2020 Credentialing Process

Zonta International (ZI) calculates the number of votes each club is entitled to based on the Zonta Bylaws, Article X Convention, SECTION 4. Convention Voting Members.

Headquarters has emailed each club president the total number of paid members as of 1 March and their club’s number of entitled votes.

If you did not receive this email, contact Memberrecords@Zonta.org

When does the credentialing process open?

The online delegate registration will open early April. The Headquarters Membership Department will send an email to governors, lt. governors, the regional representative and club presidents notifying them that the online form is available for entry.

How do I access the form?

The form is available through a button on your club profile. The club president can see the button on the left-hand side of the club profile. Clicking the button will give the president access to the online form to complete the registration process for delegates. Due to the cancellation of the Zonta International Convention, the current objective is to implement electronic voting. As a result, clubs only need to register their delegate and alternate. These individuals should have a current email address and the ability to vote online.

Why is the credentialing registration process only online?

The online format which provides the following benefits to clubs and districts:

- Connection to the club and member’s ZI membership record for easy delegate and alternate selection.
- An automatic registration email confirmation to the club president.
- Governors and lt. governors receive timely club delegate registration reports.

When is the deadline to submit the online registration form?

All entries must be made by 15 May. The online registration form will close on 16 May so the Credentialing Committee can audit the registration report for accuracy and work with the voting platform company.

What if I need to make credentialing changes?

We encourage all clubs to make changes as soon as they know about them.