

## **ELIGIBILITY REQUIREMENTS FOR INTERNATIONAL OFFICE**

### **As defined in the International Bylaws**

#### Article V Officers, Section 2: Eligibility:

- a. Eligibility to be a Corporate Officer shall be dependent upon being a local association member in accordance with ARTICLE IV, Section 2.a or an At-Large member in accordance with ARTICLE IV, Section B.
- b. Eligibility for the office of President, First Vice President, Second Vice President, or Secretary/Treasurer shall be dependent upon having served as a District President. Eligibility for the office of President and First Vice President shall be dependent upon having served as an International Corporate Officer.

#### Article IV Members, Section 2: Qualifications, Class A. Local Association

Membership shall be comprised of persons employed by or retired from entities providing and/or utilizing financial, credit or collections services. They shall enjoy all privileges of membership, including that of voting and holding office.

**SAMPLE LETTER TO BE MAILED BY FEBRUARY 10, 2010  
FROM DISTRICT PRESIDENTS TO  
THEIR LOCAL ASSOCIATION PRESIDENTS/AT-LARGE MEMBERS**

**CREDIT PROFESSIONALS INTERNATIONAL OF DISTRICT \_\_\_\_\_**

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

To: Local Association Presidents/At-Large Members

From: \_\_\_\_\_, District President

RE: International Nominations

It is time for nominations for an International Officer and I am hereby requesting that you check with your membership to see if you have someone in your association who is eligible to be nominated and has a desire to serve. **At-Large Members: due to a change in the bylaws, you are eligible to run for International Office.**

I have enclosed the eligibility requirements of a nominee along with the Local Association/At-Large Members Nomination Form and Nominee Biography Form, which will need to be completed.

The nominee must complete the biography form along with a resume of qualifications containing 100 words or less that can be printed in the Pre-Conference Capsule. Remind them that their resume should include more information about credit and/or business related achievements than about association activities. They may also want to include their goals as an International Officer. They must also include a glossy print picture (preferably black and white) for publication. (or ask them to email you a photo and provide your email address)

Mail the Local Association/At Large Members Nomination Form, completed Nominee Biography Form, Resume and Photo to me by **March 1, 2010**.

If your association or at-large member does not have a nominee at this time, please indicate that on the Nomination Form and return to me by **March 1, 2010**.

I appreciate your immediate attention to this request and I look forward to receiving nominations from our District.

Return forms to:

Name and mailing address

**CREDIT PROFESSIONALS INTERNATIONAL  
LOCAL ASSOCIATION/AT LARGE MEMBER NOMINATION FORM  
FOR INTERNATIONAL OFFICE**

**To Local Association Presidents/At-Large Members:** If your local association has a member (At-Large Member) who has leadership qualifications and whom you think is good officer material and is eligible to be an International Officer, please consult them and get permission for your local association to nominate them. Then complete this form and return, along with the nominee's biography, to your District President by **March 1, 2010**. (*At-Large member, just complete the form.*)

Name of nominee: Mrs./Miss/Ms./Mr. \_\_\_\_\_

Mailing address \_\_\_\_\_

Work #( ) \_\_\_\_\_ Home#( ) \_\_\_\_\_ Fax# ( ) \_\_\_\_\_

Email: \_\_\_\_\_

Employed by \_\_\_\_\_

Job Title \_\_\_\_\_

Name of local association, city, and state \_\_\_\_\_

At-Large Member \_\_\_\_\_

Does he/she meet membership requirements? \_\_\_\_ Is nominee in good standing? \_\_\_\_

Does nominee meet eligibility criteria (has served as District President)? \_\_\_\_

Year of District Presidency \_\_\_\_\_ District \_\_\_\_\_

Has nominee been consulted and is he/she willing to stand for election? \_\_\_\_

Does the nominee's firm endorse having him/her considered for International Office? \_\_\_\_

Has the nominee previously held an International Office? \_\_\_\_

If yes, office(s) held \_\_\_\_\_

dates held \_\_\_\_\_

Put comments regarding nominee's qualifications on the back or on a separate page.

Date: \_\_\_\_\_ This candidate is nominated by CPI local association of \_\_\_\_\_

President/At-Large Member (signature) \_\_\_\_\_

Secretary (signature) \_\_\_\_\_

**Please return to your District President by March 1, 2010  
With biography, resume, and photo**

**CREDIT PROFESSIONALS INTERNATIONAL  
NOMINEE BIOGRAPHY**

**To: The Nominee**

The following form is to be completed and returned with your picture (glossy print, black and white if available-email if possible) to your Local Association President (At-Large Member, send Nominee Biography and nomination form directly to District President) immediately so that it can be sent to your District President along with the nomination form from your local association. The information supplied will assist the Nominating Committee in preparing your qualifications for printing and presentation of their report to the members. It is best if the information is related to credit and/or business achievements. Please do not be too modest. The Nominating Committee is very proud of you for allowing your name to be considered.

Name: Mrs./Miss/Ms/Mr. \_\_\_\_\_

Mailing Address \_\_\_\_\_

Work #( ) \_\_\_\_\_ Home#( ) \_\_\_\_\_ Fax# ( ) \_\_\_\_\_

Email: \_\_\_\_\_

Employed by \_\_\_\_\_

Job Title \_\_\_\_\_

District \_\_\_\_\_ Local Association/At-Large \_\_\_\_\_ Year Joined \_\_\_\_\_

District offices held—give dates \_\_\_\_\_

\_\_\_\_\_

International offices held (if any)—give dates \_\_\_\_\_

\_\_\_\_\_

State offices held (if applicable)—give dates \_\_\_\_\_

\_\_\_\_\_

CPI Certification: Designation \_\_\_\_\_ Year \_\_\_\_\_

Submit resume of 100 words or less describing your achievements in the credit industry and/or business world, as well as your plans and goals as an officer of Credit Professionals International.

**Please return this form along with your picture to your local association President.**

Your International Nominating Committee appreciates your cooperation, assistance and dedication to Credit Professionals International. GOOD LUCK!

**CREDIT PROFESSIONALS INTERNATIONAL  
INTERNATIONAL NOMINATING FORM**

**TO: DISTRICT PRESIDENTS:**

SEND THIS FORM AND ATTACHMENTS TO THE INTERNATIONAL  
NOMINATING CHAIRMAN BY **March 8, 2010.**

Attachments:

- Biography form**, which the nominee has completed
- Picture** (glassy, preferably black/white) of the nominee
- Resume**—100 words or less detailing qualifications and goals

NOTE: in addition to qualifications listed in the cover letter, the office of President and First Vice President shall be dependent upon having served as an International Officer (i.e. Secretary/Treasurer or Second Vice President)

**Resume and photo to be emailed to [ebrinkley1024@earthlink.net](mailto:ebrinkley1024@earthlink.net) if possible.**

Name of nominee \_\_\_\_\_

Mailing Address \_\_\_\_\_  
\_\_\_\_\_

Number of local associations in your District \_\_\_\_\_

Name of At-Large Members \_\_\_\_\_

This nominee is endorsed by District \_\_\_\_\_

District President (signature) \_\_\_\_\_

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

Nominating Chairman:  
Esther Brinkley, CA/MPCE  
3325 Pollard Drive  
Winston Salem, NC 27103  
Phone: 336-765-3683  
Cell: 336-817-7476  
[Ebrinkley1024@earthlink.net](mailto:Ebrinkley1024@earthlink.net)

Additional comments may be added on the back of this form.