

Standing Rules of the House of Delegates

1. *The official language of this Convention shall be English.*
2. *Only delegates with official delegate credentials may present or speak on motions and vote.*
3. *Only delegates may be seated in the area designated for delegates. Access by non-delegates shall be designated in the rear of the House of Delegates*
4. *The House of Delegates shall remain open. Delegates shall be allowed to leave and re-enter; however, ballots must be surrendered if a delegate leaves the House.*
5. *Delegates may not leave or enter the House of Delegates while any vote is being taken.*
6. *The maker of a motion shall be entitled to speak first in support of such motion or may immediately yield the floor to another delegate.*
7. *No delegate may speak more than three minutes at a time unless allowed to do so by the orders of the day or by a majority vote of the delegates.*
8. *No delegate may address the assembly a second time on the same question until all delegates who desire to speak on the topic have spoken.*
9. *Debate shall alternate between those speaking for and those speaking against a motion.*
10. *Microphones or designated areas shall be designated by number. Speakers for the main motion shall use an odd-numbered microphone or designated area, and speakers against the main motion shall use an even-numbered microphone or designated area. The chair will recognize microphones or designated areas in rotating order.*
11. *A delegate shall not speak for or against a motion and move to close debate on the same recognition.*
12. *Debate on any proposed resolution or amendment to the Bylaws, including all amendments thereto, shall not exceed 30 minutes.*
13. *A motion to move the previous question shall not be in order until fifteen (15) minutes of debate has taken place or all microphones are clear.*
14. *Any main motion or amendment shall be written in English, signed by the maker, and presented to the Administrator or Administrator appointed representative before it is moved.*
15. *A member of the District Operations Committee shall be positioned at each microphone to relay to the chair priority motions, such as a point of order, a point of information, etc.*
16. *Candidates for the office of Governor, Secretary, Treasurer, and Editor and Candidates for endorsement for International Office shall be allowed to address the House of Delegates for a period of one minute.*
17. *Any of the above rules may be suspended by a two-thirds (2/3) vote.*
18. *Roberts Rules of Order Newly Revised shall be the parliamentary authority for all matters of procedure not specifically covered by the Constitution and Bylaws of Key Club International, Board Policies and these standing rules.*