

**February 2, 2004**

Dear Candidate:

Enclosed please find the materials you requested for use in the forthcoming California Young Lawyers Association (CYLA) regular election for the Board of Directors. These materials include the nominating petition, CYLA By-Laws, CYLA Election Procedures for Nomination and Election of Directors, a form for submitting a biographical statement, the election schedules, Agreement for Provision of CYLA Eligibility and Voting List, and a Hold Harmless Agreement.

To be eligible to become a CYLA Director, the nominee must not have reached the age of 35 on or before December 31, 2004, or will not have begun his or her fourth year of practice by that date. In addition, the nominee must be an active member of the State Bar and his or her State Bar address of record and principal place of business must be within the district to which he or she is seeking election as of April 20, 2004. If elected, the nominee must maintain his or her principal place of business within the district throughout his or her term on the CYLA Board of Directors. Please refer to the enclosed CYLA By-Laws and Election Procedures. To insure accuracy, confidentiality and reliability, the 2004 CYLA Board of Directors election is administered by a professional election management corporation, Integrity Voting Systems.

**Please note that there are there are five open seats, one each in Districts 2, 3, 4, and 7 (office #1 and #2 ), all of which are for three-year terms beginning 2004 and ending in 2007.** The biographical statement and nominating petition must be received by the State Bar no later than April 1, 2004, at 5:00 p.m. The biographical statement will be posted on the State Bar's CYLA Election Web page and on the ballot. If you wish to include a photograph for posting on the Web page with your biography, please submit it as a "jpg" file (80 pixels wide), on a floppy disk or as an e-mail attachment. E-mail photo to [CYLA@calbar.ca.gov](mailto:CYLA@calbar.ca.gov). Only the photo may be submitted electronically, all other nomination forms must be submitted in hard copy format. **Before April 1, 2004**, return completed materials to: Carol Madeja, Director, Bar Relations Outreach, The State Bar of California, 1149 South Hill Street, Los Angeles, CA 90015. If no biographical statement is provided, a biography will be prepared from the records of the State Bar to send out with the ballots.

In the case of an uncontested election, the candidate will be deemed elected and no ballots will be mailed. If your seat is contested and you wish to conduct a mail campaign, the CYLA eligibility list will be available after April 21, 2004, and the voting list will be available after June 1, 2004, so long as the candidate agrees to the terms contained in the enclosed "Agreement for Provision of CYLA Eligibility and Voting List." This agreement and the Hold Harmless Agreement must be executed and returned to my attention at the address listed in the previous paragraph should you choose to request the CYLA eligibility and/or voting list.

If you have any questions about the CYLA elections, please do not hesitate to contact me at (213) 765-1329.

Very truly yours,

Carol Madeja, Director  
Bar Relations Outreach-CYLA Staff Liaison

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