

February 16, 2016

To all Active DeMolay and Adult Advisors of Texas:

It is that time of year once again. It is time for those who are interested to complete the Declaration to Seek State Office. Attached to this cover letter are the **REQUIREMENTS TO RUN FOR STATE OFFICE and DECLARATION OF INTEREST TO SEEK STATE OFFICE.**

Be sure to read all of the instructions carefully. There have been some changes. Please be advised that the documents **must** be mailed. **No email submissions will be accepted.** Also, no incomplete or unreadable submissions will be considered. All items must be in the submission packet. If you want to include a picture with your submission that is acceptable but not required.

The Declaration packet must be received by July1, 2016. Anything received after July 1, 2016 will not be considered.

If you have any questions about the requirements you may contact me: Michael Sampson, Executive Officer at home 832-637-7546 or cell 713-504-9627. No one other than the Executive Officer may change or waive any of the requirements to seek State Office.

Mail the completed Declaration packet to:

Michael Sampson, Executive Officer

6807 Travis St

Manvel, Texas 77578

Michael L. Sampson

REQUIREMENTS TO RUN FOR STATE OFFICE

1. Must file a "Declaration of Interest" application with the Executive Officer before the deadline.

2. Both Chapter Dad and the Chairman of the Advisory Council of your chapter must sign the “Declaration of Interest” statement (this includes Chapter Dad and Chairman of all dual chapters of which you are a member). When you sign the letter, you indicate he is completely qualified to run.

3. Must have the on-going **FULL SUPPORT** of his parents / guardians in order to seek election and remain an elected State Officer. This must be in writing and submitted with his "Declaration."

4. As required by the State Bylaws, he must be a Past Master Councilor, having received his Representative DeMolay, and passed the first course of the Leadership Correspondence Course. He must also be proficient in his ritual work, and have attended a Leadership Training Conference or a State Master Councilor's Retreat prior to his election.

5. **Must at all times, have a valid driver's license** and not have more than two (2) low-grade violations in the previous twelve (12) months. A low-grade violation is speeding, other than reckless, stop sign violations, etc. The E.O. may waive this rule. **I also understand that I am responsible or my own transportation at all times.**

6. May reach his 21st birthday during his term as State Officer as provided for by ISC Rules and is still to be considered an Active DeMolay during his term of office.

7. Must have and maintain a 2 or 3 piece **SUIT** with the designated accessories after his election. A black or dark suit is recommended. He may need a **BLACK TUXEDO** for certain Installations, Chevalier Investitures, etc.

8. Must have available, at all times, reliable transportation with which to travel throughout the state fulfilling his duties.

9. Must be the 1st line signer on not less than two (2) new members petitions, who were initiated prior to the deadline set for declaration. If you earned the Blue Honor Key for bringing in 10 new members, who were initiated, this annual requirement can be waived. Documentation must be provided with this paperwork. It must be certified by either the Chapter Chairman or Chapter Advisor.

10. Must have served as a DDSMC, SJC, SSC, or SIKC to run for the office of DSMC or SMC and fulfilled all of the requirements of the office held.

**11. Failure to perform the duties or responsibilities assigned by the Executive Officer or his designated representative as a State Officer, or any non-compliance with any applicable Section of the ISC Statutes, will be cause for not being allowed to run for State Office or for their removal as an elected State Officer.**

12. The Executive Officer is the only person that may interpret this Policy and / or authorize any deviation there from.

13. Must attend the E.O. interview session at Conclave, the E.O. conference after Conclave, and all other functions designated by the Executive Officer as a requirement of his office. These include but are not limited to Grand Lodge, Grand Chapter, Grand Council, Grand Commandery, Grand Chapter of the Eastern Star, Grand Assembly of Rainbow, and Government Day. He must also be present during the Annual Conclave at the end of his term of office.

**14. All expenses pertaining to the position, which you are elected and installed, will be incurred by the state officer and/or his parents / guardians.**

15. Must understand that while in office, he will not consume alcoholic beverages. Violation of this or any other Laws of the State of Texas or the US Government will and can be cause for immediate removal.

**All "Declarations to run for office" must be fully completed, and returned to the Executive Officer by the deadline, prior to the State Conclave, at which the applicant desires to be considered for an elected state office. “Declarations” do not and will NOT carry over from year to year**. **Incomplete Declarations will not be considered and will not be allowed to seek office.**

The Interview with the Candidates (and their parents) with the Executive Officer or his designate must be in person or by phone before the candidate will be considered for the office.

The Executive Officer's meeting will be held on Thursday evening of Conclave. All candidates **MUST** attend this meeting. Any questions concerning these rules, please contact the Executive Officer, Michael Sampson at C-713-504-9627 or H-832-637-7546.

DeMolay Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (printed name)

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent / Guardian: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **(Your signature indicates that you have read and understand the above requirements)**

**DECLARATION OF INTEREST TO SEEK STATE OFFICE**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Full name-First, Middle and Last as it appears on official ID)

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Texas Zip: \_\_\_\_\_\_\_\_\_\_\_\_

Home Phone: (number) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Birth date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DeMolay I.D # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Texas Drivers License: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Shirt Size: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address: (The EO must be kept informed of any changes) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chapter Name and Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chapter Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

School Grade Level: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Office for which you are declaring an interest in: (Choose only one) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Required Attachments:**

**1.** Copy of your Original Representative DeMolay Certificate

**2.** Copy certificate showing you passed the first course of the Leadership Correspondence Course

**3.** Copy of your current Texas Drivers License and Car Insurance

**4.** Completed copy of DeMolay Internet Disclosure Form Note, this must be up-dated when information changes.

**5.** Parental Letter

6. Year of Leadership Training/State Master Councilor's Retreat attended

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I have been the first line signer of the following two (2) candidates who have already been initiated into the Order as indicated in the Requirements:

1.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I have read the **REQUIREMENTS FOR RUNNING FOR A STATE OFFICE** and the above **Declaration of Interest**, and agree to all the requirements stated. I furthermore agree that I will not be guilty of any act that will bring discredit upon the Order of DeMolay, or myself. I agree to conduct myself at all times according to the seven precepts of our Order, especially at DeMolay or any affiliated Masonic functions, and should I violate this agreement, I understand I may be removed from my office. I further agree to abide by the Bylaws of the Texas DeMolay Association, the Bylaws of the Texas State Priory, the Bylaws of the Texas State Court of Chevaliers, and the Statutes of the International Supreme Council, Order of DeMolay. In addition, should I lose it, damage it or it is stolen from me, I agree to pay for the replacement of the state officer’s collar at my expense. **I agree to file a written report as required by the Executive Officer or his designate and also to obtain his permission for any visitation outside of my local area to attend any DeMolay, Rainbow, Masonic, Eastern Star, or any other Masonic Organization. I understand that any vacancy in any State Officer position can only be filled by the Executive Officer. Failure to abide by the above terms can result in my removal from office.**

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chapter and number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chapter Dad: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Advisory Council Chairman

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**When signing you are agreeing that the DeMolay has completed all requirements.**

I have thoroughly read and understand the "Requirements for running for a State Office" the "Declaration of Intent" and I support my son in his decision, and I will assist him in all his efforts.

***(If both parents have custody of applicant, both parents MUST sign application.)***

Parent/Guardian: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (signature)

Parent/Guardian: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (signature)