

# **Liberal Party of Canada**

## **National Membership Rules**

This Bylaw is a consolidation of Bylaw 3 (originally made by the National Executive pursuant to section 11 of the National Constitution at its meeting on November 27, 2008) and Bylaw 4 (originally made by the National Executive pursuant to section 11 of the National Constitution at its meeting on January 9, 2009). The original consolidation with consequential amendments was made by the National Executive at its meeting on April 24, 2009. This Bylaw may be referred to as the “National Membership Rules”.

Sections 4, 7 and 9.9 in Part III of this Bylaw took effect on January 1, 2009 (the “National Membership Implementation Date”) and on that date the period referred to in subitem 4(1) of schedule A of the National Constitution expired. The other sections of Part III of this Bylaw took effect on January 18, 2009.

The consolidated version of this Bylaw as of May 1, 2009, was confirmed by the Party pursuant to subsection 26(4) of the National Constitution at its biennial convention in Vancouver on May 1, 2009.

Further amendments were made by the National Board of Directors on August 18, 2009, and October 30, 2011. Under subsection 26(5) of the National Constitution they are effective from the date that a resolution of the National Board of Directors is first published on the public website of the Party. These amendments must be submitted to the next convention of the Party.

### **Part I Interpretation**

#### **1. INTERPRETATION**

1.1 This Bylaw must be applied in a fair and equitable manner and must be interpreted in a manner which is fair and reasonable, having regard to all circumstances, and in the best interests of the Liberal Party of Canada.

1.1.2 Nothing in this Bylaw shall be construed so as to limit the ability of the National Election Readiness Committee, in making rules for the conduct of candidate selection meetings, to adopt further measures, while respecting the intent of this Bylaw, in order to ensure the equitable conduct of such meetings and the protection of the franchise of Eligible Voting Members of the Liberal Party of Canada.

1.2 For the purposes of this Bylaw, the following terms have the following meanings:

- (a) “Business Day” means, with respect to any PTA Office, any day other than a Saturday, Sunday or any day designated as a holiday by the government of the province or territory in which the PTA Office is located;

- (b) “*Canada Elections Act*” means the *Canada Elections Act*, S.C. 2000, c. 9, as amended;
- (c) “Commission” means, as the context may require, any or all of the Commission of Young Liberals of Canada, the National Women’s Liberal Commission, the Aboriginal Peoples’ Commission or the Senior Liberals Commission;
- (d) “Constitution” means, as the context may require, in relation to a PTA, a Commission or an Affiliated Constituent Body, the constitution, rules, bylaws or other constating documents of the PTA, Commission or Affiliated Constituent Body;
- (e) “Distributing Office” means the PTA Office which distributes application for membership forms or application for renewal forms;
- (f) “Joint PTA” means a province where the PTA is also a provincial party;
- (g) “National Constitution” means the constitution of the Liberal Party of Canada as adopted at the 2006 Leadership and Biennial Convention as amended from time to time;
- (h) “National Executive” means the National Executive of the Liberal Party of Canada as constituted under chapter 6 of the National Constitution;
- (i) “National Management Committee” means the National Management Committee of the Liberal Party of Canada constituted under section 30 of the National Constitution;
- (j) “National Membership Implementation Date” means January 1, 2009;
- (k) “National Office” means, as the context requires, either:
  - (i) the staff employed by the Party at a place designated by the National Executive as the location of the National Office;
  - (ii) the place so designated as the location of the National Office;
- (l) “Party” means the Liberal Party of Canada;
- (m) “Permanent Appeal Committee” means the Permanent Appeal Committee of the Liberal Party of Canada as constituted under chapter 10 of the National Constitution;
- (n) “PTA” means one or more of the provincial or territorial associations that compose the federation of the Liberal Party of Canada under the National Constitution;
- (o) “PTA Office” means, as the context requires, either:

- (i) the staff employed by a PTA at a place designated by the Membership Secretary as the location of an office of a PTA;
- (ii) the place so designated as the location of an office of a PTA;
- (p) “Relevant PTA” means, as the context may require:
  - (i) the PTA for the province or territory in which the federal electoral district represented by an EDA is located; or
  - (ii) the province or territory in which a Commission Club principally operates or with which it is identified or in which a majority of its members are resident;
- (q) “Relevant PTA Office” means, as the context may require:
  - (i) a PTA Office located in the province or territory in which the federal electoral district represented by an EDA is located; or
  - (ii) a PTA Office located in the province or territory in which a Commission Club principally operates or with which it is identified or in which a majority of its members are resident;
- (r) “Relevant Commission” means the Commission by which a Commission Club has been established;
- (s) “Seniors Club” means a seniors club established by the Senior Liberals Commission under subsection 38(3) of the National Constitution and recognized for the purposes of the National Constitution;
- (t) “Student Club” means a student club established by the Commission of Young Liberals of Canada under subsection 37(3) of the National Constitution and recognized for the purposes of the National Constitution;
- (u) “Women’s Club” means a women’s club established by the National Women’s Liberal Commission under subsection 36(3) of the National Constitution and recognized for the purposes of the National Constitution.

**1.2.1 Terms defined in the National Rules for the Selection of Candidates for the Liberal Party of Canada.** Terms which are not defined in this Bylaw, but which are defined in the National Rules for the Selection of Candidates for the Liberal Party of Canada are defined as set out in those Rules, as amended from time to time.

**1.3 Terms defined in National Constitution.** Terms which are not defined in this Bylaw have the same meaning as in the National Constitution.

1.4 **Authority of the Membership Secretary.** Subject to direction given by resolution of the National Executive and subject to an appeal to the Permanent Appeal Committee, the Membership Secretary may:

- (a) establish rules (consistent with this Bylaw, the National Constitution and, insofar as it is made applicable by this Bylaw, the Constitution of any Relevant PTA or Relevant Commission) generally applicable to the processing of applications for membership and applications for renewal, the distribution of application forms and the distribution of lists of members;
- (b) give directions (consistent with this Bylaw, the National Constitution and, insofar as it is made applicable by this Bylaw, the Constitution of any Relevant PTA or Relevant Commission) on a case by case basis with respect to the processing of applications for membership and applications for renewal, the distribution of application forms and the distribution of lists of members;
- (c) enact interpretation bulletins (consistent with this Bylaw, the National Constitution and, insofar as it is made applicable by this Bylaw, the Constitution of any Relevant PTA or Relevant Commission) in order to clarify any provision of this Bylaw or the National Constitution.

1.5 **Delegation by Membership Secretary.** The Membership Secretary may, in writing, delegate all or part of her or his authority with respect to a province or territory to an individual in that province or territory who is designated as the PTA Membership Secretary and may revoke that delegation in her or his absolute discretion at any time.

1.6 **Finality of decision of the Membership Secretary.** Subject to direction given by resolution of the National Executive and subject to an appeal to the Permanent Appeal Committee, a decision of the Membership Secretary is final and the interpretation bulletins enacted under Paragraph 1.4(c) apply as if they were part of this Bylaw.

## **Part II**

### **Distribution of membership forms and membership information**

## **2. DISTRIBUTION OF FORMS**

2.1 **Who may request forms and in what numbers.** Application for membership forms and application for renewal forms may only be distributed by a PTA Office for use outside the PTA Office on request by the following persons and only in the following numbers:

- (a) to any person who is not a member of the Party and who lives in the province or territory in which the Distributing Office is located, one application for membership form;
- (b) to a member who lives in the province or territory in which the Distributing Office is located and whose membership will expire within three months, one application for renewal form;

- (c) in the case of an EDA for which the Distributing Office is a Relevant PTA Office, to each EDA President or other member designated in writing by the executive of an EDA, application for membership forms and application for renewal forms such that the number of such forms which have been issued to both the EDA President and other member and which have not been returned to a PTA Office does not exceed the sum of (i) the number of members of the Party who would have been entitled to vote at a delegate selection meeting of that EDA held, on the February 1 immediately preceding the request, for the purpose of electing delegates for a national convention plus (ii) 75;
- (d) in the case of a Commission Club for which the Distributing Office is a Relevant PTA Office, to each chief executive officer of a Commission Club, application for membership forms such that the number of such forms which have been issued and which have not been returned to a PTA Office does not exceed 25;
- (e) in the case of an electoral district located within the province or territory in which the Distributing Office is located, to each member of the Party who is a member of the House of Commons for that electoral district, application for membership forms such that the number of such forms which have been issued and which have not been returned to a PTA Office does not exceed 50;
- (f) to each member of the Party who is eligible for election as Leader under section 55 of the National Constitution (a Leadership Contestant), application for membership forms such that the number of such forms which have been issued and which have not been returned to a PTA Office does not exceed 100 for each electoral district located within the province or territory in which the Distributing Office is located;
- (g) to any member of the Party who lives in the province or territory in which the Distributing Office is located, application for membership forms such that the number of such forms which have been issued and which have not been returned to a PTA Office does not exceed 25;
- (h) to any person, application for membership forms in the number approved in writing generally or on a case by case basis by the Membership Secretary or a person or persons designated by the Membership Secretary for this purpose.
- (i) to any member of the Party who is a Qualified Nomination Contestant, application for membership forms, for use only in respect of the relevant EDA, in accordance with the following limits:
  - (1) Up to 300 membership forms upon request, plus
  - (2) For each form issued pursuant to Subparagraph 2.1(i)(1) and returned duly completed to the relevant PTA Office along with payment of the applicable membership fee, two additional membership forms.

- (3) Unsubmitted forms issued pursuant to this Paragraph 2.1(i) expire at the close of the Nomination Meeting in respect of which they are issued.

2.2 **Charge for multiple forms.** If any person requests, under Paragraphs 2.1(f), 2.1(g) or 2.1(i), five or more forms, the PTA Office may, in accordance with the Constitution of its PTA, charge a non-refundable fee of \$1.00 per form.

2.3 No person who has received membership forms pursuant to Paragraph 2.1(c) shall provide such forms to the campaign of a Nomination Contestant (whether or not approved under the applicable Nomination Rules) or to any person involved in such a campaign, nor shall a Nomination Contestant (whether or not approved under the applicable Nomination Rules) or any person involved in such a campaign accept or otherwise make use of such forms in any way for the purposes of that campaign.

### 3. DISTRIBUTION OF MEMBERSHIP INFORMATION

3.1 **Entitlement to membership information from PTA Offices.** On compliance with Subsection 3.4, the following persons are entitled, on a written request, to receive from a PTA Office within a reasonable time to the following information:

- (a) in the case of an EDA for which the PTA Office is a Relevant PTA Office, to each EDA President or other member designated in writing by the executive of an EDA, information concerning the identification of members of the Party who live in the electoral district represented by the EDA or who are associate members of the EDA;
- (b) in the case of the election of officers on the executive of an EDA for which the PTA Office is a Relevant PTA Office, to each member of the Party who is recognized under the Constitution of the PTA or the EDA as a candidate in such election, information concerning the identification of members of the Party who are eligible to vote in such election;
- (c) in the case of a Commission Club for which the PTA Office is a Relevant PTA Office, to each chief executive officer of a Commission Club, information concerning the identification of members of the Party who are members of the Commission Club;
- (d) in the case of an electoral district located within the province or territory in which the PTA Office is located, to each member of the Party who is a member of the House of Commons for that electoral district, information concerning the identification of members of the Party who live in the electoral district represented by the EDA or who are associate members of the EDA;
- (e) in the case of an electoral district located within the province or territory in which the PTA Office is located, to each member of the Party who has been approved to be a candidate of the Party for that electoral district in the next election,

information concerning the identification of members of the Party who live in the electoral district represented by the EDA;

- (f) in the case of the election of officers on the executive of the PTA, to each member of the Party who is recognized under the Constitution of the PTA as a candidate in such election, information concerning the identification of members of the Party who are eligible to vote in such election.
- (g) in the case of a nomination meeting, to each Qualified Nomination Contestant, information concerning the identification of members of the Party who are eligible to vote at such meeting.

**3.2 Obligations of confidentiality of PTA Offices.** Except as provided in Subsections 3.1 or 3.5 or with the written consent of the Membership Secretary, a PTA Office must keep strictly confidential all information, and may not disclose to any person any information, concerning members of the Party or included in the National Membership Registry.

**3.3 Entitlement to membership information from National Office.** On compliance with Subsection 3.4, the following persons are entitled, on a written request, to receive from the National Office within a reasonable time the following information:

- (a) to each member of the Party who is eligible for election as Leader under section 55 of the National Constitution (a Leadership Contestant), information concerning the identification of all members of the Party;
- (b) in the case of the election of officers on the National Executive, to each member of the Party who is recognized under the National Constitution or the bylaws of the Party as a candidate in such election, information concerning the identification of members of the Party who are eligible to vote in such election;
- (c) in the case of the election of officers on the executive of a Commission, to each member of the Party who is recognized under the Constitution of the Commission as a candidate in such election, information concerning the identification of members of the Party who are eligible to vote in such election.

**3.4 Requirement for confidentiality agreement.** Each person who requests information under Subsections 3.1 or 3.3 must sign, and unconditionally deliver to the office to which the request is made, a confidentiality agreement in the form prescribed by the Membership Secretary.

**3.5 Joint PTAs.** Despite anything in this Bylaw, a Joint PTA may provide information in accordance with the Constitution of the PTA and all applicable privacy laws concerning the identification of members who live in the province or territory of the PTA and are entitled to participate in the activities of the provincial or territorial wing of the PTA or otherwise concerning the participation of such members in those affairs.

3.6 **Meaning of “information concerning the identification of members”.** In this Bylaw, “information concerning the identification of members” means the name, address, telephone numbers, email address, age and dates of membership and renewal.

## **Part III Membership**

### **4. TERM OF MEMBERSHIP**

4.1 **Memberships based on calendar year.** Except as otherwise provided in this Bylaw and despite anything stated on a provincial or territorial application for membership form or application for renewal of membership form, a membership remains current for a period which expires on December 31.

4.2 **Memberships on or after January 1 but before September 1.** If a membership takes effect on a date on or after January 1 in any year, then the membership remains current, in the case of a one year membership, from the date it takes effect until December 31 of the same calendar year and, in the case of two, three, four and five year memberships until December 31 of the second, third, fourth and fifth calendar years after that date.

4.3 **Memberships on or after September 1.** If a membership takes effect on a date on or after September 1 in any year but before January 1 of the next year, then the membership remains current, in the case of a one year membership, from the date it takes effect until December 31 of the first calendar year that begins after that date and, in the case of two, three, four and five year memberships until December 31 of the second, third, fourth and fifth calendar years that begin after that date.

4.4 **Lifetime memberships.** Despite subitem 4(6) of schedule A of the National Constitution (and, in particular, the reference to a period of four years), if a person was immediately before December 2, 2006 (the “effective date” of the National Constitution) a “lifetime” member of the Party under the Constitution of their PTA in effect on that date, then the member’s current membership term expires when the member dies.<sup>1</sup>

4.5 **Expiry of pre-existing memberships.** Except as provided in Subsection 4.4, all memberships current before National Membership Implementation Date which are not renewed in accordance with this Bylaw expire on December 31, 2010.

4.6 **Transition of pre-existing memberships expiring on or after July 1.** If (a) a person was a member of the Party before the National Membership Implementation Date, (b) their membership was not on a calendar year basis and (c) their membership expires after the National Membership Implementation Date in accordance with the provisions of the Constitution of their PTA on or after July 1 but before December 31, then the first renewal of that membership after the National Membership Implementation Date is current from the expiry until December 31 in

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<sup>1</sup> See section 9 of the National Constitution; the member’s membership might expire under paragraphs 9(b), (c) or (d) of the National Constitution.

the year of expiry in addition to the number of years of the renewal. As an example, if the membership of a member of the Party in British Columbia expires on August 15, 2009, and that member renews their membership for two years, the renewed membership would expire on December 31, 2011.

## **5. APPLICATIONS FOR MEMBERSHIP**

**5.1 Mandatory use of National Membership forms.** Except as provided in Subsections 5.2 and 5.3, all applications for membership must be made on an original of the National Membership Application form approved by the National Management Committee and all applications for renewal of membership must be made on the original of the National Membership Renewal form approved by the National Management Committee.

**5.2 Permitted use of provincial or territorial forms.** In each province and territory, until a date prescribed by the Membership Secretary for that province or territory, applications for individual membership may be made on either the National Membership Application form or the application form approved by the PTA of that province or territory and all applications for renewal of individual membership may be made on either the National Membership Renewal form or the renewal form approved by the PTA of that province or territory.

**5.3 Electronic forms.** Applications for membership and for renewal of membership may be submitted electronically through the public website of the Party in a form approved by the National Management Committee if the method of submission provides for the online payment of the full amount of the current membership fees by charge to the applicant's credit card or by direct debit to the applicant's bank account.

**5.4 Content of National Membership forms.** Each National Membership Application form and each National Membership Renewal form must contain:

- (a) except in the case of downloadable forms, the name of the province or territory in which the PTA Office distributing the form (the "Distributing Office") is located;
- (b) except in the case of downloadable forms, a unique identification number;
- (c) a method of electing for the automatic renewal of membership by charge to the member's credit card or by pre-authorized debit to the member's bank account;
- (d) in the case of forms for use by a Joint PTA, information reasonably required by that PTA to process memberships in that provincial party and to collect the related fee.

**5.5 Validity of National Membership Application forms.** A National Membership Application form is valid only as an application for membership by a person who lives in the province or territory in which the Distributing Office is located.

## 6. RENEWALS

6.1 **Renewal notices.** For all memberships for which the current term expires on or after December 31, 2009, the National Office is responsible to send a renewal notice on or before November 1 of the calendar year in which the term expires. The National Office may send such notices electronically, but if a membership is not renewed by November 15 of the calendar year in which the term expires, then the National Office must send such notice by mail.

6.2 **Automatic renewal of membership.** If an application for membership or an application for renewal of membership contains an election for automatic renewal of membership by charge to the member's credit card or by pre-authorized debit to the member's bank account, then no further application for renewal of membership is required and their membership will be automatically renewed if a valid charge for the renewal fee is processed.

6.3 **Renewal grace periods until June 30, 2009.** If the Constitution of a member's PTA permits that member to renew their membership after it expires with the effect that the person renewing thereby retains their eligibility to vote at a meeting or be elected as a delegate, then that member may renew their membership in accordance with that Constitution on or before June 30, 2009, and if they do so before the close of voting at a meeting, then that person is deemed to be eligible to vote at the meeting or be elected as a delegate at the meeting, as the case may be.

## 7. METHOD OF PAYMENT

7.1 **Fee required with all applications.** All applications for membership and all applications for renewal of membership must be accompanied by the required membership fee.

7.2 **Acceptable methods of payment.** The following are the only acceptable methods of payment of membership fees:

- (a) by charge to the applicant's credit card or debit card or by personal cheque of the applicant;
- (b) by charge to the credit card or debit card or by personal cheque of a person in the applicant's immediate family who lives at the same address as the applicant;<sup>2</sup> or
- (c) by cash, provided the applicant confirms on the Membership Application or Renewal Form that the fee is being paid from the applicants own funds or that of an immediate family member.<sup>3</sup>

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2 Paragraph 7.2(b) was made before the amendment of subsection 6(2) of the National Constitution on May 2, 2009, to remove the right of a person in the member's immediate family to pay the member's membership fee. Although this paragraph has not yet been deleted by the Party Executive, it is the view of the Party's Constitutional and Legal Advisers that this paragraph is no longer constitutional.

3 Paragraph 7.2(c) was made before the amendment of subsection 6(2) of the National Constitution on May 2, 2009, to remove the right of a person in the member's immediate family to pay the member's membership fee. Although the final phrase of this paragraph ("or that of an immediate family member") has not yet been deleted

## 8. PROCESSING OF APPLICATIONS

8.1 **Delivery of applications for membership.** A person must provide with an application for membership payment in full of the current membership fee by a method provided for in Section 7. A person may deliver a National Membership Application form to any PTA Office but, in the case of an application form approved by the PTA of a province or territory and permitted under Subsection 5.2, must deliver such form to a PTA Office of that province or territory.

8.2 **Recording of receipt.** If a PTA Office receives an application for membership, the PTA Office must forthwith mark the application to accurately record (a) the time and date of its receipt and (b) the amount and form of payment received with the application.

8.3 **Transmittal by receiving PTA Office to processing PTA Office.** If a PTA Office (the “Receiving Office”) receives a National Membership Application for which it was not the Distributing Office, then the Receiving Office must forthwith notify the principal PTA Office for the province or territory in which the Distributing Office of the form is located and then promptly transmit the original National Membership Application and accompanying payment to that PTA Office and the time and date of receipt of the application by the Receiving Office is the relevant time and date of receipt for the purposes of Subsection 8.8.

8.4 **Transmittal of electronic applications to processing PTA Office.** In the case of applications for membership submitted electronically in accordance with Subsection 5.3 (an “Online Application”), the National Office must forthwith transmit the information contained in the application and the accompanying payment to the principal PTA Office for the province or territory in which the applicant appears to live.

8.5 **Transmittal by EDA or Commission Club to processing PTA Office.** If an EDA or a Commission Club receives a National Membership Application, it must promptly transmit the original National Membership Application and accompanying payment to the principal PTA Office for the province or territory in which the Distributing Office of the form is located and the time and date of receipt of the application by the EDA or Commission Club is not relevant for the purposes of Subsection 8.8.

8.6 **Membership Processing Office.** The following PTA Offices are responsible for verifying applications for membership and entering information from those applications into the National Membership Registry, and a PTA Office that is so responsible is, in respect of an application, referred to as a “Membership Processing Office”:

- (a) in the case of an application made on a National Membership form, the Distributing Office;

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by the Party Executive, it is the view of the Party’s Constitutional and Legal Advisers that this phrase is no longer constitutional.

- (b) in the case of an application made as an Online Application, the principal PTA Office of the province or territory in which the applicant appears on the face of the application to live;
- (c) in the case of an application made on a form approved by the PTA of a province or territory and permitted under Subsection 5.2, the principal PTA Office of that province or territory.

**8.7 Responsibility of Membership Processing Office to verify applications.** The Membership Processing Office is responsible to verify to its reasonable satisfaction that (a) in the case of an application made on a National Membership form, the applicant appears on the face of the application to live in the province or territory in which the Distributing Office is located, (b) unless the application is made as an Online Application, the application is made on an original form required or permitted under this Bylaw, (c) all required information on the application has been completed, (d) the current membership fee has been paid in full by a method provided for in Section 7 and (e) the applicant for membership meets the requirements of section 4 of the National Constitution.

**8.8 Effective date of membership.** If an application for membership is verified in accordance with Subsection 8.7, then membership in the Party takes effect as follows:

- (a) if the application for membership and accompanying payment are received by a PTA Office before 5:00 p.m., local time, on a Business Day, on the date the application for membership is received by the PTA Office;
- (b) if the application for membership and accompanying payment are received by a PTA Office after 5:00 p.m., local time, on a Business Day, on the first Business Day after the application for membership is received by the PTA Office;
- (c) if the application for membership and accompanying payment are delivered to by a PTA Office by a commercial courier and the courier's waybill or other document produced by the courier clearly indicates the date and time the application and accompanying payment were received for shipment and if
  - (i) that date and time are before 5:00 p.m., local time, on a Business Day, on the date the application for membership was received for shipment by the courier;
  - (ii) that date and time are after 5:00 p.m., local time, on a Business Day, on the first Business Day after the application for membership was received for shipment by the courier;
- (d) if an Online Application and accompanying payment are submitted electronically before 5:00 p.m., local time, on a Business Day for the Membership Processing Office for that application, on the date of submission;

- (e) if an Online Application and accompanying payment are submitted electronically after 5:00 p.m., local time, on a Business Day for the Membership Processing Office for that application, on the first Business Day after the date of submission.

8.9 **If application not verified.** If an application for membership is not verified in accordance with Subsection 8.7, then the application and accompanying fee must be returned to the applicant forthwith.

8.10 **Retention of records.** The Membership Processing Office must retain a copy of each application for membership (either in original form or in a legible archival form) for one year after the expiry of the membership or, in the case of forms which contain an election for automatic renewal, for 20 years.

## 9. IDENTIFICATION STANDARDS

9.1 **General.**<sup>4</sup> In addition to other qualifications set out in National Constitution and any bylaws of the Party and subject to Subsection 1.1.2, to be eligible to vote at any delegate selection meeting for a national convention of the Party or any candidate selection meeting for an EDA, a member must provide to a deputy returning officer at the meeting the following proof of his or her identity and residence:

- (a) one piece of identification issued by a Canadian government, whether federal, provincial or local, or an agency of that government, that contains a photograph of the member and their name and address; or
- (b) two pieces of identification included in the most recent notice published by the Chief Electoral Officer of Canada as identification authorized by the Chief Electoral Officer under the *Canada Elections Act*<sup>5</sup> each of which establish the member's name and at least one of which establishes the member's address.

9.2 **Identification under *Indian Act*.** For the purposes of Paragraph 9.1(b), a document issued by the Government of Canada that certifies that a person is registered as an Indian under the *Indian Act* constitutes an authorized piece of identification.

9.3 **Proof by vouching of another member.** A member may instead prove their identity and residence by signing a prescribed verification of their identity and residence if the member is accompanied by a member who is entitled to vote at the meeting and who

- (a) provides to the deputy returning officer the piece or pieces of identification referred to in Paragraph 9.1(a) or 9.1(b), respectively; and
- (b) vouches for him or her in writing in the prescribed form.

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4 This section is modelled on sections 143 and 146, *Canada Elections Act*.

5 See subsection 146(7), *Canada Elections Act*.

9.4 **Limits on vouching.** No member may vouch at a meeting for more than one member who is not a close relative of the vouching member or for more than six close relatives of the vouching member. For the purposes of this Subsection, a “close relative of the vouching member” is any of the following persons who has the same home as the vouching member:

- (a) the spouse of the vouching member where “spouse” means a person who
  - (i) is married to another person, and is not living separate and apart, within the meaning of the *Divorce Act* (Canada), from the other person, or
  - (ii) is living and cohabiting with another person in a marriage-like relationship, including a marriage-like relationship between persons of the same gender;
- (b) a relative of the vouching member who has not yet celebrated their 19<sup>th</sup> birthday;
- (c) a relative of the spouse of the vouching member who has not yet celebrated their 19<sup>th</sup> birthday.

9.5 **Vouched member may not vouch.** A member who has been vouched for at a meeting may not vouch for another member at that meeting.

9.6 **Deemed proof of residence.** If the address contained in the piece or pieces of identification provided under Subsection 9.1 or Paragraph 9.3(a) does not prove the member’s residence but is consistent with information related to the member that appears in the National Membership Register, the member’s residence is deemed to have been proven.

9.7 **No signature challenges.** No challenge is permitted at a meeting that the signature of a person claiming the right to vote does not match the signature on the application for membership or application for renewal in their name.

9.8 **Student Clubs.** In the case of a Student Club, a person must also provide the proof of current enrolment at the post-secondary institution in respect of which the Student Club is accredited.

9.9 **Proof of age.** Where age is in dispute, acceptable proof may only be a birth certificate, a Canadian-issued baptismal certificate, a Canadian citizenship card or certificate, Government of Canada immigration papers, a passport or such other documentation prescribed by the National Returning Officer.

## 10. COMMISSIONS

10.1 **Membership in APC, YLC and SLC.** Any member of the Party who satisfies the requirements for membership of the Aboriginal Peoples’ Commission, the Commission of Young Liberals of Canada or the Senior Liberals’ Commission is deemed to be a member of that Commission without payment of any membership fee in addition to the fees for membership in the Party.

**10.2 Membership in NWLC.** Unless the National Women's Liberal Commission has imposed additional membership requirements on the effective date of a member's membership, any member of the Party who is a woman is deemed to be a member of the National Women's Liberal Commission without payment of any membership fee in addition to the fees for membership in the Party.

**10.3 Requirements for club membership.** Each Commission Club must clearly set out in its Constitution all requirements for membership in the Club and notify those requirements to the Relevant PTA Office.

**10.4 Notice of intention to join a club.** A member of the Party who notifies the Relevant PTA Office in writing of their intention to join a Commission Club and who is verified by that PTA Office as satisfying the requirements for membership set out in the Constitution of the Commission Club will, effective on the date of the notification, become a member of the Commission Club and have all rights of membership including the right to attend, speak, and vote at a general meeting of the Commission Club.

**10.5 Online notice of intention to join a club.** With the approval of the Membership Secretary, a Commission may provide for notification of an intention to join a Commission Club through a public website of the Commission, and the Commission must promptly transmit any notification received on its website to the Relevant PTA Office.

**10.6 Membership restricted to one club at a time.** A member of the Party may only be a member of one club established by each Commission at any one time.

**10.7 No fees for membership of a club.** A Commission Club may not require the payment of any membership or other fee in order to be entitled to exercise voting rights within that club.

## **11. ASSOCIATE MEMBERSHIP<sup>6</sup>**

**11.1 Application for associate membership.** Subject to Subsection 11.3, the member may join as an associate member any EDA in Canada (including an EDA which represents an electoral district in a province or territory outside the province or territory in which the member lives) by:

- (a) delivering an application for associate membership in a form approved by the National Membership Secretary together with the current associate membership fee to the Relevant PTA Office; or
- (b) submitting an on-line membership application on the public web site of the Party together with the current associate membership fee.

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<sup>6</sup> See subsection 13(5) of the National Constitution.

**11.2 Responsibility for notices to associate members.** The PTA of each EDA is responsible to give notice to each associate member of the EDA of each general meeting of the EDA and the PTA may delegate this responsibility to the EDA.

**11.3 Limit on associate memberships.** A member may only be an associate member in one EDA.

**11.4 Transfer of associate membership.** A member of the Party may transfer associate membership from one EDA to another by giving written notice to the Relevant PTA Office. When a member transfers membership from one EDA to another, associate membership in the first association will end, and membership in the second association will begin, on the date the notice is received at the Relevant PTA Office.

**11.5 Term, expiry date and fees.** The National Executive may establish a term and expiry date for associate membership and may impose a fee for the associate member in addition to any fee set for any regular member who lives in the electoral district represented by the EDA in an amount not to exceed the fee set for the regular member for a similar term.

**11.6 Limits on associate membership rights.** Although an associate member of an EDA has the right to receive notice of and to attend all general meetings of the EDA, an associate member does not have the right to vote at any general meeting of the EDA (including a delegate selection meeting or a candidate selection meeting for the EDA) or on any part of the Leadership Vote conducted within the EDA.<sup>7</sup>

**11.7 Associate membership not required for participation in affairs of EDA.** Nothing in this Bylaw requires a member of the Party who does not live in the electoral district represented by an EDA to be an associate member of that EDA in order to be elected to any office in that EDA or to otherwise participate in the affairs of the EDA to the extent permitted by the National Constitution, the Constitution of their PTA and the Constitution (if any) of the EDA.

## **12. NATIONAL MEMBERSHIP REGISTRY**

**12.1 Meaning of NMR.** The National Membership Registry (NMR) is the national register of the members of the Party maintained by the National Office in accordance with subsection 7(1) of the National Constitution and, as the context requires, means the information recorded in that register and all corrections recorded in that register.

**12.2 Authority of NMR.** For the purposes of confirming membership and the right to vote or otherwise participate in any meeting of the Party (including delegate selection meetings or candidate selection meetings), only information provided by the National Office or a PTA Office from information in the National Membership Registry may be used.

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<sup>7</sup> See subsection 13(5) of the National Constitution.