



2025



DIRECTOR ELECTIONS

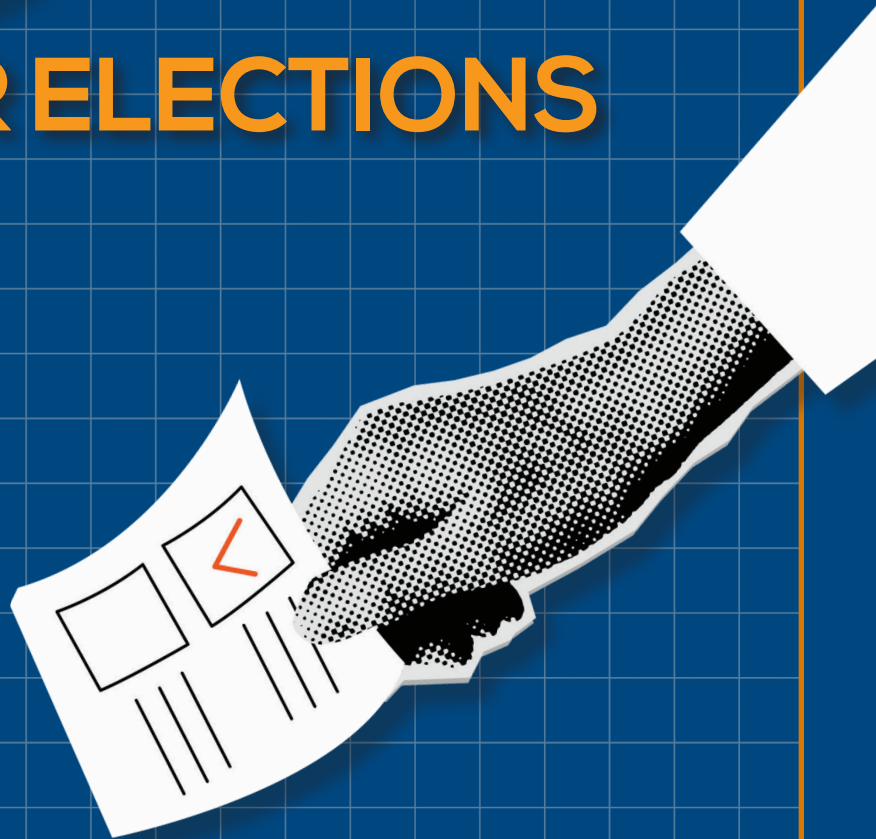




Table of Contents

Becoming a Candidate **1**

Director Election Timeline	2
Nomination Procedures	3
Nomination Petition Filing Form	4
Director Qualifications	5
Conflicts of Interest Policy	6
Conflicts of Interest Certificate	9
Board of Directors Succession Policy	12
Director Candidate Information Session	13

Election Process and Communications **14**

Director Candidate Profile Form	15
Photograph Consent and Release Form	16
Director Candidate Videos Guidelines	17
Example of Director Elections Proxy Designation Card	18
Example of <i>Cooperative Living</i> Candidate Information	19

Appendix **21**

Consumer Report Disclosure and Authorization Form	22
Your Rights Under the Fair Credit Reporting Act	23
Criminal History Search Request Form	27

Becoming a Candidate

Thank you for your interest in serving on Rappahannock Electric Cooperative's (REC) Board of Directors. We are pleased to have member-owners willing to serve on REC's governing board and act as advocates for the membership.

The Cooperative's Bylaws govern the director election process and Annual Meeting. The 2025 director elections take place as part of the Annual Meeting of the member-owners, which will be held remotely on Wednesday, Aug. 20, 2025. The membership will elect three directors, one each from the following geographic regions:

- **REGION I – The counties of Frederick and Shenandoah, the portion of Page County located north of U.S. Route 211, and the portions of Warren County and Rappahannock County west of U.S. Route 522.**
- **REGION VI – Caroline County**
- **REGION VII – Louisa County**

Enclosed are the required forms and informational documents to guide you in preparing to become a director candidate nominee. In addition to these documents, member-owners must request the official Nomination Petition. To obtain the petition, email directorelections@myrec.coop or call Whitney Watts, Assistant Secretary to the Board, at [540-891-5889](tel:540-891-5889). Nomination petitions can be shared electronically or by scheduling an appointment to pick up in person.

REC will host a virtual candidate information session for any REC member who is considering becoming a candidate in the 2025 director elections. This optional event provides an opportunity to learn more about the requirements and time commitment necessary to fulfill director responsibilities. Details are included in these materials.

To comply with REC's Bylaw requirements, the completed nomination petition and all forms must be returned to the office of the president at REC no later than 5 p.m. May 2, 2025. Return the petition forms to arrive prior to the deadline by mailing to: Office of the President, Rappahannock Electric Cooperative, P.O. Box 7388, Fredericksburg, VA 22404. Contact Ms. Watts to schedule an appointment to return completed candidate nomination materials and petition forms in person.

Questions?

Contact Whitney Watts | Assistant Secretary to the Board
directorelections@myrec.coop | [540-891-5889](tel:540-891-5889)





Event	Date
Director Elections open (earliest date to request and submit petition)	March 1
Candidate Information Session	April 29
Deadline for candidate nomination information packet to be delivered to the Office of the President in the Fredericksburg office	MAY 2
Candidate withdrawal deadline for removal from proxy ballot	May 13
Candidate meeting with Board	May 21
Mailing of proxy	July 1
Deadline to receive member-owners' proxy ballot (<i>no less than two days before Annual Meeting</i>)	TBD 5 P.M.
Annual Meeting	Aug. 20
<i>Certified Election Results (posted to myrec.coop)</i>	Aug. 21

Candidate Meetings with the Board

On a date to be determined, each candidate in the 2025 Director Elections will be invited to meet one-on-one with the REC Board of Directors. These meetings present the candidates and the Board of Directors an opportunity to meet in advance of the elections.

- The Assistant Secretary to the Board/Executive Assistant, Whitney Watts, will coordinate each meeting to take place in person. Details on the location will be provided.*
- Candidates should come prepared to discuss and respond to questions regarding their interest and qualifications for board service.*
- Meetings are approximately one hour.*



Nomination Procedures

SUBMITTING A 2025 NOMINATION PETITION FOR ELECTION TO THE BOARD OF DIRECTORS

Please use the checklist below to ensure you have completed and returned all required documents and forms for candidacy to the REC Board of Directors. To comply with the Cooperative's Bylaw requirements, all completed nomination forms must be returned to the Office of the President at REC no later than 5 p.m. on May 2, 2025. You may return the Nomination Packet by mail to arrive prior to the deadline to the following address:

Office of the President

Rappahannock Electric Cooperative
P.O. Box 7388
Fredericksburg, Virginia 22404

Nomination Petition

- Must have a minimum of 25 signatures of REC member-owners who are in good standing with the Cooperative. We recommend securing more than the required minimum number of signatures.

Nomination Petition Filing Form

Conflict of Interest Statement Certificate

Disclosure and Authorization for Procurement of Consumer Report. (A Summary of Your Rights under the Fair Credit Reporting Act is also enclosed.)

Criminal History Record Name Search Request form (provided by the Virginia State Police)

Resume

Director Candidate Profile

Individual Photography Consent and Release Form

When the completed Nomination Petition is returned to the Cooperative, the signatures will be validated using the name and address in comparison with official Cooperative membership records. Once validated, a member of REC's staff will contact you to confirm the status of your petition.

Please read those sections of the Cooperative's Bylaws and enclosed Board Policies pertaining to director qualifications and elections. For certification purposes, the completed Nomination Petition Filing Form and the Conflict of Interest Statement Certificate are required. Please note that your signature on both documents must be notarized. All board members and corporate officers are required to submit a Conflict of Interest Statement Certificate annually.

For purposes of eligibility to serve as a member of the Board of Directors, a background and credit check will be completed. The Cooperative pays all processing fees to obtain verifications.



Nomination Petition Filing Form

FOR ELECTIVE OFFICE TO BOARD OF DIRECTORS

General Information

Legal Name: _____

Telephone Number: _____

Address, City, State, Zip _____

Mailing Address (if different than above) _____

I have read and understand those sections of the Cooperative's Bylaws pertaining to the qualifications and responsibilities of a Director. I have further read the applicable Board Policies relating to those qualifications. To the best of my knowledge and belief, I meet all of the qualifications of a Director.

Yes No

CERTIFICATION CLAUSE

I further declare that under penalty of perjury and in accordance with the laws of the Commonwealth of Virginia that the Director Candidate information and materials I have submitted to Rappahannock Electric Cooperative are true and correct, and may be reasonably relied upon by Rappahannock Electric Cooperative for the purposes set forth herein.

By: _____

Date: _____

Print Name: _____

Commonwealth of Virginia

City/County of: _____

The foregoing was subscribed, sworn to and acknowledged before me this ____ day of _____ 2025,
by _____.

Notary Public

[SEAL]

Print Name _____

My Commission Expires: _____

Registration No. _____

OFFICE USE ONLY

Date/Time Received _____

Received By _____





**DIRECTOR QUALIFICATIONS AS LISTED IN THE REC
BYLAWS, ARTICLE IV, BOARD OF DIRECTORS, SECTION 3.
QUALIFICATIONS FOR DIRECTOR**

- i.** Be a natural person;
- ii.** Be an actual, bona fide resident of the Region from which the Director or candidate seeks election;
- iii.** Maintain a primary residence in the Region from which the Director or candidate seeks election;
- iv.** Have been a member of the Cooperative for at least two (2) cumulative years; except this limitation shall not apply to members from any newly acquired or merged territory or as otherwise required by law;
- v.** Have the capacity to enter into legally binding contracts;
- vi.** Be in “good standing” with the Cooperative;
- vii.** Not have been convicted of a felony or a crime of moral turpitude;
- viii.** Not be a current or past employee or general counsel for the Cooperative, or spouse of a current or past employee or general counsel for the Cooperative;
- ix.** Not currently be an elected public official;
- x.** Not in any way be employed by or be financially interested in a competing enterprise or a business selling electric energy or supplies to the Cooperative other than Old Dominion Electric Cooperative, or who has any conflict that may prevent said candidate from acting in the best interest of the Cooperative.
- xi.** Have executed and delivered to the Secretary a Confidentiality and Standard of Conduct Agreement, which shall be approved, adopted, amended or ratified from time to time by the Board of Directors in its sole and absolute discretion;
- xii.** Be able to or in compliance with the Cooperative’s Governing Documents and policies of the Board of Director; and
- xiii.** Have candidacy which will not otherwise give rise to an actual conflict of interest as determined by the Cooperative’s legal counsel.



1. Purpose

To provide guidance to the Board of Directors, Officers, General Counsel and designated employees in the performance of their duties and responsibilities for Rappahannock Electric Cooperative (“Cooperative”) in order to avoid conflicts of interest or the appearance of conflicts of interest and to assure the highest standards of integrity, impartiality, and conduct necessary for maintaining public confidence in the operations of the Cooperative.

2. Scope

This Policy applies to the Board of Directors (“Board”), Officers, General Counsel and designated employees identified by the Policy and to all business transactions of the Cooperative.

3. Policy Statement and Implementation

3.1. In order to assure compliance with the Cooperative’s Bylaws relating to a Board member’s business and financial interests, Board members whose business(es) or affiliated organization(s) conducts transactions with the Cooperative, must first disclose said transactions or business relationship to the Board, and the Board must approve said transaction or business relationship before the said member can conduct business with the Cooperative.

3.2. The statements contained in the following paragraphs will serve as a guide to the members of the Board and to the President & CEO in the management of the affairs of the Cooperative.

3.2.1. **Use of Office:** All persons defined in the Scope of this policy shall refrain from any use of their respective offices which is motivated by, or gives the appearance of being motivated by, the desire for private gain or advantage for themselves or for other persons or organizations with which they are associated.

3.2.2. **Use of Information:** All persons defined in the Scope of this policy shall refrain from any use of inside information for private gain or advantage for themselves or for other persons or organizations with which they are associated.

3.2.3. **Gain from Beneficiary Organizations:** All persons defined in the Scope of this policy shall not receive or solicit from beneficiary organizations, related organizations, or other persons or organizations having business with the Cooperative anything of personal substantial value, outside the scope of representing REC in a business function, such as a gift, loan, favor, or gratuity for themselves or any other persons or organizations with which they are associated.

3.2.4. **Decisions That Pose a Conflict of Interest:** All persons defined in the Scope of this policy shall make full disclosure to the Board of any facts that may give rise to a conflict of interest. They shall disqualify themselves from decisions that pose a conflict of interest or the appearance of a conflict of interest. They may request an opinion of the Cooperative’s General Counsel before such action is taken.

3.2.5. **Certification of Compliance:**

3.2.5.1. *Board of Directors:* As a part of the annual audit, members of the Board of Directors shall sign and file with the President & CEO or the Cooperative’s General Counsel a certificate that they are in compliance with this Policy. The certificate shall be in a form prescribed by the Cooperative’s Board. *(attached to this policy as Exhibit A)*



- 3.2.5.2. *Non-incumbent candidates for the Board of Directors* shall sign and file with the President & CEO or the Cooperative's General Counsel a certificate in a form prescribed by the Cooperative's Board that they are in compliance with this Policy. The certificate shall be filed with the nomination petition not less than 100 days prior to the next annual meeting in accordance with *Bylaws Article IV: Board of Directors, Section 4: Nominations*, or prior to Board appointments when a vacancy is to be filled.
- 3.2.5.3. *Officers*: As part of the annual audit, incumbents shall sign and file with the President and CEO or the Cooperative's General Counsel a certificate of compliance in a form prescribed by the Board. Prior to consideration of appointment, applicants for the position of an Officer shall sign and file a similar certificate in a form as prescribed by the Board.
- 3.2.5.4. *Designated employees*: Certain employees may be required to complete a certificate of compliance.
- 3.2.6. **Disclosure**: If at any time any person defined in the Scope of this policy has a conflict of interest, or potential conflict of interest, he/she shall initially notify the Cooperative's Chair of the Board, General Counsel and CEO and make full disclosure of the conflict or potential conflict. Such disclosure shall be in a form described by the Cooperative, and shall be kept confidential to the extent legally permissible unless the affected person consents otherwise.

4. Responsibilities

- 4.1. **Board**: It is the responsibility of the Board to review compliance with this Policy.
- 4.2. **President & CEO**: It is the President & CEO's responsibility to provide assistance to the Board to assure compliance with this Policy and to develop and enforce appropriate policies relating to conflicts of interest of employees.
- 4.3. **Officers and designated employees**: It is the responsibility of the Officers (staff) and the designated employees to ensure that day-to-day operations of the Cooperative comply with this policy.
- 4.4. **General Counsel**: It is the responsibility of the General Counsel to advise the Board and/or individual Board members and Officers regarding compliance with this Policy.

5. Confidentiality

This Policy may be treated as public and may be made available on REC's website or other communication channels.

6. Definitions

- 6.1. **Board**: The Board of Directors for Rappahannock Electric Cooperative
- 6.2. **Cooperative**: Rappahannock Electric Cooperative and its affiliates.
- 6.3. **Conflict of interest**: A scenario in which a Board member or Officer or designated employee of the Cooperative has a personal interest in a matter that may be contrary to the interest of the Cooperative, to the extent that he/she may not be able to exercise independent and objective judgment on the matter in the best interests of the Cooperative. Such personal interests may not involve him/her but might involve some of his/her relatives, business associates, affiliates or other persons or organizations with which he/she is closely associated.



Conflicts of Interest

POLICY # BP 2
RAPPAHANNOCK ELECTRIC COOPERATIVE

- 6.4. **Designated employee:** Employees who are not officers of the Cooperative, managers, directors (staff); and employees in roles responsible for purchasing decisions and/or purchase orders
- 6.5. **General Counsel:** A licensed attorney who advises the Board and executive leadership in a legal capacity and on legal matters for the Cooperative.
- 6.6. **Officer:** An individual appointed by the Board, or by another Officer authorized by the Board or by the Cooperative's Articles of Incorporation or Bylaws, and serving as a chief executive, operating, financial, legal, or accounting officer.

References and Related Documents:

Bylaws Article IV: Board of Directors, Section 4: Nominations

Policy Title:	Conflicts of Interest
Policy Number:	BP 2
Review Frequency:	Triennial
Last Reviewed:	February 21, 2024
Date Adopted:	May 16, 2001
Effective Date:	Ratified by the board effective August 22, 2019
Amendment Dates:	October 16, 2003; August 22, 2019; February 21, 2024
Approver:	Board of Directors
Applies to:	Board of Directors, Officers, General Counsel and designated employees
Superseding Effect	This Policy supersedes all previous policies and memoranda concerning the subject matter. Only the Approver may authorize exceptions to this Policy. If any portion of this Policy conflicts with the Bylaws of Rappahannock Electric Cooperative, the Bylaws control.



Certificate

CONFLICTS OF INTEREST

RAPPAHANNOCK ELECTRIC COOPERATIVE
P.O. BOX 7388, FREDERICKSBURG, VIRGINIA 22404-7388

Certification:

I, _____ (please print your name and title), **an incumbent Board member;** **a candidate to become a Board member;** **an Officer;** **or an applicant to become an Officer of the Cooperative** (please check the appropriate status) have read and am familiar with the provisions of REC Bylaws Article IV: Board of Directors, Section 3: Qualifications for Director and also the provisions of the Board Policy on Conflicts of Interest. Pursuant to this Policy, I hereby make this certificate and agree to comply with such provisions.

To the best of my knowledge and belief I am not involved with or affected by—and have no outside interests that create—a conflict with the interests of the Cooperative, except as follows (If there are none, please so note):

.....

I understand and agree that the Cooperative may request a criminal background report and a credit report in my name.

I hereby affirm that I have not been convicted of a felony or a crime of moral turpitude.

During my service for the Cooperative, I agree to disclose fully and promptly any future situation that might involve, or appear to involve, me in any conflict of interest with the Cooperative and will otherwise scrupulously abide by the provisions of the Board Policy on Conflicts of Interest and the above-cited Bylaw provision.

Signed: _____

.....
In the County / City of _____, Commonwealth of Virginia, on this _____ day of _____ 20____, _____ personally appeared before me and acknowledged that he/she executed the foregoing instrument.

_____ Notary Public
My Commision Expires _____



1. Purpose

- 1.1. To establish guidelines and procedures for a planned, orderly transition of Cooperative Directors and filling any unplanned vacancy or vacancies on the Board;
- 1.2. Develop qualifications that are essential characteristics of individuals who are elected or appointed to succeed a director; and
- 1.3. To continue the Cooperative's viability, good governance and mission, all in the best interest of the Cooperative and its members.

2. Scope

This policy applies to REC's Board of Directors (the "Board").

3. Policy Statement and Implementation

- 3.1. It shall be the policy of the Board to implement the guidelines set forth in this policy in an objective, systematic and coordinated manner that will ensure that a broad spectrum of qualified candidates are encouraged to participate in the Board evaluation process with the primary goal of selecting or recommending board members best suited to fill identified knowledge, demographic, and/or skill gaps and guide the Cooperative.
- 3.2. The Board has resolved that the qualifications below shall serve as a general guide in the recommendation or selection of future Board members.

3.2.1. Director Qualifications:

In addition to the Bylaws, Article IV, Board of Directors, Section 3: "Qualifications for Director," Board candidates shall also meet the following general requirements:
Qualifications

- 3.2.1.1. Be motivated to serve the best interests of the membership as a whole as a director of a high-performing, member-focused organization;
- 3.2.1.2. Possesses an understanding of basic financial matters and fiduciary responsibilities of a board member, including evaluation of opportunities and risks presented to the Cooperative;
- 3.2.1.3. Be recognized as a leader in their industry and/or community;
- 3.2.1.4. Be experienced in serving on a board or reporting directly to a board and have knowledge of governance best practices;
- 3.2.1.5. Be committed to learning about the Cooperative and its diverse membership in order to be a meaningful contributor on behalf of all Cooperative members;
- 3.2.1.6. Be willing and capable of articulating points of view that may challenge the thinking/direction of the board and management team;
- 3.2.1.7. Place a high value on personal and corporate integrity and ethical behavior;
- 3.2.1.8. Have an understanding of cooperatives;
- 3.2.1.9. Be willing and able to successfully complete NRECA's Credentialed Cooperative Director program within three years of becoming a director;
- 3.2.1.10. Be willing and able to participate in the Cooperative's New Director Orientation program;
- 3.2.1.11. Be financially secure (not motivated by director compensation);



- 3.2.1.12. Possess understanding and capabilities around the oversight of inclusive culture, practices, and strategy as outlined in the Cooperative's Diversity, Equity, and Inclusion (DEI) Plan.
 - 3.2.1.13. Once elected, the Board member must execute a confidentiality and standards of conduct agreement.
- 3.3. The following procedures have been established to assist the Board in addressing succession planning for any Board vacancies:
- 3.3.1. Planned Succession
 - 3.3.1.1. In accordance with Term limits approved November 18, 2009, the Executive Committee shall annually review the Board Succession Schedule for any potential Board vacancy.
 - 3.3.1.2. Following notification by a director regarding a date of termination, the Board shall:
 - 3.3.1.2.1. Exercise the processes as defined in the Bylaws Article IV, Board of Directors;
 - 3.3.1.2.2. Review the Board Prospect Forms for potential Board candidates and inform potential candidates of vacancy in upcoming Board election process.
 - 3.3.1.3. The Board may make board member recommendations to the membership.
 - 3.3.2. Unplanned Vacancy
 - 3.3.2.1. In the event of an unexpected loss of a director for any reason, the Board Chairman and all Directors shall be notified immediately by the President & Chief Executive Officer or Assistant Secretary of the vacancy on the Board of Directors.
 - 3.3.2.2. As soon as practical after an unplanned Board vacancy, the Board shall, in accordance with Article IV, Section 6, of the Bylaws and in conjunction with the President & Chief Executive Officer, work to address the board vacancy issue as follows:
 - 3.3.2.2.1. Establish a search for a person to fill the director vacancy
 - 3.3.2.2.2. Develop a profile of Board needs
 - 3.3.2.2.3. Set a date for receipt of résumés for Director candidates
 - 3.3.2.2.4. Screen the Board applicants and choose interviewees
 - 3.3.2.2.5. Interview candidates
 - 3.3.2.2.6. Select and appoint of new Director
 - 3.3.2.2.7. Inform Membership – Cooperative Living
 - 3.3.2.2.8. Undertake other reasonable steps
- 4. Responsibilities**
It shall be the responsibility of the Chairman and the President & Chief Executive Officer to present to the Board this policy, which has been established to assist the Board in fulfilling one of its most important functions, which is the recommendation of or selection of qualified Board members.
- 5. Confidentiality**
This policy may be treated as public and may be made available on REC's website or other communication channels.
- 6. Definitions**
Board: The Board of Directors for Rappahannock Electric Cooperative
Cooperative: Rappahannock Electric Cooperative and its affiliates.



References and Related Documents:

Rappahannock Electric Cooperative Bylaws

Policy Title:	Board of Directors Succession
Policy Number:	BP 11
Review Frequency:	Triennial
Last Reviewed:	February 21, 2024
Date Adopted:	May 19, 2010
Effective Date:	May 19, 2010
Amendment Dates:	October 21, 2021; February 21, 2024
Approver:	Board of Directors
Applies to:	Board of Directors
Administrator:	Chair of the Board of Directors
Superseding Effect	This Policy supersedes all previous policies and memoranda concerning the subject matter. Only the Approver may authorize exceptions to this Policy.



Director Candidate Information Session

Deciding whether to seek election to REC's Board of Directors is not a decision to take lightly. We want candidates to learn about the history of your Cooperative, and the responsibilities and commitment required to serve on the Board. REC is hosting a virtual Candidate Information Session for any REC member-owner considering running in the 2025 director elections. Attendance at this virtual meeting is not required, but is recommended.

TBD

Agenda

Overview of Your Cooperative
Review of Board Expectations
Legal and Fiduciary Responsibilities
Election Timeline and Candidate Materials Review

RSVP to participate in the Virtual Candidate Information Session
by contacting directorelections@myrec.coop.

Details on how to connect will be provided once the RSVP has been received.

Election Process and Communications

In July 2025, official Director Election candidate communications will be published. All active member-owners are mailed an official proxy designation form and Annual Meeting information. Member-owners with an email address on file with REC are also emailed an electronic proxy designation. Member-owners can also complete the proxy designation in MyREC SmartHub. Profiles of all qualified candidates appear within REC's pages of the July issue of *Cooperative Living*. On REC's website www.myrec.coop, regional director election webpages will provide candidate profiles, photographs, and video speeches.

The Proxy Designation Form (prior year sample included) identifies all qualified candidates and allows member-owners who are unable to participate in the elections to designate a proxy to vote on their behalf. Member-owners vote for the candidate of their choice for each regional election at the Annual Meeting. REC utilizes a third-party election service provider with additional oversight provided from an audit firm.





Director Candidate Profile Form

Director candidate profiles will appear in Rappahannock Electric Cooperative's pages of the July issue of *Cooperative Living* magazine along with the official Annual Meeting announcements and publications.

Candidate Full Legal Name

Candidate Bio

The candidate bio is limited to 300 words for publication requirements (the 300-word limit should include factual candidate information in the following order - occupation, education, civic & public affairs activities). If necessary, editorial staff may alter the statement in order to meet space and publication requirements.

Photograph

Please email or return two (2) professional high-quality (5MB or higher) color photographs to be used in election publications and displayed at the Annual Meeting. Printed images may be submitted and should be printed on photo lab quality paper.

Return Deadline: Submit your electronic Director Candidate Profile information to directorelections@myrec.coop no later than 5 p.m. Friday, May 2, 2025. If an electronic version is not an option, please contact Whitney Watts, Assistant Secretary to the Board at directorelections@myrec.coop or **540-891-5889**.



Video and Photography Consent and Release Form

I hereby grant Rappahannock Electric Cooperative and its subsidiaries permission to use and release photographs and other images of me for all Cooperative-related promotional materials, marketing efforts, and productions without restriction. This release applies to all images of me in print, electronic, video, and broadcast formats, in addition to the use of my name, comments, and endorsements that may serve to assist the Cooperative with its promotional and marketing efforts. I agree that the Cooperative may use, edit, and reproduce these images in any form and that the Cooperative may share these images with other media for purposes related to the Cooperative’s promotional and marketing efforts. In so doing, I release all claims against the Cooperative and other media with respect to copyright, publication, or use of such photographs or video footage, including any claims for compensation related to their use.

Name of Individual (Print)

Date

E-Mail

Phone Number

Signature of individual granting release



In an effort to ensure REC member-owners can hear directly from the candidates in the Director Election, REC is offering the opportunity for each candidate to record candidate speech videos.

GUIDELINES:

- The Assistant Secretary to the Board/Executive Assistant, Whitney Watts, will coordinate the video recording schedule to take place in person. Details on the location will be provided.
- REC recommends that candidates prepare remarks in advance of the recording day and are encouraged to use this video to share information about their qualifications for the Board, as well as their position and goals pertaining to important matters related to the Cooperative's membership. If a candidate would like to have remarks uploaded to a teleprompter their remarks must be provided to Ms. Watts **two days in advance**.
- Professional attire is encouraged.
- Candidates will have up to 3 minutes to give their remarks and will have three takes for their message during their scheduled recording time. Verbal speech is roughly 130 words per minutes, so if preparing remarks in advance, aim for 390 words or less. REC does not edit the videos after production.
- Each of the three recordings will be provided to the candidate so that they can select the video they choose to appear on the REC website.

Candidate speech videos will appear on a 2025 Director Election region webpage. All candidates will be featured on the webpage for the region they would represent. In addition to the candidate speech video, each candidate's photo and biography will also appear on the region webpage.



Example of Director Elections Proxy Designation Card



2024 Annual Meeting & Director Elections Member-Owner Proxy Designation Options



Online: Scan the QR code with a mobile device to access your official proxy or go to directvote.net/REC to access the login page. You will need your **Member Number and Election Passcode** found on this form. Both are necessary to log in. You can also login and vote using MyREC SmartHub. Proxy Designation begins **July 1** and ends **July 31 at 5 p.m.**



By Mail: Please complete, sign and date the Proxy Designation Form and return it in the postage paid envelope. Your completed Proxy Designation Form must be received by **5 p.m., July 31.**

If you do not plan to participate in the remote Annual Meeting on **Aug. 7**, you are encouraged to return your Proxy Designation Form for the 2024 Director Elections.

If your preference is to participate in the virtual Annual Meeting, registration opens at **7 a.m. on Aug. 1** and closes at **5 p.m. on Aug. 2**. **Register online at myrec.coop/register or call 1-800-552-3904.** Only registered members will receive instructions to join the event on **Aug. 7.**

PLEASE DETACH BEFORE RETURNING



Step 1. This form must be properly signed to be valid.

Proxy Designation Form
2024 Annual Meeting
Aug. 7, 7 p.m.

Sign and Date Must be signed by REC member. Sign your name as it appears on your REC account and enter date.

X	SIGNATURE	X	DATE	, 2024
X	TITLE (if you are a representative or officer of a company or organization)			

Step 2. Mark only one box in Blue or Black ink. If you do not complete this step, the Board of Directors will vote on your behalf.

Board Select: Mark here to designate your proxy to the REC Board of Directors to vote on your behalf.

-OR-

Designate Someone Else: If you designate someone other than the REC Board of Directors as your proxy, he/she must participate in the Annual Meeting to cast your vote. In addition, if your designated proxy is someone other than a current Board member or candidate, please provide a valid phone number or email so he/she can be contacted to register to participate.

CLEARLY PRINT THE NAME OF PERSON PARTICIPATING IN YOUR ABSENCE _____ PHONE NUMBER _____

EMAIL ADDRESS (Optional) _____

OPTIONAL Step 3.

Candidate Selection: If you have a preference on how you want your proxy to vote, check one candidate per region or abstain. Mark only one box per Region in **Blue** or **Black** ink. **As a member-owner, you are eligible to make a selection in ALL regions.** If no preference is indicated, your proxy will decide how to cast your vote.

**MARKING INSTRUCTIONS
EXAMPLE ■**

Region II:

- Lucas Pipes
- Christopher Shipe - Incumbent
- Abstain

Region III:

- Darlene Carpenter - Incumbent
- Steve Walsh
- Abstain

Region VIII:

- Eric Paulson - Incumbent
- Abstain

All Proxy Designation Forms returned by mail or online must be received by Survey & Ballot Systems no later than 5 p.m., July 31, 2024.



Return to be registered to win prizes!

Director Election Candidates

REGION II



Christopher G. Shipe

—Incumbent

I believe strongly in the Cooperative Business Model, particularly for delivering essential services. I am grateful for the privilege of serving the members of Rappahannock Electric Cooperative as a member of the Board of Directors since 2010. A core tenet of cooperative governance is prioritizing the interests of our members.

During my career I have served in various capacities on insurance cooperative boards and industry committees, including my time as the Chairman of the Virginia Association of Mutual Insurance Companies' Property Casualty Conference. Since joining the REC Board of Directors, I have continued my education and have obtained the Credentialed Cooperative Director Certification.

I believe very strongly in servant leadership and giving back to my community. As a veteran of the United States Army, I was honored as Clarke County Veteran of the Year in 2019. I continue as the lay leader of Duncan Memorial United Methodist Church and as a Board member of the John H. Enders Volunteer Fire Company. In my leisure time, I also enjoy participating in the Clarke County Community Band.

As a Board member and Chair, I have diligently worked to achieve this through fostering Board transparency, ensuring Board accessibility and striving for the optimal balance between affordable electric rates, reliable service, and sustainability of REC's operations. Along with my service on the REC Board of Directors, for most of my professional career I have been in the leadership and governance of cooperatives, retiring as the President/CEO of Loudoun Mutual Insurance Company in March 2024.

REGION II



Lucas Pipes

Lucas Pipes is an internationally recognized financial analyst, renowned for his deep understanding of global energy, metals, and power-intensive industries. He believes that two megatrends will shape local electricity markets for years to come.

With more than 15 years of experience in institutional research, Mr. Pipes has established himself as a trusted advisor to leading financial institutions, investors, industry executives, and boards of directors worldwide. His insights have been featured in publications such as The Wall Street Journal, Bloomberg News, and CNBC, among others, solidifying his reputation as a thought leader in the field.

First, the rapid growth of power intensive data centers, especially in and around REC's service area, and exacerbated by the recent advancements in AI technology.

Mr. Pipes holds a Bachelor of Arts degree from Bard College and an MBA from the University of Pennsylvania, Wharton, where he graduated as a Palmer Scholar. He is also a Chartered Financial Analyst. Mr. Pipes enjoys spending time with his wife and three young daughters, playing soccer, and tending to their farm in Rappahannock County. He was born in Central California, was raised in the Black Forest area in Germany, and lived in New York and Washington, D.C., before settling in Castleton, Virginia.

Second, the energy transition and its demands on electricity transmission and more limited baseload generation. As a Board member, Mr. Pipes will work diligently to see that REC and its members are best positioned to navigate this changing power market. Mr. Pipes has been a Managing Director at B. Riley Securities since 2018.

REGION III



Darlene Carpenter

—Incumbent

Darlene Carpenter proudly represents the members of Rappahannock Electric Cooperative as the Region III Director and has held every officer position during her long tenure. She was elected by the Board to represent REC as the Old Dominion Electric Cooperative Director for many years and represented REC as the Director of the

She also served many years on the Gaff-n-Go Rodeo Committee for the Virginia, Maryland and Delaware Association of Electric Cooperatives. Carpenter is a graduate of Germanna Community College, the Virginia Bankers School of Bank Management at UVA and the American Institute of Banking and has a Non-Profit Management Certificate from UVA. She is currently a Realtor with Century 21 NM in Culpeper. She has earned all certifications from the NRECA including Director Gold.

National Rural Utilities Corporate Finance Corporation (CFC), the bank for cooperatives. She serves on the Safety & Services Committee for the State Association and the Communication & Public Relations Committee.

She and her husband, Edward, reside in the Reva area of Madison County and have a small beef cattle operation. She is a member of the Bethesda United Methodist Church. It is her honor to serve as a Director and be associated with the outstanding workforce at REC. As systems and methods change, her focus is and will always be you, the members, to provide safe, affordable, and dependable service with our highly skilled and dedicated workforce.

Carpenter is a retired banker, having served Culpeper and surrounding areas before retiring as Senior Vice President and Loan Officer of Wells Fargo Bank. She is a past President of the Culpeper Chamber of Commerce; Auxiliary to the Culpeper Memorial Hospital; Leader for the VA Bankers Association YBS; member of the Brightwood Ruritan Club; volunteer for Madison Emergency Services; and charter member of Culpeper Toastmasters Club.

myrec.coop

REGION III



Steve Walsh

As a resident of Virginia since 1985, Steve owns and operates Glenwood Farm in Madison County, Va. With over 40 years in a variety of leadership and board positions, Steve is managing director of global operations for Traxys, a privately owned U.S./Luxemburg metals, mining and energy company. His work there centers on mergers, acquisitions and

restructurings of operating assets. Previously, Steve served as CEO and EVP of both electric distribution companies (1.5 million connections) as well as integrated utilities and mining companies in Latin America, Europe, and the Middle East.

A retired U.S. Marine Corps officer, he completed some 26 years on active duty, including seven combat deployments in Latin America, the Middle East, and Southwest Asia, primarily in special operations assignments. From 2004 to 2006, he was recalled to active duty to serve as the electricity program manager in Iraq and Afghanistan where he managed the

reconstruction and repair of the electrical grid (generation, transmission, distribution, and gas pipelines).

Steve holds a Bachelor of Science in general engineering/international affairs from the U.S. Naval Academy, an MSBA in Finance from Strayer University and has completed the Advanced Management Program & Corporate Directors Program at Harvard Business School. Steve presently serves on the Board of Directors of the PM Power Group—a Michigan-based copper refinery and Ukerhydroenergo, a large Ukraine-based hydroelectric company that supplies electricity to both Ukraine and Eastern Europe. He has been published in the Wall Street Journal, the Economist, Washington Post and other publications with articles on improving the electrical grid, foreign affairs and other topics.

If elected to represent Region 3 and the members of REC, Steve's experience in the electrical sector will help provide advice and counsel to ensure the members are provided with the best possible service and the lowest possible price.

REGION VIII



Eric Paulson

—Incumbent

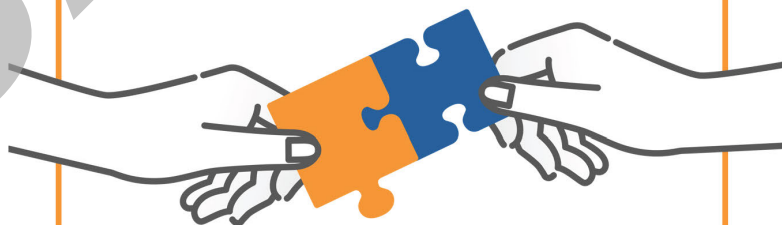
Eric Paulson was born in Harrisonburg, Va. and grew up working on his family's dairy farm in Port Republic. During high school, Eric was an active 4-H and Future Farmers of America member. Eric graduated from Virginia Tech with a Bachelor of Science in Dairy Science and a Bachelor of Art in Political Science.

After college, he completed the Sorensen Institute for Public Policy program from the University of Virginia. Eric has served as the Executive Director for the Virginia State Dairymen's Association (VSDA) since 2009. In

this role, he works on behalf of the dairy farmers in Virginia by representing and promoting the dairy industry in the Commonwealth.

Eric also previously served as the Vice President of the Virginia Cooperative Council which, exists to promote the understanding, history, purpose, and services of cooperatives in Virginia. Growing up working on a dairy farm, Eric has a deep understanding of the important role that cooperatives play in our communities. He also has served on the Board of Directors for both the Pure Water Forum and the Dairy Foundation of VA. Eric resides in western Hanover County, with his wife, Lindsey, and their middle- and elementary-school-aged children, Heidi and Allen.

Your Participation Matters



REC is a democratically controlled Cooperative, owned by you, our members. The Annual Meeting is a forum in which REC members can exercise the democratic process and be involved in Cooperative decision-making.

Appendix





Disclosure and Authorization for Procurement of Consumer Report

This disclosure is to inform you that Rappahannock Electric Cooperative (REC) may obtain, after receiving written authorization from you by your signature below, one or more consumer reports from a consumer reporting agency for the purpose of evaluating you for eligibility to serve as a member of its Board of Directors. The consumer report may contain information bearing on your credit worthiness, credit standing, credit capacity, character, criminal records to the extent permitted by law, general reputation, personal characteristics, or mode of living from public record sources, creditors or other sources.

By signing below, you acknowledge that you understand that in connection with your potential retention as a member of the Board of Directors, and in the course of your service should you be elected to serve, REC may obtain for such purposes consumer reports from a consumer reporting agency as described in the preceding paragraph. You hereby authorize REC to obtain such consumer reports.

You have been given a copy of this Disclosure and Authorization form. You have also been given a copy of a summary of your rights under the Fair Credit Reporting Act.

BY YOUR SIGNATURE BELOW, YOU HEREBY AUTHORIZE US TO OBTAIN A CONSUMER REPORT ABOUT YOU FOR PURPOSES DESCRIBED ABOVE.

Print Full Name

Former Name (e.g., if name changed through marriage or divorce)

Signature

Date

Address, City, State, Zip

Date of Birth

SS#

Driver's License Number

State Issued

Para información en español, visite www.consumerfinance.gov/learnmore o escribe a la Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.

A Summary of Your Rights Under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under FCRA. **For more information, including information about additional rights, go to www.consumerfinance.gov/learnmore or write to: Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.**

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take another adverse action against you – must tell you, and must give you the name, address, and phone number of the agency that provided the information.
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your “file disclosure”). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
 - a person has taken adverse action against you because of information in your credit report;
 - you are the victim of identity theft and place a fraud alert in your file;
 - your file contains inaccurate information as a result of fraud;
 - you are on public assistance;
 - you are unemployed but expect to apply for employment within 60 days.

In addition, all consumers are entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See www.consumerfinance.gov/learnmore for additional information.

- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.
- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the consumer

reporting agency, the agency must investigate unless your dispute is frivolous. See www.consumerfinance.gov/learnmore for an explanation of dispute procedures.

- **Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete, or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.
- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.
- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need – usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.
- **You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to www.consumerfinance.gov/learnmore.
- **You may limit “prescreened” offers of credit and insurance you get based on information in your credit report.** Unsolicited “prescreened” offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt out with the nationwide credit bureaus at 1-888-5-OPTOUT (1-888-567-8688).
- The following FCRA right applies with respect to nationwide consumer reporting agencies:

CONSUMERS HAVE THE RIGHT TO OBTAIN A SECURITY FREEZE

You have a right to place a “security freeze” on your credit report, which will prohibit a consumer reporting agency from releasing information in your credit report without your express authorization. The security freeze is designed to prevent credit, loans, and services from being approved in your name without your consent. However, you should be aware that using a security freeze to take control over who gets access to the personal and financial information in your credit report may delay, interfere with, or prohibit the timely approval of any subsequent request or application you make regarding a new loan, credit, mortgage, or any other account involving the extension of credit.

As an alternative to a security freeze, you have the right to place an initial or extended fraud alert on your credit file at no cost. An initial fraud alert is a 1-year alert that is

placed on a consumer's credit file. Upon seeing a fraud alert display on a consumer's credit file, a business is required to take steps to verify the consumer's identity before extending new credit. If you are a victim of identity theft, you are entitled to an extended fraud alert, which is a fraud alert lasting 7 years.

A security freeze does not apply to a person or entity, or its affiliates, or collection agencies acting on behalf of the person or entity, with which you have an existing account that requests information in your credit report for the purposes of reviewing or collecting the account. Reviewing the account includes activities related to account maintenance, monitoring, credit line increases, and account upgrades and enhancements.

- **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.
- **Identity theft victims and active duty military personnel have additional rights.** For more information, visit www.consumerfinance.gov/learnmore.

States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. For information about your federal rights, contact:

TYPE OF BUSINESS:	CONTACT:
<p>1. a. Banks, savings associations, and credit unions with total assets of over \$10 billion and their affiliates</p> <p>b. Such affiliates that are not banks, savings associations, or credit unions also should list, in addition to the CFPB:</p>	<p>a. Consumer Financial Protection Bureau 1700 G Street, N.W. Washington, DC 20552</p> <p>b. Federal Trade Commission Consumer Response Center 600 Pennsylvania Avenue, N.W. Washington, DC 20580 (877) 382-4357</p>
<p>2. To the extent not included in item 1 above:</p> <p>a. National banks, federal savings associations, and federal branches and federal agencies of foreign banks</p> <p>b. State member banks, branches and agencies of foreign banks (other than federal branches, federal agencies, and Insured State Branches of Foreign Banks), commercial lending companies owned or controlled by foreign banks, and organizations operating under section 25 or 25A of the Federal Reserve Act.</p> <p>c. Nonmember Insured Banks, Insured State Branches of Foreign Banks, and insured state savings associations</p> <p>d. Federal Credit Unions</p>	<p>a. Office of the Comptroller of the Currency Customer Assistance Group 1301 McKinney Street, Suite 3450 Houston, TX 77010-9050</p> <p>b. Federal Reserve Consumer Help Center P.O. Box 1200 Minneapolis, MN 55480</p> <p>c. FDIC Consumer Response Center 1100 Walnut Street, Box #11 Kansas City, MO 64106</p> <p>d. National Credit Union Administration Office of Consumer Financial Protection (OCFP) Division of Consumer Compliance Policy and Outreach 1775 Duke Street Alexandria, VA 22314</p>
<p>3. Air carriers</p>	<p>Asst. General Counsel for Aviation Enforcement & Proceedings Aviation Consumer Protection Division Department of Transportation 1200 New Jersey Avenue, S.E. Washington, DC 20590</p>
<p>4. Creditors Subject to the Surface Transportation Board</p>	<p>Office of Proceedings, Surface Transportation Board Department of Transportation 395 E Street, S.W. Washington, DC 20423</p>
<p>5. Creditors Subject to the Packers and Stockyards Act, 1921</p>	<p>Nearest Packers and Stockyards Administration area supervisor</p>
<p>6. Small Business Investment Companies</p>	<p>Associate Deputy Administrator for Capital Access United States Small Business Administration 409 Third Street, S.W., Suite 8200 Washington, DC 20416</p>
<p>7. Brokers and Dealers</p>	<p>Securities and Exchange Commission 100 F Street, N.E. Washington, DC 20549</p>
<p>8. Federal Land Banks, Federal Land Bank Associations, Federal Intermediate Credit Banks, and Production Credit Associations</p>	<p>Farm Credit Administration 1501 Farm Credit Drive McLean, VA 22102-5090</p>
<p>9. Retailers, Finance Companies, and All Other Creditors Not Listed Above</p>	<p>Federal Trade Commission Consumer Response Center 600 Pennsylvania Avenue, N.W. Washington, DC 20580 (877) 382-4357</p>

CRIMINAL HISTORY RECORD NAME SEARCH REQUEST

INSTRUCTIONS FOR COMPLETING THE CRIMINAL HISTORY REQUEST FORM

Pay By: Certified Check/Money Order or Business check made payable to "Virginia State Police"
OR we accept VISA and MasterCard
Personal Checks Not Accepted

Effective November 1, 2010, the public is hereby placed upon notice that returned checks or dishonored money orders and/or credit card payment denials will incur a handling fee of \$50 in addition to the amount of the original payment. Requesting goods or services will be deemed to be acceptance of these terms. Code of Virginia §2.2-4805.

Discard these Instructions Prior to Submitting to State Police

Refer to Page 2 of these Form Instructions for Pricing Structure and Types of Name Searches Available

If you are interested in obtaining a name search of the "Sex Offender and Crimes Against Minors Registry," refer to the instructions on page 2 of this form.

The Form Must be **TYPED OR NEATLY HAND-PRINTED**.
Complete the Criminal History Record Request by following these instructions:

- PURPOSE OF THIS REQUEST:** Primary reason for request.
- NAME INFORMATION TO BE SEARCHED:** Name, race, sex, date of birth, and social security number on whom the criminal record name search is to be conducted. Providing the social security number is voluntary; however, it is a screening tool that is used for this request to be processed in a more timely manner. Failure to provide this number may result in an inability to process this request due to multiple records with similar names and demographics. Without this additional identifier, the form may be returned to the requestor unprocessed, and the applicant will be required to submit a set of fingerprints along with this request form to determine if this applicant has a criminal record. Social Security Numbers provided will be used to help identify the proper record and will be used for no other purpose.
- AFFIDAVIT FOR RELEASE OF INFORMATION:** Individual's signature on which the search is to be conducted. The signature indicating consent must be notarized for the search to be conducted and mailed to the individual or authorized agent (if applicable).
- SIGNATURE OF PERSON MAKING REQUEST:** Affidavit must be signed by authorized agent and notarized to receive the search results.
- NAME AND MAILING ADDRESS OF AGENCY, INDIVIDUAL OR AGENT MAKING REQUEST:** Name and complete mailing address of the individual, agency or authorized agent to receive processed criminal record search must be completed.
- FEES FOR SERVICE:** Indicate fee that is submitted, based upon type of request. Fees for volunteer of non-profit organizations must be accompanied with their tax exempt number.
- METHOD OF PAYMENT:** Indicate method of payment

Mail the Completed SP-167 "Criminal History Record Request" to:

Virginia State Police
Central Criminal Records Exchange – NF
P.O. Box 85076
Richmond, Virginia 23261-5076

COMPLETE CRIMINAL

BACKGROUND CHECK ONLINE:

<https://vspapps.vsp.virginia.gov/catspublic/public/publicHome.html>

Instructions For Requesting a Search of the “Sex Offender and Crimes Against Minors Registry”

In accordance with Section 9.1-900 – 9.1-918, Code of Virginia, the Central Criminal Records Exchange of the Virginia Department of State Police is responsible for maintaining the above captioned Registry containing name, personal descriptive/conviction information and photographs of individuals convicted of specific sex offenses. The law also provides for the dissemination of sex offender registrations for the following purpose: Child/adult care, child minding, public/child protection, daycare services, volunteering services or employment. To request an inquiry of the Registry, SP-266 “Sex Offender and Crimes Against Minors Registry” name search forms may be obtained by downloading from the Virginia State Police website: <http://www.vsp.virginia.gov>.

There are two classifications of sex offenders: the sex offender and violent sex offender. A single name search can be conducted to determine if a person is convicted of a violent or sex offense by completing and SP-266 form. Violent sex offenders can be searched on the Virginia State Police website: Virginia State Police Sex Offender and Crimes Against Minors Registry <http://sex-offender.vsp.virginia.gov/sot/>.

Cost Structure and Types of Records Searches Available

CRIMINAL HISTORY RECORD	\$15.00 per search of Criminal History Name File.
COMBINATION CRIMINAL HISTORY/SEX OFFENDER REGISTRY	\$20.00 for a COMBINATION criminal history record name search conducted and a Sex Offender and Crimes Against Minors name search.
COMPLETE SEX OFFENDER REGISTRY	\$15.00 per search of the Sex Offender Registry only through the submission of an SP-266 “Sex Offender and Crimes Against Minors” name search request form.
VIOLENT SEX OFFENDERS	No Charge for searches conducted of violent offender registrations ONLY through the Virginia State Police website: Virginia State Police Sex Offender and Crimes Against Minors Registry http://sex-offender.vsp.virginia.gov/sot/ .
NON-PROFIT ORGANIZATION COMBINATION CRIMINAL HISTORY/SEX OFFENDER REGISTRY	\$16.00 for a COMBINATION criminal history record name search conducted for a “Criminal History Record Name Search” and “Sex Offender and Crimes Against Minors.” The purpose of this search is for volunteering services for a non-profit organization. The SP-167 must be submitted attached to documentation explaining the purpose of the search is for volunteering services for a non-profit organization. The documentation must include the name of the organization, address and the tax-exempt identification number of the organization.
NON-PROFIT ORGANIZATION COMPLETE SEX OFFENDER	\$8.00 for each name search of the Sex Offender Registry conducted for individuals volunteering for a non-profit organization. The SP-167 must be submitted attached to documentation explaining the purpose of the search is for volunteering services for a non-profit organization. The documentation must include the name of the organization, address and the tax-exempt identification number of the organization.