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2.1.11 - APPENDIX G

ELECTIONS NOTICE LETTER

[date]

Dear [Parents and Guardians / Teachers / Support Staff / Students]:

The following [parents / teachers / support staff / students] have submitted their names as candidates for our School Council:

[List the names of all candidates in the same order as they will appear on the ballot.]

FOR PARENTS/GUARDIANS: NO Forum -attach candidate info to this mailing & include: "Attached are candidate information sheets to help inform your decisions." - FORUM -include: "You are invited to attend a "Meet the Candidates" Forum at the school on]" "[date] at [time]."

Elections will take place on [election date].

You may vote in person between the hours of [start time] and [end time] at the school.
[P/GUARD.: for take-home ballots, attach to this mailing & include: "For take-home ballots, the attached ballot must be recieved at the school no later than [time] on [date], and must be sealed in the attached envelope or it will be deemed inadmissible."]

I encourage all [parents / teachers / support staff / students] to exercise their voting rights on [election date].

Sincerely,

[Name], Principal
[School Name]