



## Memorandum

From: Zoë Orfanos, Vice Chair of the Board of Elections  
Phil Cardarella, Chairman of the Board of Elections  
Date: 21 March 2012  
Re: Appeals Process

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Article IX, Section vi of the Policy Book and Standing Elections Policy 10-11-002 outline the procedure for appealing a decision of the Board of Elections.

When submitting an appeal, please include the following in your *typed* brief:

1. Reasons for which the appellate panel should consider the appeal.
2. The aspects of the decision that you are appealing, specifically the basis on which you believe the decision must be overruled.
3. The Election Regulations or precedents that support your argument.

This should encompass all arguments and reasoning you wish to present to the panel should it decide to hear the appeal.

Please keep in mind, that while you may appeal on the basis of newly discovered evidence, you may not submit additional evidence to the Appellate Panel. In other words, the purpose of this panel is not to decide matters of fact, but matters of policy.

Best,

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*Zoë Orfanos, Vice-Chair of the Board, in her capacity as Chair of the Appellate Panel*

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*Phil Cardarella, Chairman of the Board of Elections*