

## **CANDIDATES NIGHT for**

Group \_\_\_\_\_

Date \_\_\_\_\_

Time \_\_\_\_\_

Location \_\_\_\_\_

*Insert time* – tables, chairs, sound system, meet candidates, draw for order

1 Candidate – email, phone

2 Candidate – email, phone

3 Candidate – email, phone

4 Candidate – email, phone

etc.

*start time* – Welcome to Candidates Night for \_\_\_\_\_

Introduce self and timekeeper - Timekeeper is \_\_\_\_\_ I'm  
\_\_\_\_\_.

Comment on impartiality.

Acknowledge and honor the audience for coming to participate actively in the democratic process.

Ask for and introduce press if present

Introduce League

This meeting has been planned and is conducted by the Voters Service Committee of the LWV of \_\_\_\_\_. The League is a non-partisan, political organization – a label which commonly confuses people. Non-partisan means we do not support or oppose political parties or candidates. We are political in that we believe democracy is not a spectator sport and that all citizens need to educate themselves and participate in our democracy. In addition to organizing and hosting Candidates Nights, voter registration drives, we League members study issues and policies, come to member agreement on those issues and then lobby based on those positions.

The League was founded in 1920 when the 19<sup>th</sup> amendment was ratified. We have retained the name League of Women Voters because of those suffragette roots – but for well over 50 years, men have been included in our membership. Our local league was founded in \_\_\_\_\_ and over the years has had a local impact on issues ranging from \_\_\_\_\_ to \_\_\_\_\_. Please consider joining us.

Introduce Vote 411

Vote 411 is the League of Women Voters online voters' guide. It can be used to register to vote, find polling hours and places, and as a guide for voters to learn where candidates running for office in your community stand on the issues. Your candidates tonight were



Ground rules for the question period. Questioners will be asked to stand, state name and address, and indicate to whom the question is addressed. In order for all to have a chance to pose a question, the question will be limited to one minute. No one will be permitted to ask a second question until all who wish have had a chance to ask a first question.

You may also write a question on the paper provided to you at the door and signal one of our League members to collect it.

Candidates will be limited to answers not to exceed two minutes. Candidates may decline to answer a question if they choose. Candidates wishing to answer questions not addressed to them may signal the moderator and gain the floor – again for not longer than \_\_\_\_\_ minutes. (*see toolkit for possible other options*)

Only questions pertaining to the issues will be allowed and no personal or abusive questions are permitted. These noble individuals have put themselves before the public by running for public office and that alone is a public service, which we respect. Speeches from the floor are not permitted. The moderator will have the right to interrupt if a single person or a particular issue dominates the discussion and will have the right to rule on all questions. We will get to as many questions as possible, based on our time constraints.

Questions from the audience

(Keep track of who answered first and spread it around for fairness)

- 1- Name of candidate
- 2- Name of candidate
- 3- Name of candidate
- 4- etc.

Adapt this for # of presenters

|   |   |   |
|---|---|---|
| 1 | 2 | 3 |
| 2 | 3 | 1 |
| 3 | 1 | 2 |
| 1 | 2 | 3 |
| 2 | 3 | 1 |
| 3 | 1 | 2 |
| 1 | 2 | 3 |
| 2 | 3 | 1 |
| 3 | 1 | 2 |
| 1 | 2 | 3 |
| 2 | 3 | 1 |
| 3 | 1 | 2 |

*Finish minus 15 minutes* in the past \_\_\_\_\_ minutes, we have discussed the following topics:

*Finish minus 3 minutes X # candidates*

– We’ll now ask for a 3 minute sum up statement if you wish. This order was also established by draw.

Reverse of opening order

And now for closing remarks from

\_\_\_\_\_

And now for closing remarks from

\_\_\_\_\_

And now for closing remarks from

\_\_\_\_\_

*Finish minus 1 minute*

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- - Thank you to the candidates and to the audience for making this a valuable and participative event. The vote on the \_\_\_\_\_ is (where, when

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Again, thank you and good night.