

# PRECINCT COMMITTEEMAN APPOINTMENT FORM

## INDIANA REPUBLICAN PARTY

I, \_\_\_\_\_, hereby appoint

(County Chairman's Name)

\_\_\_\_\_ who resides at

(Name of Appointee)

(Complete Address of Appointee including zip code)

Phone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

And is a qualified voter in said County to serve as Precinct Committeeman in

\_\_\_\_\_ Date Appointed \_\_\_\_\_

(Name or Number of Precinct)

(Date)

In \_\_\_\_\_ County, Indiana.

(Name of County)

(Appointed Precinct Committeemen serve at the pleasure of the County Chairman or until the next election where Precinct Committeemen are elected. New appointment forms must be issued following an election where Precinct Committeemen are elected.) Precinct Committeemen are NOT holdover offices.

\_\_\_\_\_  
(Signature of County Chairman)

\_\_\_\_\_  
(Date)

\*A copy of this form must be sent to the State Secretary and a copy kept on file with the Secretary of the County Central Committee and a copy given to the person appointed. Should an appointed person be removed from this office by the County Chairman, a removal form must be immediately completed and sent to the State Secretary, a copy given to the Secretary of the County Committee and also the person removed from office. All forms must be completed with signatures and dates. Current precinct information (applicable forms and a current spreadsheet) should be sent immediately to the State Committee Secretary.

The Precinct Committeeman being Replaced is: \_\_\_\_\_

# PRECINCT COMMITTEEMAN RESIGNATION FORM

Indiana Republican Party

I, \_\_\_\_\_,  
(Name of Precinct Committeeman)

A Precinct Committeeman hereby resign

\_\_\_\_\_  
(Elected or Appointed)

my position as precinct committeeman in

\_\_\_\_\_  
(Name or Number of Precinct)

In the County of \_\_\_\_\_. The effective date of my resignation is:

\_\_\_\_\_

\_\_\_\_\_  
(Signature of Precinct Committeeman)

\_\_\_\_\_  
(Date)

\*A copy of this form must be sent to the State Secretary immediately following the resignation. The Secretary must keep these forms as a part of the permanent file. A copy is also given to the County Secretary. The County Party Secretary or the County Chairman is to email a copy of the updated spread sheet to the State Committee Secretary immediately following any correction or change. All dates of appointment, resignation and removal are a vital part of our recordkeeping. All forms must be complete with signatures and dates and the date the forms were updated. The date the State Secretary receives and file stamps the forms and excel spreadsheet is the day the change becomes effective. The State Committee Secretary must be notified when an elected precinct committeemen resigns or is removed from office for any reason. This notification can be sent with the updated spreadsheet.

# PRECINCT COMMITTEEMAN REMOVAL

## INDIANA REPUBLICAN PARTY

I, \_\_\_\_\_, hereby remove  
(Name of County Chairman)

\_\_\_\_\_ from the office of  
(Name of Appointed Precinct Committeeman)

Precinct Committeeman in Precinct \_\_\_\_\_  
(Name or Number of Precinct)

Dated \_\_\_\_\_ in \_\_\_\_\_ County, Indiana.  
(Date) (Name of County)

Appointed Precinct Committeemen serve at the pleasure of the County Chairman or until the next election, where Precinct Committeemen are elected.

Elected committeemen cannot be removed unless they resign, pass away, move from the precinct or are removed due to any willful violation of the rules or a resolution of the State Committee or statute pertaining to elections, conviction of a felony or gross misconduct affecting the party organization. (See Rule 3-22 and 3-23).

\_\_\_\_\_  
(County Chairman's Signature)

\_\_\_\_\_  
(Date)

\* A copy of this form must be given to the person being removed from office and a copy must be mailed to the

Secretary of the State and County Committee within seven (7) days for their permanent records.

The County Secretary must send an updated spreadsheet to the Secretary of the State Committee.

All forms must be complete with signatures and dates and the date the information was updated.

Individual forms and the spreadsheet should be sent at the same time.

## Vice Committeeman Appointment Indiana Republican Party

I, \_\_\_\_\_, hereby appoint  
(Person making the Appointment—County Chairman or Elected Precinct Committeeman if the elected  
committeeman made the appointment within thirty (30) days of his/her election)

\_\_\_\_\_ who resides at  
(Name of Appointee)

\_\_\_\_\_ and is a qualified voter in said  
(Full address including zip code)

county to serve as Vice Precinct Committeeman in Precinct \_\_\_\_\_  
(Name or Number of Precinct)  
effective \_\_\_\_\_  
(Date)

In \_\_\_\_\_ County, Indiana.  
(Name of County)

Email address: \_\_\_\_\_ Phone #: \_\_\_\_\_

\*An elected Precinct Committeeman has thirty (30) days after his/her election to file a written appointment form with the name of their appointed Vice Committeeman with the County Chairman and with the State Party Secretary. If the Elected Precinct Committeeman fails to file the written appointment form within the allotted time, it becomes the responsibility of the County Chairman to make the appointment. If the Vice Committeeman of an elected committeeman resigns, the elected Precinct Committeeman has thirty (30) days from the day of the vacancy to appoint a new Vice Precinct Committeeman in written form and give it to the County Chairman, otherwise the County Chairman fills the vacancy. Copies of these forms are to be filed immediately with the Secretary of the County Committee and an updated precinct spreadsheet filed with the Secretary of the State Committee. The State Committee Secretary should be notified immediately, if there is a change in the list of committeemen or vice committeemen. The person being appointed should also receive a copy of the appointment form.

\_\_\_\_\_  
(Signature of the person making the appointment)

\_\_\_\_\_  
(Date)

The Vice Committeeman being replaced is \_\_\_\_\_  
(Former Vice Committeeman's Name)

This form must be on file with the Secretary of the County Party and a copy given to the person appointed and to the Precinct Committeeman of the Precinct where the person will be serving.

# VICE COMMITTEEMAN RESIGNATION

## INDIANA REPUBLICAN PARTY

I, \_\_\_\_\_, hereby resign my position  
(Name of Vice Committeeman)

As Vice Precinct Committeeman in \_\_\_\_\_  
(Name and/or Number of Precinct)

In the County of \_\_\_\_\_. The effective date of my  
(Name of County)

Resignation is \_\_\_\_\_.

\_\_\_\_\_  
(Signature of the resigning Vice Precinct Committeeman)

\_\_\_\_\_  
(Date)

\* A copy of this form should be given to the County Chairman and to the Precinct Committeeman. A copy of this document must be sent to the Secretary of the County Central Committee within seven (7) days for their permanent records. The County Secretary must immediately update the precinct spreadsheet and email it to the State Committee Secretary. The County Secretary is responsible for maintaining the precinct committeemen and vice committeemen files.

# VICE COMMITTEEMAN REMOVAL

## INDIANA REPUBLICAN PARTY

I, \_\_\_\_\_, hereby remove  
(Name of Person Removing Vice Committeeman, County Chairman or the Elected Precinct  
Committeeman who completed & filed an appointment form for their own vice committeeman  
within thirty (3) days of their election)

\_\_\_\_\_ from the office of Vice Precinct  
(Name of Vice Committeeman being removed)

Committeeman in Precinct \_\_\_\_\_ effective \_\_\_\_\_  
(Name or Number of Precinct) (Date)

In \_\_\_\_\_ County, Indiana.  
(Name of County)

\_\_\_\_\_  
(Signature of Person Removing the Vice Committeeman)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(County Chairman's Signature)

\_\_\_\_\_  
(Date)

- \* The person appointed to fill this vacancy is

\_\_\_\_\_  
(Name of person appointed to fill vacancy)

- \* The vacancy of the appointed person was filled by the

\_\_\_\_\_  
(Elected Committeeman or by the County Chairman)

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