

**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](mailto: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](http://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](http://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.