

COUNTY CAPTAIN RESPONSIBILITIES

1. Contact your County Volunteers and coordinate signature gathering in your County.
2. TCB has Volunteer Training Sessions that will go over the TCB Training Document pages 1-6.
3. Train new Volunteers as needed.
4. Provide the link to to download the Cruz petition. www.takecaback.org/recall-ca7
 - a. Verify petitions are printed on legal size paper (8 ½” x 14”).
 - b. Verify petitions are not altered in anyway.
5. Collect and verify completed petitions: HANDLING COMPLETED PETITIONS
 - a. Record petition statistics: number of pages/signatures/counties. See # 2
 - b. Check all information is filled out by the Petition Circulator is completed.
 - c. Confirm signatures are from the county listed in A of the Declaration.
6. Submitting completed Petitions. Each Registrar Office has their own method for accepting completed petitions. You must contact the County Office of the County the petitions represent, for instructions.
 - a. In person – Contact the office and ask for the times and manner they will accept completed Recall Petitions.
 - b. By Mail – Be prepared to send in completed Recall Petitions by one of two methods:
 - i. USPS – send certified mail return receipt requested.
 - ii. FedEx – direct signature required.

County Captains are responsible for the security of the petitions up and until they are delivered to the carrier.

7. Attend weekly status meetings and provide updates on petition signature gathering.

8. TCB's website is updated daily with any changes and notifications are sent via email to County Captains.

www.TakeCABack.org