

**2026 Brandon Riverview Chamber of Commerce
Honorary Mayor's Race**

Application and Guidelines

The purpose of the Brandon Riverview Chamber of Commerce (BRCC) Honorary Mayor's Race is to choose a Brandon Riverview Mayor who will promote community spirit and have fun by bringing support and awareness to our local community charities. The candidates are encouraged to use initiative and imagination in their fundraising activities.

● **GENERAL**

- The Brandon Riverview Honorary Mayor's Race begins on April 1, 2026.
- The Brandon Riverview Honorary Mayor's Race ends on April 30, 2026 at midnight.
- No events can be scheduled for April 23, 2026 due to a previously scheduled BRCC event.
- Each candidate and their designated charities must be members of the Brandon Riverview Chamber of Commerce in good standing.

● **ELECTION/TABULATION OF MONEY**

- The candidate submitting the most money to the BRCC for tabulation shall be named Brandon Riverview Honorary Mayor (also referred to herein as the Honorary Mayor or Mayor).
- Tabulation of money shall be conducted by the President of the BRCC AND one current Board Member of the BRCC in the presence of each candidate and one representative of each candidate.
- Once assembled to tabulate the money, the BRCC President shall request the candidate put forth and identify ALL money being submitted for tabulation. Only cash or cashier's check drawn on an account owned by the sponsoring organization and payable to the Brandon Riverview Chamber of Commerce shall be accepted. When all candidates have submitted their money, the BRCC President shall announce that the submission is closed and tabulations will begin. No money will be accepted after the BRCC President announces that the submission is closed.
- Once the tabulation of the money has begun, no one will be permitted to enter or leave the tabulation room until all money has been counted.
- The order of tabulation of money shall be alphabetical, by the last name of the candidate.
- Any candidate submitting a check for tabulation which is returned for any reason, shall pay The Brandon Riverview Chamber of Commerce the face value of the check, plus any bank charges incurred by the Brandon Riverview Chamber of Commerce within ten (10) days of demand.
- **No money may be collected or received by or on behalf of a candidate before the start of the Brandon Riverview Honorary Mayor's Race which begins on April 1, 2026 and ends on April 30, 2026 at Midnight.** No membership dues, initiation fees, or other like fees or costs shall be submitted to the Brandon Riverview Chamber of Commerce for tabulation.
- All decisions of the Brandon Riverview Chamber of Commerce concerning the tabulation of money shall be final.
- The BRCC President and/or current BRCC Board Member shall announce the name of the new Brandon Riverview Honorary Mayor.

● **FUNDRAISING**

- The Brandon Riverview Chamber of Commerce has the authority to approve or reject any activity used to raise funds.
- Candidates may directly ask for donations. The Brandon Riverview Chamber of Commerce prefers that fundraising focus on community events whenever possible. All proceeds from these events should be submitted for tabulation. Direct solicitation is allowed, but candidates are encouraged to keep it limited and prioritize community-based fundraising efforts.

- The Brandon Riverview Chamber of Commerce requests candidates conduct themselves and their campaigns in accordance with the decorum of the office sought.
- The Brandon Riverview Chamber of Commerce assumes no liability for the safety of anyone participating in any event and each candidate is encouraged to obtain appropriate insurance.
- The Brandon Riverview Chamber of Commerce assumes no responsibility for the legality of any fundraising methods and encourages all candidates to determine for himself or herself that such methods comply with all local, state, and federal law and ordinances.
- **Planning for a candidacy and fundraising events may begin prior to the beginning of the Brandon Riverview Honorary Mayor's Race on April 1st. Deposits for events may be made and supplies may be purchased prior to the beginning of the Mayor's Race.**
- NO FUNDS shall be collected until April 1st, and funds will not be accepted after April 30th at midnight.
- TERMS OF OFFICE/SUCCESSION
 - The Brandon Riverview Honorary Mayor shall take office upon being named and shall serve for a term of one (1) year.
 - Deputy Honorary Mayor Role: The candidate who raises the second-highest amount will be named the Deputy Honorary Mayor. The Deputy Honorary Mayor may step in and represent the Brandon Riverview Chamber of Commerce when the Honorary Mayor is unavailable. This position will serve for a term of one (1) year congruent with the Honorary Mayor.
 - This role helps ensure BRCC events and appearances are always supported.
 - The Deputy Honorary Mayor is a valued ambassador and may assist with community events, outreach, and other duties as needed throughout the year.
 - Once named as Brandon Riverview Honorary Mayor, that person will NOT be eligible for the position again. Once named as Deputy Honorary Mayor, that person will be eligible for the position of Brandon Riverview Honorary Mayor in subsequent years.
 - The Honorary Mayor shall participate and be visible in the Brandon Riverview Chamber of Commerce area to maximize exposure of the chosen charities as well as BRCC.
 - Events include, but are not limited to:
 - Reading of Proclamations at Ribbon Cutting ceremonies hosted by the BRCC
 - Brandon Parade of Lights - participant and potential judge for following year.
- DISBURSEMENT OF MONEY SUBMITTED
 - Monies submitted to the Brandon Riverview Chamber of Commerce for tabulation in connection with the Brandon Riverview Mayor's Race shall be disbursed as follows:
 - Seventy-five percent (75%) to Designated Charity(ies) - Max of two (2)
 - Ten percent (10%) to Sponsoring Organization
 - Fifteen percent (15%) to the Brandon Riverview Chamber of Commerce
 - The Brandon Riverview Chamber of Commerce will disburse money submitted for tabulation within two (2) weeks.
 - Candidates may waive disbursement allocation to sponsoring organization in favor of designated charity(ies).
 - Candidates shall sign a letter of agreement (agree to process ALL payments relating to their Brandon Riverview Honorary Mayor Campaign to the Brandon Riverview Chamber of Commerce)
- APPLICATION/CANDIDATE
 - Applications will be reviewed by BRCC Mayoral Committee and applicants must be approved for candidacy
 - Candidates must live, work, or volunteer in the Brandon/Riverview area
 - Candidates must be 21 years of age
 - Candidates who do not receive the Mayoral title may reapply to run for the Brandon Riverview Honorary Mayor position in subsequent years.

- SPONSORING ORGANIZATION
 - The sponsoring organization **MUST** be designated as a Brandon or Riverview 501(c)(3) charity. Sponsoring organizations serve as campaign treasurer, and assist with the campaign, provide volunteers, organize fundraising events, and pay invoices for such events.
 - The candidate may designate only one (1) sponsoring organization
 - The sponsoring organization may also be one (1) of the two (2) designated charities
- DESIGNATED CHARITY(IES)
 - Designated charity(ies) must be registered as a 501(c)(3) and have one or more of the following ties with Brandon/Riverview; an office in Brandon and/or Riverview, documented service to the Brandon Riverview Community, or membership drawn primarily from Brandon and/or Riverview residents
 - All designated charities shall benefit the Greater Brandon/Riverview Community
 - The candidate may designate no more than two (2) charities
- APPLICATION/APPLICATION FEE
 - Each candidate shall submit their application on the official Brandon Riverview Chamber of Commerce form **by no later than March 15th**
 - Each candidate shall pay an application fee of \$50 payable to BRCC (to be refunded should the application not be accepted)
 - The Brandon Riverview Chamber of Commerce reserves the right to reject any application.
- DISQUALIFICATION
 - Should the winning candidate be disqualified for any reason, the Brandon Riverview Chamber of Commerce will designate the successor
- MISCELLANEOUS
 - Each candidate shall meet with Brandon Riverview Chamber of Commerce Mayoral Race Committee to review the duties and expectations of the Brandon Riverview Honorary Mayor candidate **PRIOR** to the beginning of the race on April 1st.
 - The Brandon Riverview Honorary Mayor shall perform ceremonial duties as approved by Brandon Riverview Chamber of Commerce.
 - The Brandon Riverview Honorary Mayor shall attend as many events of the Brandon Riverview Chamber of Commerce as their schedule permits (i.e. Ribbon Cuttings, Monthly Luncheons, After Hours, and the Brandon Parade of Lights)
 - Participation in the Brandon Parade of Lights is requested, the Honorary Mayor may provide a vehicle for the Parade or one will be provided by The Brandon Parade of Lights Committee.
- IMPORTANT DATES
 - March 15 - Application Deadline
 - April 1st - Begin Events/Collect Money
 - April 30th at Midnight - End of Race (money collected for tabulation)
 - May 7th - Distribution of check(s) for charity(ies) or within 2 weeks of April 30th

Candidate Applicant Name: _____

I have read and agree to adhere to 2026 Mayor’s Race Application and Guidelines as set forth.

Signature: _____ Date: _____

ATTACH LIST OF CHARITIES AND APPLICATION TO GUIDELINES

Charity of Choice (max of 2)

1) _____

Charity Tax ID: _____

Charity Rep Contact Name: _____

Charity Rep Phone Number: _____

Charity Rep Email: _____

2) _____

Charity Tax ID: _____

Charity Rep Contact Name: _____

Charity Rep Phone Number: _____

Charity Rep Email: _____

Sponsoring Organization: _____

Charity Tax ID: _____

Charity Rep Contact Name: _____

Charity Rep Phone Number: _____

Charity Rep Email: _____

This information may be made available to the media. Please ensure your name is printed clearly. Complete all items and include phone numbers and email addresses. Enclose a clear headshot photo.

CANDIDATE INFORMATION:

Candidate Name: _____

Residential Address: _____

Mailing Address: _____

Phone: _____ Cell Phone: _____

Email address: _____

Birthplace: _____ Year Moved Here: _____

Current Employment: _____

If retired, year: _____

Schools, Colleges, Degrees: _____

Previous Employment (Optional): _____

Clubs and Organizations (Years involved and offices held): _____

If married, Spouse's Name (include last name, if different): _____

Children's Names and Ages: _____

What are your GOALS as Brandon Riverview Honorary Mayor?
