



**NABE 2025 Executive Board Election:  
Regional Representative  
Candidate Packet**

# Checklist for NABE Election Candidacy

- Review election timeline and eligibility requirements (next 2 pages)**
  
- Complete Candidate Nomination Petition and collect all required signatures (unless being nominated by a NABE affiliate). Completed petition must be scanned and uploaded to the Online Candidate Information Form (linked below)**
  
- Complete Online Candidate Information Form (linked below)**
  
- Upload Candidate Nomination Petition or Affiliate Nomination Letter AND Candidate Photo to Online Candidate Information Form (linked below)**
  
- Submit Online Candidate Information Form by March 14, 2025 (linked below)**

**Submission Deadline: March 14, 2025**

<https://www.xcdsystem.com/nabe/forms/index.cfm?ID=KgF6qT8>

Please Note: Candidates for the Executive Board of Directors must be NABE members in good standing **for two years prior to their nomination.**

# NABE 2025-2028 ELECTION TIMELINE FOR (3) POSITIONS

## Regional Representative

TERM OF OFFICE 2025 – 2028

### **Deadline to Submit Documents: March 14<sup>th</sup>, 2025 11:59 PM (Eastern US time)**

Notice is hereby given that the open period for accepting NABE Executive Board of Directors Candidate Nomination Petition and Candidate Information Form is open from February 20 through March 14, 2025. Both forms along with a passport sized photo of the candidate must be submitted via online submission form. <https://www.xcdsystem.com/nabe/forms/index.cfm?ID=KgF6qT8>

There are three (3) Regional Representative positions open for election and each one will serve a three-year term in office (2025-2028). Newly elected candidates are required to attend the swearing-in and re-organization meeting of the Executive Board of Directors held June 1<sup>st</sup>, 2025.

### **2025 Election Timeline:**

The Election will take place from April 11 through April 18, 2025, and will be conducted by online voting via Simply Voting Inc., an independently managed online voting service that conducts national and international polling and voting activities in the U.S., Canada, and Europe. The election results will be announced and posted on the NABE website on April 19 and elected candidates will be notified of their election to the board by the Executive Director. Interested and qualified candidates in **good standing** (paid member) may download the attached documents, complete, sign and submit to the NABE Office as indicated above.

### **Nomination Procedures (Excerpted from the NABE Bylaws):**

#### ARTICLE VI. NOMINATIONS

Section A. Nomination of Candidates. Qualified candidates for the Executive Board may be nominated for election in one of two ways: (1) by the written petition of any NABE affiliate organization in good standing, which may nominate one candidate for the Executive Board each year, or (2) by the written petition of any five NABE members in good standing.

Section B. Qualifications of Candidates. Candidates for the Executive Board of Directors must be NABE members in good standing and must have been members in good standing (paid members) for two consecutive years prior to their nomination or they are paid Lifetime members for at least two years preceding the date of nomination.

Section C. Nominating Procedure. To be considered as candidates to the NABE Executive Board, nominating petitions must be received at the NABE Office no later than three weeks after the call for nominations is announced by the NABE Executive Board at the end of the annual conference. All petitions meeting the criteria in Sections A and B of this Article will be accepted, and their nominations will be certified by the Executive Director. There will be no limitation on the number of candidates.

Section D. State Representation. For the purposes of nominations, elections, and appointments, there shall be no more than two (2) Executive Board positions held from the same state. No more than two (2) Board positions may be held by members from the same State as a result of an "appointment" to the Executive Board.

Section E. Linguistic Representation. For the purposes of nominations, elections and appointments, there shall be a minimum of two different linguistic groups represented on the Executive Board, when possible. Reasonable attempts should be made to ensure that candidates represent a minimum of two linguistic groups.

#### ARTICLE VII. ELECTIONS

Section A. Election Procedures. Elections for the NABE Executive Board of Directors shall abide by the following schedule: Year 1 - Regional Representative, Year 2 - Regional Representative, Year 3 - Member-at-Large.

Section B. Electronic Ballots. The Executive Director shall be responsible for conducting elections for Board Members through electronic ballots. Election ballots will permit members to vote for one Regional Representative or for up to three Member-at-Large positions on the Executive Board.

Section C. Selection of Winners. The positions of Board Members shall be filled by the candidates receiving the highest number of votes for the available positions, as counted by an impartial election management company that is independent of the Executive Board and the NABE staff.



**NABE Executive Board Candidate Nomination Petition:  
Regional Representative, 2025-2028**

**(Please print legibly)**

Candidate Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Email \_\_\_\_\_ Phone \_\_\_\_\_ (optional)  
 Signature \_\_\_\_\_

Qualified candidates may be nominated with signatures of at least 5 NABE members in good standing.

We, the undersigned, hereby nominate \_\_\_\_\_ as a candidate for  
 Regional Representative to the NABE Executive Board.

Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Email \_\_\_\_\_ Phone \_\_\_\_\_ (optional)  
 Signature \_\_\_\_\_

Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Email \_\_\_\_\_ Phone \_\_\_\_\_ (optional)  
 Signature \_\_\_\_\_

Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Email \_\_\_\_\_ Phone \_\_\_\_\_ (optional)  
 Signature \_\_\_\_\_

Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Email \_\_\_\_\_ Phone \_\_\_\_\_ (optional)  
 Signature \_\_\_\_\_

Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Email \_\_\_\_\_ Phone \_\_\_\_\_ (optional)  
 Signature \_\_\_\_\_

To qualify, petitions must be signed by active NABE members in good standing.

Completed petition form will need to be scanned and uploaded to the Online Candidate Information Form:

<https://www.xcdsystem.com/nabe/forms/index.cfm?ID=KgF6qT8>

**DEADLINE TO SUBMIT: March 14, 2025**

To qualify as a candidate, nominees must submit the following documents by March 14, 2025

- NABE Executive Board Online Candidate Information Form
- NABE Executive Board Candidate Nomination Petition
- Candidate Photo