TO: County Party Chairs and Officers
FROM: Trav Robertson, Chair
DATE: January 31, 2020
SUBJECT: 2020 County Convention Information

Thank you for the work you are doing to prepare for your precinct meetings and county convention. County
Conventions must be conducted between March 14 and March 31. If you haven’t done so already, please
email Angela Clyburn at Angela@scdp.org with the time, date and location of your county convention no
later than February 21, 2020.

Included in this packet is the information you will need for a successful convention. The County Convention
Resource Guide has a checklist and includes a sample county convention agenda, job descriptions for
county officers, and a county party resolution form with instructions about the resolutions process.

Reports from your county convention must be sent to our headquarters by April 10, 2020. Filing for
Delegate to the Democratic National Convention opens on April 1 and closes on April 30. National
Convention Delegate filing forms are available at scdp.org. We must have the names of state convention
delegates from you in order to handle that process. All Precinct and County Convention forms will be
mailed to you by February 14.

Public Notice of Your County Conventions:
Also, we want to be sure to publicly announce your county conventions in as many ways as possible. State
law (Section 7-9-70) requires that “notices...must be published by the county committee, once a week for
two consecutive weeks, not more than three nor less than two weeks, before the day in a newspaper having
general circulation in the county.” Be sure to use your social media accounts, email lists, and mailing lists to
let your folks know what we have going on. We have included a sample press release for you to use in the
County Convention Resource Guide

Because of the national delegate selection process that will take place at the State Convention, we will have
to be more strict about admitting only delegates (and alternates taking the place of delegates) onto the state
convention floor. You will be responsible for replacing delegates with alternates, so please keep track of
who might not be coming from your county. That way the replacement can be done early on convention day
if not before.

We have enclosed a copy of the form that must be used by anyone who wishes to run for Delegate to the
Democratic National Convention. Please announce to your state convention delegates and alternates that
you have it if anyone needs it. The form and other information about running for delegate will be on our
website, scdp.org.
If you have questions about any of this, please give me or Jay Parmley a call. Thank you for all you are doing.