminal convictions:**

Go to an RCMP or local police station with your photo ID and a written request for their written confirmation that you do not have a criminal record. This is called a “Certificate of Conduct”. Normally this can be done while you wait. A cash fee is likely to be required.

### **If you have had a criminal conviction:**

Go to an RCMP or local police station with your photo ID and a written request for a copy of your criminal record. It will be necessary for the RCMP to obtain fingerprints. The process normally takes about a month and there is a cost for the search.

A Criminal Record Check or Certificate of Conduct is required of all potential candidates, and must be submitted to the Leadership Election Organizing Committee.



## **PART IV - SCHEDULE B**

### **Confidentiality Agreement**

I, , agree that in return for the consideration of my application to be a leadership contestant by the Leadership Election Organizing Committee of the Conservative Party of Canada, I will hold in confidence all information about the committee's review of my application. In particular, I will not disclose to anyone other than my immediate family members and personal legal and financial advisors, the content of any discussions I have with the committee about my personal information disclosed to them through the application process.\* I understand that the committee will hold such personal information that I impart to it in confidence, and will not disclose it except as necessary to staff, National Council or others connected to the Party for the purpose of administration of the Leadership Candidate Nomination Rules and Procedures or as required by law.

Date 


---

 Signature of Applicant

---

 Witness

\* For purposes of this agreement, "personal information" means information about the applicant which is not publicly available.



## PART V - SCHEDULE C

### Financial Agent and Auditor Consent

#### Financial Agent Consent

Name of Leadership Contestant

Declaration by the Financial Agent

- I consent to my appointment as a Financial Agent for the above Nomination Contestant. I am aware of the duties and responsibilities of this position under the Canada Elections Act and am qualified to act as a Financial Agent.

Signature

Date

**(If the Financial Agent is a corporation, the declaration must be completed by a person authorized to sign on behalf of the corporation)**

#### Financial Agent Contact Information

Surname:

Given name(s):

Name of Corporation:

Civic Address:

Mailing Address:

City:

Province:

Postal Code:

Home Phone:

Work Phone:

Fax:

Mobile:

Email:



What experience do you have fulfilling the roles and responsibilities of a Financial Agent?

Note that the Leadership Election Organizing Committee reserves the right to review the qualifications of the Leadership Candidate's Financial Agent and if it is deemed that the qualifications are lacking, the Committee may reject the Financial Agent and the Leadership Candidate will have to provide another Financial Agent.





## Auditor Consent

Name of Leadership Contestant

Declaration by the Auditor

- I consent to my appointment as a Auditor for the above Leadership Contestant. I am aware of the duties and responsibilities of this position under the Canada Elections Act and am qualified to act as an Auditor.

Signature

Date

**(If the Auditor is a corporation, the declaration must be completed by a person authorized to sign on behalf of the corporation)**

## Auditor Contact Information

Surname:

Given name(s):

Name of Corporation:

Civic Address:

Mailing Address:

City:

Province:

Postal Code:

Home Phone:

Work Phone:

Fax:

Mobile:

Email:

What experience do you have fulfilling the roles and responsibilities of an Auditor?



## **PART VI - SCHEDULE D**

### **Candidate Credit and Criminal Reference Check Information**

#### **CRIMINAL RECORD REPORT**

All potential candidates are required to provide a Criminal Record Report or a current Certificate of Conduct whether offences have or have not been committed.

Go to: [www.sterlingtalentsolutions.ca/landing-pages/c/conservative-party-of-canada/](https://www.sterlingtalentsolutions.ca/landing-pages/c/conservative-party-of-canada/)

This site has been set up specifically to streamline the process to submit and collect the criminal record report.

Follow the instructions to complete the process:

1. Visit <https://www.sterlingtalentsolutions.ca/landing-pages/c/conservative-party-of-canada/> and click on “Start My Check”
2. You will need to register for a myBackCheck account and create a username and password.
3. Once registered, you will receive a confirmation of registration e-mail from myBackCheck.com. Open it and click on the web link to activate your myBackCheck.com account.
4. Type in your username and password to log in. Once logged in click on the ‘Inbox’ tab at the top of the page to find your Invitation.
5. Click on the Conservative Party of Canada Invitation, which will allow you to click ‘Accept and Continue’ to move forward with your check.
6. Continue with the steps and pay online by credit card (\$40 plus tax – if applicable).
7. After the purchase is complete, click on “my Account” and then click ‘Continue’ to proceed with the criminal record check.
8. Enter your identity information.
9. Disclose any criminal records. These details will be used by the police department to verify any potential record you may have, so remember to be as accurate as possible.
10. Review the Term and Conditions.
11. Verify your ID online, or if you do not pass the ID online process, print the Canada Post ID Verification Form and take it to your nearest participating Canada Post location to have your IDs verified and submitted to myBackCheck.com. No money needs to be given to the Canada Post representative as this payment is included in the initial fee through the myBackCheck.com site.

#### **CREDIT RECORD REPORT**

A Credit Record Report is required of all potential candidates, and must be submitted. Please use this service and include a copy of the full report with your application:

Equifax: [https://www.econsumer.equifax.ca/canadaotc/landing.ehtml?^start=&companyName=CW17PCPd19\\_cacpor](https://www.econsumer.equifax.ca/canadaotc/landing.ehtml?^start=&companyName=CW17PCPd19_cacpor)



## **PART VII - SCHEDULE E**



If nominated as the Conservative Party of Canada Leadership candidate, I,  authorize Elections Canada to allow the Conservative Party of Canada to have full access to all information regarding the status and content of my Leadership Campaign Return, including any supporting documentation.

\_\_\_\_\_  
Signed

Date



# PART VIII - SCHEDULE F

## Nomination Form

This form must be signed by the person applying to be a Leadership Contestant and by at least five hundred (500) current Members of the Party comprising of members in at least thirty (30) EDAs from at least seven (7) Provinces or Territories, and who were members at least twenty-one (21) days prior to signing the Nomination Form.

I,

of

(Full address, including postal code and telephone numbers)

agree to stand for nomination as a Leadership candidate for the Conservative Party of Canada.

I hereby certify that I am a member in good standing of the Conservative Party of Canada and that I am eligible to run as a National Leadership Contestant for the Conservative Party of Canada.

\_\_\_\_\_  
Signed

Date

\_\_\_\_\_  
Witness Signature

Date

Name of Witness



**Petition in support of the nomination of**   
**as a candidate for the Leader of the Conservative Party of Canada.**

The undersigned certify by signing that they are members of the Conservative Party of Canada. All of the undersigned must hold active membership at least 21 days prior to submission of the application.

_____
Name (print)
_____
Riding Name
_____
Address
_____
Telephone
_____
Email (Optional)
_____
Signature

_____
Name (print)
_____
Riding Name
_____
Address
_____
Telephone
_____
Email (Optional)
_____
Signature

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Name (print)
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Riding Name
_____
Address
_____
Telephone
_____
Email (Optional)
_____
Signature

_____
Name (print)
_____
Riding Name
_____
Address
_____
Telephone
_____
Email (Optional)
_____
Signature

*Please copy this page as many times as needed.*




## Leadership Signature Petition – Campaign Summary

As per 3.2.1 of the LEOC Rules, the person applying to be a Leadership Contestant must submit an electronic Campaign Summary form to accompany their printed or scanned signature endorsement pages (such as provided on pg. 28).

Only names present on BOTH the endorsement pages and the electronic Campaign Summary will be reviewed. First Name, Last Name, Riding Name, Telephone and Residential Address are REQUIRED. \*Email though NOT REQUIRED, will significantly increase our ability to match to our membership list.

An electronic copy of the Campaign Summary will be provided by the Party with the Leadership Contestant Questionnaire (LCQ) CPC.

Leadership Signature Petition - Campaign Summary									
		Leadership Applicant <input type="text"/>			Submission Date <input type="text"/>				
		Submitted by <input type="text"/>			Contact Phone # <input type="text"/>				
		Submitter Campaign Role <input type="text"/>			Email Address <input type="text"/>				
<p><i>As per 3.2.1 of the LEOC Rules, this Campaign Summary must be completed and accompany printed or scanned signature endorsement pages. Only names present on BOTH the signature, First Name, Last Name, Riding Name, Telephone and Residential Address are REQUIRED. *Email though NOT REQUIRED, will significantly increase our ability to match to our membership list. If the Party is unable to match a name below to an individual member on our membership list, due to incomplete, incorrect or illegible information, they will not be considered an eligible member.</i></p>									
Submission				SIGNATORY					
	Submission Date	Submitted By	Page #	First Name	Last Name	Riding Name	Residential Address	Telephone	Email*
1									
2									
3									
4									
5									
6									
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46									

*\*Example of the electronic form.*



## PART IX - SCHEDULE G

### Declaration

I,

1. Certify that I have read and understand the Leadership Nomination Rules and Procedures. I acknowledge and agree that the Leadership Election Organizing Committee has authority to disallow my candidacy on any grounds it sees fit, and which shall be final and binding. I also acknowledge that my sole ability to appeal a decision of the Chief Returning Officer is with the LEOC's Dispute Resolution and Appeals Committee whose decision shall be final and binding and not further appealed or challenged.
2. Do hereby affirm that I accept, and agree to advance, the policies, principles, goals and objectives of the Conservative Party of Canada as set out in the Constitution of the Party, the Conservative Party of Canada Policy Declaration, and elsewhere.
3. Agree to follow and obey all rules, procedures, guidelines and related directives established by the Leadership Election Organizing Committee and the National Council of the Conservative Party of Canada with respect to the Leadership Election Nomination Process including the Bulk Membership Processing Procedures, and in particular I agree that:
  - (a) Membership information provided to me by the Party or an EDA will be used only for the purpose of campaigning for the leadership election and not for any other purpose;
  - (b) Use of the Party logo (consisting of a stylized letter C in blue with a red maple leaf) is not permitted in campaigning for a leadership;
  - (c) I will not seek the nomination of another political party, or run as an independent candidate, and will not endorse, campaign for or publicly support any opposing candidate or political party, in the next federal election. I further confirm that following the Leadership Election process, when the elected Leader resulting from the process contests the election, I will take no steps, and make no comments whether public or amongst Party personnel or members which could be interpreted or understood to oppose the elected leader in any way;
4. I acknowledge and agree to comply with all applicable laws, rules and regulations with respect to the leadership contest including those of Elections Canada.

\_\_\_\_\_  
Signed

Date

\_\_\_\_\_  
Witness

Date

Name of Witness



# PART X - SCHEDULE H

## Personal Information Consent Form

TO: Canada Revenue Agency

This shall be your good and sufficient authority to release to the Leadership Election Organizing Committee of the Conservative Party of Canada, 1720 – 130 Albert St., Ottawa, ON, K1P 5G4, any information concerning any offences, infractions, or pending matters involving the undersigned under any Act or regulation enforced or administered by the Canada Revenue Agency.

Name of applicant

Street, address, apartment

City or Town

Province

Postal Code

Telephone Number

I consent to the release of personal information as required by s.19(2)(a) of the *Access to Information Act* and as described above.

Signed \_\_\_\_\_

Date





# PART XI - SCHEDULE I

## Personal Information Consent Form

TO: Canada Border Services Agency

This shall be your good and sufficient authority to release to the Leadership Election Organizing Committee of the Conservative Party of Canada, 1720 – 130 Albert St., Ottawa, ON, K1P 5G4, any information concerning any offences, infractions, or pending matters involving the undersigned under any Act or regulation enforced or administered by the Canada Border Services Agency.

Name of applicant

Street, address, apartment

City or Town

Province

Postal Code

Telephone Number

I consent to the release of personal information as required by s.19(2)(a) of the *Access to Information Act* and as described above.

Signed \_\_\_\_\_

Date



## PART XII - SCHEDULE J

### Personal Information Consent Form

TO: Citizenship and Immigration Canada

This shall be your good and sufficient authority to release to the Leadership Election Organizing Committee of the Conservative Party of Canada, 1720 – 130 Albert St., Ottawa, ON, K1P 5G4, any information concerning any offences, infractions, or pending matters involving the undersigned under any Act or regulation enforced or administered by Citizenship and Immigration Canada.

Name of applicant

Street, address, apartment

City or Town

Province

Postal Code

Telephone Number

I consent to the release of personal information as required by s.19(2)(a) of the *Access to Information Act* and as described above.

\_\_\_\_\_  
Signed

Date



# PART XIII - SCHEDULE K

## Personal Information Consent Form

TO: Department of National Defence

This shall be your good and sufficient authority to release to the Leadership Election Organizing Committee of the Conservative Party of Canada, 1720 – 130 Albert St., Ottawa, ON, K1P 5G4, any information concerning any offences, infractions, or pending matters involving the undersigned under any Act or regulation enforced or administered by the Department of National Defence.

Name of applicant

Street, address, apartment

City or Town

Province

Postal Code

Telephone Number

I consent to the release of personal information as required by s.19(2)(a) of the *Access to Information Act* and as described above.

Signed

Date



## PART XIV - SCHEDULE L

The following shall be the primary & secondary contacts between the Leadership Election Organizing Committee and my leadership campaign:

Primary Contact (Name):

Civic Address:

City:  Postal Code:

Mailing Address (if different):

City:  Postal Code:

Home Phone:  Cell:

Email:

Relationship:

Secondary Contact (Name):

Civic Address:

City:  Postal Code:

Mailing Address (if different):

City:  Postal Code:

Home Phone:  Cell:

Email:

Relationship:

All communication between the Leadership Election Organizing Committee and my leadership campaign shall be with one of these individuals. Should either of these people no longer serve in that capacity then I shall inform the Leadership Election Organizing Committee of their replacement.

Signed \_\_\_\_\_

Date