



**CALL TO CAUCUS TO NOMINATE DEMOCRATIC CANDIDATES
FOR CITY OF MANASSAS TREASURER AND COMMISSIONER OF THE REVENUE
FOR THE NOVEMBER 2021 GENERAL ELECTION**

1. **Call.** Pursuant to Code of Virginia Section 24.2-510(3) and the *Democratic Party of Virginia Party Plan* ("the Party Plan"), the Manassas and Manassas Park Cities Democratic Committee hereby calls an Unassembled Caucus for the sole purpose of nominating Democratic candidates for the constitutional offices of Treasurer and Commissioner of the Revenue in the City of Manassas, VA to run in the General Election set for November 2, 2021.

2. **Caucus Rules, Forms, and Information.** Caucus Rules will be posted, along with other pertinent forms and information about the nominating process, at the Manassas and Manassas Park Cities Democratic Committee website <https://www.manassascitydemocrats.org>. Any changes to the Caucus Rules will be updated on that site.

3. **General Participation Requirements.** Each participant in the Caucus must be a qualified voter in the City of Manassas at the time of their participation. Each participant must affirm in writing that they are Democrat, that they believe in the principles of the Democratic Party, and that they do not intend to support any candidate opposing a Democrat in the ensuing election.

4. **Voting Opportunities.** Participants in the Caucus may vote only in person and at the time and location noted below. (Note: Each voter may arrive during the time listed, cast his or her vote, and leave.)

5. **Conduct of the Caucus.** The caucus for the City of Manassas Treasurer and Commissioner of the Revenue nominations is scheduled for Saturday, April 24, 2021, 10:00 am – 2:00 pm, at the First New Birth Baptist Church, 9212 Lee Ave Manassas VA 20110. The doors will open at 10:00 am for check-in and will close promptly at 2:00 pm. Anyone in line at 2:00 pm will be allowed to vote.

6. **Candidate Filing:** Each person seeking to become a Democratic nominee for either City of Manassas Treasurer or Commissioner of the Revenue in the general election shall submit, to the Manassas and Manassas Park Cities Democratic Committee Chair, Cheryl Macias, 9502 Oakenshaw Drive, Manassas, VA 20110, the following by 5:00 PM EDT on Friday, April 9, 2021:

1. An original signed and properly witnessed copy of the Declaration of Candidacy form, and
2. A certified check, cashier's check, personal check, or money order for the filing fee of **\$500.00**, payable to the Manassas and Manassas Park Cities Democratic Committee (MMPCDC).

Only those candidates who have timely and properly filed a Declaration of Candidacy form **AND** paid the filing fee will have their names placed in nomination. The Declaration of Candidacy form shall be available on the Manassas and Manassas Park Cities Democratic Committee (MMPCDC) website, <https://www.manassascitydemocrats.org>

If only one qualified candidate files for a particular office by the April 9 deadline, the Chair may declare that candidate to be the Party's nominee and cancel the nominating caucus for that office.

For questions about the Caucus, to request any accommodation necessary to ensure full participation, or to file a Declaration of Candidacy, please contact Mike Freeland, Co-chair of the Manassas and Manassas Park Cities Democratic Committee at mmpcdc@gmail.com or 571-358-9893.