

Candidate Filing Checklist (Special Dist.)

The forms, petitions, booklets and laws contained in this packet are subject to change without notice, in accordance with changes in State and/or Federal law. It is the responsibility of the candidate/committee to obtain updated information before filing, collecting signatures, etc. Please note that everything you submit is subject to challenge by any elector. If you have questions on the legality of the forms, petitions, and booklets, please seek your own legal counsel. The Elections office does not give out legal advice.

The UNOFFICIAL signature requirements are included as a guideline and are based on current Voter Registration numbers. The official number of signatures required on nomination petitions will be based on Voter Registration totals as of January 2 of the election year. **It is your responsibility to check the Election website after January 2 of the election year to obtain the official signature requirements. THIS OFFICE WILL NOT CALL CANDIDATES with the official numbers.**

*The candidate filing period for candidate nomination documents begins **June 6, 2020 at 8:00 a.m.** and ends **July 6, 2020 at 5:00 p.m.** Candidates (or their representatives) must present **ALL** of the necessary paperwork at one time. Candidates will be taken on a first-come, first-served basis. Please be prepared to wait into the evening, if necessary. Avoid the wait by filing early in the candidate filing period.*

1. STATEMENT OF INTEREST

- Each Candidate must file a Statement of Interest.

2. STATEMENT OF ORGANIZATION

- Each candidate or committee not intending to spend more than one thousand two hundred dollars (**\$1,200**) NO campaign finance reporting is required, unless the candidate raises or spends, in any combination, more than one thousand two hundred dollars (**\$1,200**)
- Each Candidate or committee must file a Statement of Organization within **10 days** after receiving or expecting money over the limit (**\$1,200**) [A.R.S. 16-905 (C)].

3. NOMINATION PAPER

- Make sure form is legible. (Please print or type)
- Candidate is properly registered to vote in the district and of the party he proposes to represent prior to filing.
- The precinct or district in which the office the candidate is seeking appears correctly on the nomination paper.
- Make sure you have answered every question and filled in every blank.
- Your name is written exactly how you want it to be printed on the ballot. Your last name must appear first. Nicknames are permissible as long as they do not suggest a title.

Candidate Filing Checklist (Special Dist.)

4. NOMINATION PETITIONS

- You must file at least the minimum number of signatures required for the office sought and no more than the maximum number. If there are too few, Elections Services cannot accept the nomination documents.
- Check to see that the circulator portion of each petition is complete:
 - *Did the circulator print his or her name, residence address, city or town, and county on the back of each petition?*
 - *Did the circulator sign the back of each petition? Any petition not completed by the circulator will not be accepted.*
- Check to see that the signature portion of each petition is complete:
 - *Is there a date for each signature?*
 - *Is there an actual residence address including city or town, or a description of the residence location, for each signature?*

5. COMMITTEE TERMINATION STATEMENT FORM

(Only required if a Statement of Organization was filed)

- After the election cycle is complete, committees must terminate. Until terminated, committees are required to continue filing periodic Campaign Finance Reports. A final Campaign Finance Report is due upon termination.

REMEMBER all necessary forms and the minimum number of signatures must be submitted with the initial filing. **A PARTIAL FILING WILL NOT BE ACCEPTED.** Additional petition submissions will be accepted any time after the initial filing until the end of the filing period.

*Election Services Staff will notarize forms, free of charge, if the signer presents picture identification.
Please be advised that a Notary may not always be available at your time of filing.*