

# STEWARDS' GUIDE TO SUBMITTING RESOLUTIONS AND APPROVING DELEGATES TO HSA CONVENTION

➤ Chapters ***must*** hold a meeting to:

1. Elect delegates to Convention  
([HSA Convention Policy - sec 1.4](#))  
*(if a member cannot attend the chapter meeting but wishes to run as a delegate, they must submit their intention in writing to the chief in advance of the meeting)*
2. Vote on resolutions to be submitted for consideration at convention

The deadline for submission of resolutions to the 2018 Convention is Friday, February 9, 2018 @ 5:00 pm  
([HSA Constitution - Article 7, Section 4](#))

- Elected Delegates can sign-in and register for Convention here: [2018 HSA Convention Registration](#)
- Chief Steward approves elected delegates when delegates registers
- All information relating to HSA Convention and resolutions can be found here: [2018 HSA Convention](#)