

Constitution and Bylaws Summary: Precinct Caucuses

General Rules

- Each voting precinct that is entitled to delegates must hold a caucus meeting every General Election year. The State Republican Party sets the date for caucus meetings.
(Bylaw6, A)
- Caucus meetings must convene 7:00 pm at the appointed place.
(Utah Republican Party Constitution Article XII, Section 1, A)
- Caucus meetings must be held within the precinct or in a public building in a nearby precinct.
(Bylaw6, A, 1)
- Caucus notices must:
 - Be posted in at least 3 public places in the precinct.
 - Be posted at least 5 days in advance.
 - Indicate the time and place of the meeting.
 - Specify the number of County Delegates to be elected.
 - Be given to the local news media by the County Party.(Bylaw6, A, 1)
- Caucuses shall be open to the public.
(Utah Republican Party Bylaw9, A)
- To participate (speak and vote) in the caucus meeting, attendees must:
 - Be United States citizens
 - Be at least 18 years old by the next November General Election
 - Reside in the voting precinct
 - Be registered Republican (or register Republican at the caucus)(Bylaw6, A, 2; Utah Republican Party Bylaw9, A)
- No one can participate in caucus who is an officer, delegate, candidate or registered affiliated voter of any other rival political party.
(Utah Republican Party Bylaw9, A)
- Voter registration materials must be available at caucus; participants may register as Republican and unaffiliated participants may affiliate as Republican at the caucus meeting.
(Utah Republican Party Bylaw9, A)
- Robert's Rules of Order apply to all proceedings.
(Utah Republican Party Constitution, Preamble, and Article XIII; Utah Republican Party Bylaw11)
- Caucus should begin with:
 - Prayer,
 - Pledge of allegiance, and
 - Reading and discussion of the Party platform (the county Party chooses whether to read the state or county platform).(Utah Republican Party Bylaw9, B)
- Each precinct caucus shall submit nominations for Registration Agents and Election Judges to the County Clerk.
(Bylaw6, A, 3)

- Oral notice of the County Convention shall be given at each precinct caucus meeting and written notice shall be mailed to each delegate.
(*County Bylaw 6, D, 1*)

Central Committee Responsibilities:

- Make sure voting precinct caucuses are held.
(*Constitution Article III, G, 1, b*)
- Specify the total number of delegates to County Party Conventions.
(*Constitution Article III, G, 1, a*)
- Simultaneously adopt two State Delegate allocation formulas:
 1. A formula to distribute a portion of Utah County's State Delegates directly to the voting precincts for election at the caucuses. This formula shall:
 - Be proportionate to the formula required by law for the allocation of County Delegates.
 - Provide that each precinct receives at least one State Delegate position for election at the caucus.
 2. A formula to allocate the remaining portion of State Delegate positions.
(*Constitution Article III, G, 1, k*)
- Meet within one month of the voting precinct caucuses to:
 - Set the schedule of meetings for the next six months.
 - Set a tentative schedule for the next two years.
 - Learn their duties and become familiar with the Party Constitution.
(*Bylaw 6, C, 2*)

Legislative District Chair Responsibilities:

- Recommend and report locations for the precinct caucuses.
(*Constitution Article IV, K, 4*)

Voting Precinct Chairs Responsibilities:

- Preside over their precinct caucus.
(*Constitution Article IV, N, 1*)

Election of Precinct Officers and Delegates

- Each precinct caucus shall elect the following precinct officers:
 - Chair
 - Vice-Chair
 - Secretary
 - Treasurer
 - At least three Committee Members
(*Constitution Article III, B*)
- Each precinct caucus must elect the number of County Delegates allocated to the precinct.
(*Bylaw 6, A, 3*)
- Each precinct caucus must elect the number of State Delegates allocated to the precinct.

- (*Bylaw6, A, 3*)
- All officers and delegates are elected by ballot.
- Precinct Officers and delegates must be:
 - United States citizens
 - At least 18 years old by the next November General Election
 - Residents of the voting precinct
 - Registered Republican (or register Republican at the caucus)
- (*Constitution Article IV, A; Utah Republican Party Bylaw9, A*)
- All officers and delegates serve a two year term, which ends at the completion of the precinct's next General Election year caucus.
- (*Constitution Article III, B*)
- Balloting, or the opportunity therefore, shall continue for at least one hour after the time the meeting opens for business.
- (*Bylaw6, A, 4*)
- Balloting results must be submitted through Legislative District Chairs to the Steering Committee immediately after adjournment.
- (*Bylaw6, A, 4*)
- No subsequent election or ratification is required by County Conventions for State Delegates elected at the precinct caucuses or at a caucus of delegates at the County Convention.
- (*Utah Republican Party Constitution, Article XII, Section 1, C*)
- [*Note: Utah County Republican Party Constitution states that formal selection of the State Delegates will be made by a vote of County Delegates at the ensuing County Convention. Reference Bylaw1, A, 3, C*]

Delegate Allocation

- See "Delegate Allocation" document.