

## Requirements for Representation at the AFT Convention

### In accordance with the AFT Bylaws, Article X:

**Section 2.** Only affiliates in good standing shall be eligible for:

(a) representation at the AFT convention. In order to satisfy such good-standing requirements and in addition to the deadlines otherwise set forth in the AFT constitution and bylaws, each affiliate must provide the AFT with the information required in paragraphs 1(b)-(f) above no later than 30 days prior to the opening date of the convention.

**Section 1, paragraphs (b)-(f) referenced above, includes these items which must be received at AFT by June 24, 2024**

- (a) **payment of per capita to the AFT on all members, with arrears not to exceed two months, and to the applicable state federation consistent with its constitution**
- (b) **current in submission of the affiliate's annual audit, independent financial review, internal review, or financial statement compilation, along with the required certification letter in keeping with Sections 1, 2, 3, and 4 of Article IX of the AFT bylaws;**
- (c) **current in submission to the AFT of names and addresses for the principal executive and financial officers;**
- (d) **current in submission to the AFT of the names and addresses of current members of the affiliate's executive board;**
- (e) **current in submission of a membership roster; and**
- (f) **current in submission of a copy of the affiliate's up-to-date constitution.**

**Financial documents and constitutions can be sent to [auditreports@aft.org](mailto:auditreports@aft.org) or AFT Compliance, 555 New Jersey Ave. N.W., Washington, D.C. 20001**

### Other deadlines set forth in the AFT Constitution:

#### Constitution Article VIII, Section 1(f).

To be entitled to representation at the convention the full per capita tax of the local and all other monies due the American Federation of Teachers shall be paid through the two months immediately preceding the convention date, such payment to be made to the national office no later than the last day of the second month prior to the opening date of the convention.

**Per capita must be paid through the month of May 2024 by Monday, July 1, 2024.**

#### Constitution Article VIII, Section 1(d).

Each local, state federation or retiree organization must send by registered or certified mail or any other reliable means, including electronic transmission, that provides proof of receipt to the national office a certified list of all elected delegates and alternates not later than 30 days prior to the opening date of the convention. Only delegates and alternates on this certified list shall be registered and seated at the convention.

**Credentials must be received by Monday, June 24, 2024.**

**Affiliate presidents can check their affiliate's good-standing status in the online registration system at [aft.org/convention](http://aft.org/convention).**