

Girl Scouts of West Central Florida, Inc.  
**NOTICE OF SUBSTITUTION OF DELEGATE**

Service Unit or Area Delegate,

If you cannot attend the Annual Meeting, please follow the steps below to allow an alternate to vote on your behalf.

1. Contact and confirm the alternate is available to take your place.
2. Complete this fillable form:
  - a. Delegate – complete, save, and pass the form (along with the Notice to Annual Meeting materials) to your confirmed Alternate.
  - b. Alternate – electronically sign, save, and forward as an attachment to [mzuloaga@gswcf.org](mailto:mzuloaga@gswcf.org) by Apr. 13 at 4:00 p.m.

An alternate delegate will not have the ability to vote during the annual meeting unless this delegate substitution form is completed by both parties on or before Apr. 13 at 4:00 p.m.

**NOTICE OF SUBSTITUTION OF DELEGATE**

**DATE:** \_\_\_\_\_

**AREA ASSOC. (A-K):** \_\_\_\_\_

**SERVICE UNIT:** \_\_\_\_\_

**DELEGATE NAME:** \_\_\_\_\_  
**(WHO CANNOT ATTEND)**

**ALTERNATE NAME:** \_\_\_\_\_  
**(WHO WILL SUB IN)**

The duly elected Alternate for the Service Unit/Area Association named above will, for the purposes of voting and otherwise representing this Service Unit/Area at the Annual Meeting of the Girl Scouts of West Central Florida, serve in the place of the delegate named above. Typing my name below serves as my signature that this information is true and correct.

**Delegate's signature:** \_\_\_\_\_

**Alternate's signature:** \_\_\_\_\_