



American Culinary Federation  
The Standard of Excellence for Chefs

American Culinary Federation

## National Special Elected Committees Intent to Run Form: Internal Audit Committee

American Culinary Federation, Inc. • 180 Center Place Way • St. Augustine, FL 32095 • Toll-free: (800) 624-9458 • Fax: (904) 940-0741 • [www.acfchefs.org](http://www.acfchefs.org)

I, \_\_\_\_\_ a proud member of the American Culinary Federation and  
and local chapter \_\_\_\_\_. Chapter ID: \_\_\_\_\_ or National Member  
intend to run for the Internal Audit Committee.

### Region:

Central Region Representative\*

Northeast Region Representative\*

Southeast Region Representative\*

Western Region Representative\*

National Chairperson

*\*If you run as a regional representative you cannot run for National Chairperson.*

### Nominee's Information:

First Name: \_\_\_\_\_ MI: \_\_\_\_\_ Last Name: \_\_\_\_\_ ACF #: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Please complete and return this form to the Federation Administrator at: [administration@acfchefs.net](mailto:administration@acfchefs.net) before the deadline for nominations.

### Requirements To Run:

- Members may self-nominate for the elected positions. A current bio must be included.
- All nominations must be in writing and submitted to the national office prior to their regional conference start date.  
For ChefConnect: Charlotte (Northeast and Southeast regions), the deadline is January 29, 2018.  
For ChefConnect: Newport Beach (Central and Western regions), the deadline is February 1, 2018.
- Please complete and return this form to the Federation Administrator at [administration@acfchefs.net](mailto:administration@acfchefs.net).
- The National Secretary will verify the acceptance of the nomination and qualifications of the nominees.
- Qualified nominees will be added to a list of qualified candidates for election and notified of their candidate status.
- Regional representative elections are held at ChefConnect business meetings.
- National chair elections are held at the board of governors meeting at the national convention.

### Position Responsibilities:

- Commit to a two-year term with the option of running for one additional (second) term for the same office. The terms of office shall begin with installation prior to the National Convention of the election year and continuing until a successor is duly qualified and elected.
- Read the committee policies and procedures and perform all assigned committee responsibilities.
- Being elected as a committee member takes serious commitment in order to participate actively. Even though this is a volunteer position, it is recommended you share the job description with your employer so they know the time commitments with meetings.
- All committee members are required to complete anti-harassment training every two years as required by the American Culinary Federation.
- All applicants must complete a new Confidentiality and Conflict of Interest form.

*To the best of my knowledge, all information submitted on this acceptance/declination form is factual and exists as presented.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_