

Precinct Convention 101

- Each Precinct must hold its own convention. If your precinct has been consolidated with others for voting on Election Day, you still must hold your precinct conventions separately.
- Your precinct convention may not begin until 7:15pm. You may **NOT** begin the precinct convention until the last voter has voted at the precinct polling place. (TX Elec. Code Sec. 174.022).
- Have individuals who voted in the Democratic Primary sign in on the sign-in sheets (“Exhibit A”) with their name, address, phone, etc., and presidential preference (or “Uncommitted” status). All fields except email and phone are required. Please try to get at least one phone number or an email address so that we may contact these voters quickly should a credentials challenge arise requiring verification.
- Temporary Chair to call the precinct convention to order and appoint temporary Secretary. (The Temporary Chair is usually the Precinct Chair, but it can be anyone who picks up the precinct packet from the Election Judge to run the convention).
- Elect a permanent Convention Chair and permanent Secretary
- Permanent Convention Chair announces: a) number of people who signed in on “Exhibit A” at the precinct convention who voted in the Democratic Primary; b) the number of Delegates and Alternates your precinct gets to elect; and c) the percent of people who signed in on the sign-in sheet in support of each candidate (or uncommitted status)
- Using the “EZ Math” form provided in your precinct packet:
 - Step 1 – Calculate the candidate caucus threshold
 - If a candidate fails to acquire the number of sign-ins they need to meet the threshold, supporters may join caucus of their second choice.
 - Step 2 – Calculate the percent of individuals in support of each candidate (or uncommitted status) and allocate the delegates and alternates accordingly.
- Supporters of each candidate (or uncommitted status) will then caucus by their presidential preference and elect the number of delegates and alternates allocated to that preference
 - Each precinct convention is entitled to elect one (1) Alternate for each Delegate the precinct gets to elect to the County/Senatorial District Convention
- One election is held; each member of a particular candidate caucus gets to cast as many votes as the number of delegates their caucus is entitled to elect (votes can be split up or cast for one person)
- Convention Chair announces the names of the selected Delegates and Alternates; those names are ratified by vote of the full convention
- A single Delegation Chair is elected by majority vote
- Other business is considered (e.g. Resolutions)
- The Convention is adjourned

If you need help during your precinct convention, please call:

1-800-DEM-3254 (1-800-336-3254).