

This package contains all the information and documentation necessary to submit a referendum question to the IEC.

SFSS  
Referendum  
Question  
Submission  
Package

Simon Fraser Student Society

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**simon fraser**

**student society**

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## SUBMISSION INSTRUCTION

### REQUIREMENTS

1. Each section must be complete and legible. Incomplete or illegible information will not be considered.

### HOW TO SUBMIT THE PACKAGE

1. If the referendum question is submitted by the Executive Council, ensure the Executive Committee minutes approving the referendum question are attached to the package.
2. If the referendum question is submitted by Council, ensure the Council minutes approving the referendum question are attached to the package.
3. If the referendum question is submitted by the Executive Council, following the receipt of a Petition for the Submission of a Referendum Question, ensure that:
  - a. the petition is attached to the package, and
  - b. the Executive Committee meeting minutes during which the petition was submitted are attached.
4. If you are the Executive Council or Council liaison for the referendum question, send a completed package to the Independent Electoral Commission's Chief Commissioner at [elections.chief@sfss.ca](mailto:elections.chief@sfss.ca).
  - a. Monitor your email for message from the Independent Electoral Commission regarding the approval status of the question.

### DEADLINES AND ADDITIONAL INFORMATION

The deadline for the submission of referendum question packages and any additional information may be found online at <http://sfss.ca/elections/>.

During the election and referendum periods, question may be submitted by email to the Chief Commissioner of the Independent Electoral Commission at [elections.chief@sfss.ca](mailto:elections.chief@sfss.ca) or by visiting during office hours.

Outside of election and referendum periods, questions may be submitted by email to Policy, Research and Community Affairs Coordinator at [policyresearch@sfss.ca](mailto:policyresearch@sfss.ca), or by filling out the Internal Work Order – CRPC at the Student Centre.

### REFERENDUM QUESTION REPRESENTATIVE INFORMATION

|                         |  |
|-------------------------|--|
| Name                    |  |
| Student Number          |  |
| Address                 |  |
| Preferred Phone Number  |  |
| Preferred Email Address |  |

### REPRESENTATIVE DECLARATION

I declare under penalty of reprimand, fine, or disqualification that the above information is correct, and that I believe myself to be a legally qualified to submit a referendum question to the members of the Simon Fraser Student Society (SFSS), which has been submitted in full accordance with the Society bylaws and regulations.

I further declare that I have read and understood the SFSS Constitution, SFSS Bylaws, the SFSS Council Policies, and the SFSS Elections and Referenda Policies, and I agree to adhere to all regulations contained therein.

Printed Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

## STATEMENT OF CONSENT FOR THE DISCLOSURE OF PERSONAL INFORMATION

I, \_\_\_\_\_, hereby consent to the disclosure of any and all information required to the SFSS Policy, Research and Community Affairs Coordinator, with copies being provided to the SFSS Executive Director and SFSS Finance Office, by Simon Fraser University (SFU) for the purposes of confirming my eligibility to submit a referendum question to the members of the Simon Fraser Student Society (SFSS). My consent expires on April 30<sup>th</sup>, 2022. No use or disclosure of personal information about me to the SFSS by SFU is permitted beyond the terms described herein without my express written authorization or unless permitted or required by law.

Student Number \_\_\_\_\_

Printed Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

## RELEASE FORM

I, \_\_\_\_\_, (student name) do hereby give the Simon Fraser Student Society (SFSS), their assigns, licensees, successors in interest, legal representatives, and heirs the irrevocable right to use my (a) name (or any fictional name), image, voice, and (b) all photographs, recordings, videotapes, audiovisual materials, writings, and statements, in all forms and in all media and in all manners, without any restriction as to changes or alterations (including but not limited to composite or distorted representations or derivative works made in any medium) for advertising, trade, promotion, exhibition, or any other lawful purposes, and I waive any right to inspect or approve the photograph(s) or finished version(s) incorporating the photograph(s), including written copy that may be created and appear in marketing materials produced by the SFSS.

I hereby release and agree to hold harmless the Simon Fraser Student Society, his or her assigns, licensees, successors in interest, legal representatives and heirs from any liability by virtue of any blurring, distortion, alteration, optical illusion, or use in composite form whether intentional or otherwise, that may occur or be produced in the taking of the photographs, or in any processing tending toward the completion of the finished product, unless it can be shown that they and the publication thereof were maliciously caused, produced, and published solely for the purpose of subjecting me to conspicuous ridicule, scandal, reproach, scorn, and indignity.

I agree that the Simon Fraser Student Society owns the copyright in these photographs and I hereby waive any claims I may have based on any usage of the photographs or works derived therefrom, including but not limited to claims for either invasion of privacy or libel. I am of full age and competent to sign this release.

I agree that this release shall be binding on me, my legal representatives, heirs, and assigns. I have read this release and am fully familiar with its contents.

Student Number \_\_\_\_\_

Printed Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

## FOR IEC ONLY – REFERENDUM QUESTION ELIGIBILITY STATUS

|   |  |
|---|--|
| Referendum Question Representative Name |  |
| Question Eligibility Requirements       | <input type="checkbox"/> The package includes the petition or meeting minutes approving the question.<br><input type="checkbox"/> If the question is submitted as a result of a member petition, the required number of eligible signatures is contained on the petition, and the petition is completed in full.<br><input type="checkbox"/> The package includes a complete Referendum Question Representative Information Form.<br><input type="checkbox"/> The package includes a complete Statement of Consent for the Disclosure of Personal Information.<br><input type="checkbox"/> The package includes a complete Release Form. |
| Eligibility Status                      | <input type="checkbox"/> Eligible<br><input type="checkbox"/> Not Eligible   |

Chief Commission of the Independent Electoral Commission (IEC) \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_