CENTRAL SECTION FBLA OFFICER APPLICATION

Complete all aspects of this application and coinciding documents to apply for the **Central Section FBLA Leadership Team**. If this application and forms are not complete, it will not be accepted.

Select One Officer Position You Are Applying For:

Officer Positions:

Vice President	
Secretary	
Treasurer	
Public Relations	
Historian/Parliamentarian	

Candidate Name:

Current Grade:

Email Address:

I. List all Chapter Leadership Positions you have held:

II. List the CTE Business Courses you have completed:

III. List all CA FBLA State Projects you have completed:

IV. List all the FBLA BAA levels you have completed:

California FBLA

Candidate Statement and Submission Directions

In 200 words or less describe why you would like to hold a state officer position on the Central Section FBLA Leadership Team:

- Completed **application**, current academic **transcript** and a **resume** highlighting your leadership experience must be received via email no later than **5:00 PM PST December 19, 2025**, for all Central Section Officer Positions listed on Page 1.

- Email completed application and requested documents to **javila@cafbla.org**.

***NOTE**: **Central Section President** Candidates must fill out the State Officer Application, not this application by the deadline listed above.*

California FBLA

Central Section FBLA Officer Calendar

If elected as a Section Officer, my primary local chapter adviser and I agree to participate in the following events:

Date	Event	Location	Time
All Year	Online Leadership Team Meetings	Online	As scheduled
June	Officer Leadership Training Summit	Northern CA	
September	Section Officer/Adviser Training Day	TBD	
October/November	Leadership Development Institute	Southern CA	
January/February	Section Leadership Conference	TBD	
April	State Leadership Conference	TBD	

Monthly meetings will be set up by the Central Section Officer Adviser. Team meetings will take place via video conference. Other events may be added at the discretion of Central Section Adviser.

I have read and understand the information above.

_____ Date: _____
Candidate Signature

_____ Date: _____
Local Adviser Signature

_____ Date: _____
Administrator Signature

_____ Date: _____
Parent/Guardian Signature

Central Section FBLA Officer Local Chapter Adviser Guidelines

We appreciate your support in running a candidate for office. You play a key role in developing our officer candidates. In fact, your student is most likely enthusiastic about leading our organization because of the encouragement they received from you. However, having an officer also requires the commitment and dedication of the local adviser. Please review the following and sign the form below to indicate you are aware of your adviser responsibilities in sponsoring an officer candidate:

1. I agree to run only candidates that I feel have the character and maturity to lead the section as an officer. I also pledge to encourage our CA FBLA chapter to fully support our officer during his/her term in office. I have discussed this with my candidate and feel confident that they are capable of successfully performing all the required tasks and attend all events.
2. I agree that if my student is elected to an officer position, we will review the officer schedule frequently and I will strongly recommend that he/she make CA FBLA activities a top priority. We have reviewed the Central Section Officer Calendar, and he/she understands that failure to attend required meetings may result in removal from office.
3. I will communicate in a timely manner with the Central Section Adviser to help my student fulfill his/her officer duties.
4. I will assist my student in meeting all deadlines in a timely manner.
5. I will discuss travel arrangements with my officer and travel with him/her as required.
6. I understand that parents may not replace me as a chaperone on travel (unless discussed with the Central Section Adviser).

We appreciate the valuable role advisers have in forming our Central Section officer team. The future success of CA FBLA depends upon your ability to recognize leadership skills in your students. Thank you for your support!

_____

Print Name of Local Adviser

_____ _____

Local Adviser Signature Date

California FBLA

Permission to Post Information on the internet and social media

If elected as an officer, the candidate will have their name, position, FBLA email address, school name and profile picture posted to the CA FBLA website and Instagram account. Photos and videos from officially sanctioned CA FBLA events may also be used for marketing purposes on CA FBLA social media platforms and event marketing materials.

Your signature below indicates your permission to post your child's information to the internet and social media accounts for CA FBLA.

_____ _____

Parent/Guardian Signature Date

Central Section FBLA Officer Conditions of Understanding

We, the candidate, chapter adviser, parents and school administrator, understand that:

1. The official term of office will begin immediately following the Central Section Meeting at the state conference until the end of the following state conference.
2. The officer will meet with the other Central Section officers at a time and place identified by the Central Section Adviser at the beginning of the official term to plan a program of work.
3. Regular meetings with the Central Section Adviser and the officer team will occur throughout the term of office.
4. The officer candidate will adhere to the campaign rules and election procedures.
5. The officer candidate will adhere to all CA FBLA procedures and policies.
6. A candidate may be disqualified by the Central Section Adviser if any behavior or actions are deemed to be unethical, unprofessional, and/or irresponsible.
7. Approval for attendance of each individual section officer at CA FBLA and Section conferences is the total responsibility of the local chapter adviser.

My signature below certifies that I have read and understand the entire Central Section Officer application.

_____ _____

Candidate Signature Date

_____ _____

Parent/Guardian Signature Date

_____ _____

Local Chapter Adviser Signature Date

_____ _____

School Administrator Signature Date

California FBLA

Central Section FBLA Officer Reasons for Removal

Any officer may be declared "inactive" and/or removed from office in the following situations.

Declaration of "inactive" status and possible removal from officer for:

1. Any Central Section officer who fails to adequately perform the duties of the office will be removed from office.
2. Any Central Section officer member who fails to attend any mandatory meetings or events without just cause (illness, death in immediate family, or an unforeseen emergency) shall be placed on probation for a period of time to be determined by the Central Section Adviser.
3. Removal from office if behavior, while in the performance of duties, is contrary to published rules of conduct or whose behavior is injurious to the image of this association.
4. Removal from office carries the obligation of repayment of chapter, district, and state funds used to maintain the executive board member in office.
5. The Central Section Leadership Team members shall be convened to assess each case which may result in removal from office.
6. Any Central Section officer who resigns or is removed from office and wishes to run again will need to submit an appeal to the Central Section Adviser prior to the application deadline.

Immediate and automatic removal from office for:

1. Failure to adhere to the Code of Conduct
2. Failure to adhere to Policy and Procedures

I fully understand the possible causes for removal from office, rules, regulations, conditions, and directions set forth by the Policies and Procedures for CA FBLA as well as the Central Section Adviser.

I understand, if removed, I will immediately return all materials purchased by CA FBLA.

_____ Date: _____

Candidate Signature

_____ Date: _____

Parent/Guardian Signature

_____ Date: _____

Local Chapter Adviser Signature

California FBLA

Central Section FBLA Officer Candidate Certification

I certify that I am a member in good standing of the _____ Chapter of CA FBLA in the _____ Section. I also certify that I will be returning as a member of the above chapter next year. I have read and understand **all the requirements in the application above** and that all information submitted herein is accurate and correct.

Print Candidate's Legal Name: _____ Preferred First Name: _____

_____ _____

Candidate's Signature Date

Central Section FBLA Officer Candidate/Parent Agreement

Candidate/Parent Agreement

If elected, I will attend the required meetings, adhere to the Code of Conduct, actively serve in office to the best of my ability, abide by the policies and procedures of CA FBLA and be an active student member.

My parents/guardians and I understand the obligations of serving as a CA FBLA Central Section Officer, being enrolled in, or have completed, a Career Technical Education class which aligns with my organization during my term of office, attending all meetings or conferences listed on the Officer Calendar or any other meetings called during my term of office. We further assume responsibility for all personal expenses not paid by the local, district, or state association. The state or local association will not be held responsible in the event of an accident. If elected, I will serve to the best of my ability and will resign if I fail to fulfill my responsibilities. **Failure to perform to expected standards may result in removal from office at the Central Section Adviser's discretion.** I further understand that I will be a role model and spokesperson for my organization and will always conduct myself accordingly throughout my term of office. I will abide by the constitution and by-laws of the section and state organization.

_____ Date: _____

Candidate's Signature

_____ Date: _____

Parent/Guardian's Signature

Chapter Officer Adviser/Principal Agreement

Chapter Adviser/Principal Agreement

The above candidate is a member in good standing of the _____ Chapter of CA FBLA. To the best of my knowledge, all information submitted on, with, or attached to this application is factual and exists as presented. The candidate has completed, or is currently enrolled in, a state-approved business, finance or marketing education program.

We understand the commitments inherent in this office and pledge our support and assistance if the candidate is elected. Obligations include attendance at all required meetings (counting those during the summer). The primary adviser is responsible for traveling with the officer to all in-person meetings and events, By signing below, the adviser and administrator pledge to provide guidance and direction to the candidate during the tenure of office, and understand that the local chapter must remain in good standing with the State and National offices of the Association or the candidate will be asked to resign from office.

_____ Date _____

Local Adviser's Signature

_____ Date _____

Principal's Signature