

Villages of Fayette, Lyons, Metamora

FILING A 3-O PETITION

VILLAGE COUNCIL

Nominating Petition and Statement of Candidacy

(4-year term commencing January 1, 2022)

SIGNATURE REQUIREMENT: 10 Valid Signatures

FILING FEE: \$30

ELECTION DATE: November 2, 2021 General Election

FILING DEADLINE: By 4 p.m. on August 4, 2021

Once a petition is submitted and time stamped it is considered filed. No changes can be made or other action taken to alter its content. Acceptance of your filed petition by the Fulton County Board of Elections staff personnel does not guarantee approval. Statutory authority to review each petition for compliance with Ohio Election Law and subsequent approval is the responsibility of the members of the Board of Elections. Candidates are ultimately responsible for the correct and accurate preparation and circulation of their petitions. Petitions may be withdrawn before Board of Elections action, but may not be withdrawn after Board of Elections action.

Nominating Petition and Statement of Candidacy

For Nonpartisan Office Municipal Office

To be filed with the Board of Elections not later than 4 p.m. of the 90th day before the general election. If filing for an office in a charter municipality, refer to the charter for the filing deadline.

R.C. 3501.38, 3515.251, 3513.261, 3513.263

Statement of Candidacy

NOTE - The candidate must fill in, sign and date this statement of candidacy before the signatures of electors are affixed.

I, _____, the undersigned, hereby declare under penalty of election falsification that
Name of Candidate
 my voting residence address is _____, Ohio _____,
Street Number and Address, if any, (or rural route and number) City or Village Zip Code,
 and I am a qualified elector.

I further declare that I desire to be a candidate for election to the office of _____ in
Office
 the City or Village of _____ for the:
Name of City or Village
 Check one full term or unexpired term ending _____, in _____ County, Ohio at
Unexpired Term Ending Date County
 the general election to be held on the _____ day of November, _____.
Day Year

I further declare that I am an elector qualified to vote for the office I seek.

Dated this _____ day of _____, _____.
Day Month Year _____
Signature of Candidate

WHOEVER COMMITS ELECTION FALSIFICATION IS GUILTY OF A FELONY OF THE FIFTH DEGREE

I, _____, hereby designate the persons named below as a committee to represent me:
Name of Candidate

Name	Residence

Nominating Petition

We, the undersigned, qualified electors of the State of Ohio, whose voting residence is in the county, city, village, or township set opposite our names, hereby nominate _____ as a
Name of Candidate
 candidate for election to the office of _____ in the City or Village of _____
Office
 for the: one full term or unexpired term ending _____,
Name of City or Village Unexpired Term Ending Date
 to be voted for at the next general election, and certify said person is, in our opinion, well qualified to perform the duties of the office or position to which the person desires to be elected.

Signatures on this petition must be from only one county and must be written in ink.

Signature	Voting Residence Street Number and Address	City, Village, or Township	County	Date of Signing
1.				
2.				
3.				
4.				
5.				

Signature	Voting Residence Street Number and Address	City, Village, or Township	County	Date of Signing
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				

WHOEVER COMMITS ELECTION FALSIFICATION IS GUILTY OF A FELONY OF THE FIFTH DEGREE

Circulator Statement

Must be completed and signed by the circulator.

I, _____, declare under penalty of election falsification that I reside at the address
Printed Name of Circulator
 appearing below my signature; that I am the circulator of the foregoing petition containing _____ signatures;
Number
 that I witnessed the affixing of every signature; that all signers were to the best of my knowledge and belief
 qualified to sign; and that every signature is to the best of my knowledge and belief the signature of the person
 whose signature it purports to be or of an attorney in fact acting pursuant to section 3501.382 of the Revised Code.

Signature of Circulator

 Permanent Residence Address

 City or Village

 State

 Zip Code

REPORTING REQUIREMENTS

Please read the descriptions below to determine which category your candidacy falls under. Select the appropriate category by marking the line next to the number and sign at the bottom.

 1. Designation of Treasurer (Form 30-D)

Prior to receiving any contributions, or making any expenditure towards your election to office, you will need to file this form with the Board of Elections Office. The filing of campaign finance reports will be required. By not filing a form 30-D (Designation of Treasurer), a candidate indicates they will not receive or expend any funds...even their own...to influence the outcome of their election. See #3 Filing Fee Only Candidate.

 2. Local Candidate Waiver (requires Form 30-D & Form 31-BB)

A candidate's campaign committee may be exempt from the requirement to file campaign finance reports during an election year (except for the Form 30-D) if the candidate is running for:

1. An elected municipal office that pays an annual amount of \$5,000 or less.
2. A board of education office.
3. A township trustee or township fiscal officer.

In order to qualify for the Local Candidate Waiver, the candidate seeking election to any office listed above must file both Form 30-D (Designation of Treasurer) and Form 31-BB (Local Candidate Finance Report Waiver) within 10 days of filing a petition. The Form 31-BB requires the treasurer to agree that the campaign committee will not accept more than \$2,000 in aggregate contributions during the election period, no more than \$100 from any individual and not make expenditures totaling more than \$2,000. If the campaign committee exceeds any of these limitations, Form 31-BB is void and the campaign committee is thereafter responsible for filing all required reports including all activity occurring since the candidacy petition was filed. The \$100 per individual contribution restriction does not apply towards contributions made from the candidate's personal funds.

A campaign committee that qualifies for and operates under the conditions of the waiver is exempted from filing campaign finance reports, but is not exempt from keeping accurate records of all campaign finance activity which must be reserved for six years.

 3. Filing Fee Only Candidate

The payment of a filing fee by the candidate from the candidate's personal funds is not considered either a contribution or an expenditure that requires the filing of a Designation of Treasurer (30-D) form. Therefore, a candidate who receives no contributions and makes no expenditures, except for the filing fee paid from their own personal funds, is not required to file the (30-D) form to create a campaign committee and thus not subject to the reporting requirements. However, if the candidate files a Designation of Treasurer (30-D) form, the payment of a filing fee is a legitimate campaign expenditure that may be paid by campaign committee funds and reported as such.

I consider my candidacy as marked above,

Signature _____ Date _____

FULTON COUNTY BOARD OF ELECTIONS

135 Courthouse Plaza • Wauseon, Ohio 43567
Phone (419) 335-6841 • Fax (419) 337-2363

CANDIDATE FILING CHECKLIST

**Before filing your petitions carefully read, complete and sign the following checklist.
Candidates are ultimately responsible for the correctness and sufficiency of their petitions.**

Employees of the Fulton County Board of Elections are prohibited from pre-checking petitions prior to the date of filing by Directive 2011-18 issued by the Secretary of State. Information on how to complete petitions is provided in the Secretary of State's Candidate Handbook and Frequently Asked Questions.

- Statement of candidacy:** Completed-including required unexpired term ending or full term commencing date (if applicable) and candidate signature dated **prior** to circulating the petition.
- Nonpartisan Candidate Committee Designation:** (Optional)
- Nominating Petition/Petition for Candidate:** Completed-including unexpired term ending or full term commencing date (if applicable).
- Petition Signers:** Complete addresses and dates are required of all signers. Sufficient quantity of valid signatures to qualify, but not more than 3 times the number required. If the district of the office you are filing for encompasses more than one county, a separate petition must be used for each county.
- Correct Dates:** Dates of all signers must be on or after the day the candidate signed the "Statement of Candidacy" and the unexpired term ending or full term commencing date must be completed (if applicable).
- Circulator Statement:** Completed- including correct number of signatures on petition, address and signature of person circulating petition (even if candidate circulates petition, this must be signed).
- Once a petition is submitted and time stamped, it is considered filed. No changes can be made or other action taken to alter its content. Acceptance of your filed petition by the Fulton County Board of Elections personnel, does not guarantee approval. Statutory authority to review each petition for compliance with Ohio Election Law and subsequent approval, is the responsibility of the members of the Board of Elections. Candidates are responsible for the accurate preparation and circulation of their petitions. Petitions may be withdrawn before the Board of Elections takes action to certify to the ballot, but may not be withdrawn after Board of Elections action.**
- I have read and understand all of the above.**

Signature _____

Date _____

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www.fultoncountyoh.com

Frequently Asked Questions (F.A.Q.) & Common problems with Petitions

- **When Do I Sign & Date the “Statement of Candidacy”?**: The “Statement of Candidacy” must be completed and signed **PRIOR** to circulating the petition. Any signatures signed prior to the date the candidate signed are invalid.
- **Must I complete the “Statement of Candidacy” section on each part petition?**: Yes, however you can complete these sections and photocopy it, although the original petition with the candidates original signature must be filed when the petitions are filed. This section must be completed prior to circulating the petition.
- **Where can I find term dates, Election date and the filing deadline?** : These dates are listed on the cover sheet of the petition packet. They are also available by calling our office during normal business hours.
- **Can one person sign the petition on behalf of another?**: One person may not sign a petition on behalf of another voter, even if the person signing has Power of Attorney with the exception of a process called “Attorney in Fact” that a person may file with the Board of Elections office to allow another person to sign on their behalf.
- **What if the Signature is illegible?**: The person signing the petition must sign the petition the same way their signature is on file at the Board of Elections; however, a voter can sign and print their name both in the “Signature” line to aid in identifying the voter.
- **Can a signer of the petition print their signature or use an “X” as their signature?**: The signature must match the Board of Elections records; however, a person may register with a printed signature or an “X” as their signature.
- **Can any sections be filled out by someone other than the voter on the petition signatures section?** : Yes, any field other than signature may be filled out by another person.
- **What if the County isn’t complete on the petition signature?**: If the county isn’t complete next to the petition signers signature, it will not affect the validity of the signature.

- **What if the signature dates are not sequential?:** Dates being out of order will not affect the validity of the petition or the signatures contained on it; however, signatures must be the same day or after the candidate signs the statement of candidacy.
- **If I am a partisan candidate, who can sign my petition?:** Voters who are registered in the same party or as non-affiliated voters.
- **Does the circulator have to witness each and every signature?:** Yes, a single circulator must witness each signature on a petition.
- **Who cannot sign a petition?:** Any voter who lives outside the district the candidate is running for may not sign. The circulator may not sign the petition they are circulating (although they may sign another petition passed by another circulator). Candidates may not sign any of their own petitions. Please note that the candidate still signs the “Statement of Candidacy” and the Circulator still signs the “Circulator Statement”.
- **What if the person isn’t registered or needs to update their registration?:** They can still sign as long as they update their information prior to the filing of the petitions. The circulator may collect voter registration forms and they can be filed when the petitions are filed. Any registrations filed in this manner will be processed prior to processing the petitions.
- **If the “Circulator Statement” has a different number of signatures than the number who signed, will that invalidate the part petition?:** The number of signatures in the “Circulator Statement” should be the number of signatures contained on each petition, minus any that are crossed out. If the number in the “Circulator Statement” is more than the number of signatures contained in the petition, the petition is still valid. If the number contained in the “Circulator Statement” is less than the number of signatures on the petition, the part petition is invalid.
- **Can employees of the Board of Elections check my petitions prior to filing?:** No, however the Board of Elections office has a public lookup function available online that will allow the filer to look up any voter and check their registered name and address prior to filing. Any other questions about the completeness of the petition will be directed to the information provided by the Secretary of State and the Board of Elections.
- **What is the minimum and maximum number of signatures I can file?:** Each office has a different number of required signatures, so the minimum number would be the number of required valid signatures and the maximum would be 3 times the number of required signatures. It is not recommended that you only file the minimum number of required signatures, even if you are confident that each signature is correct.
- **Can people from multiple counties sign my petition? :** If the district of the office you are filing for encompasses more than one county, a separate petition must be used for each county. All petitions, regardless of county, are filed with the most populous county and then distributed to the other counties for verification.

- **Who can circulate my petitions?** : Anyone who is over 18 years of age, a resident of Ohio and is not incarcerated or on post release control for a felony may circulate a petition. A circulator does not need to be a registered voter to pass a petition. If the candidate is running for a partisan race the circulator must also be a member of the same political party as the candidate.
- **If the candidate circulates the petition, do they still need to complete the “Circulator Statement”?** : Yes, if the circulators statement is not completed, including the signature, the petition is invalid.
- **On the Non-Partisan petition form there is a section for committee, what is this for?:**
Since non-partisan candidates do not have a party to represent them if they are unable to run for office the candidate may appoint a “committee” to represent them and can do so by filling in the appropriate section of the petition form. This part is optional; however please note that the “Nominating Petition” section must be completed on each petition.
- **When is a term date required on a petition?:** If a candidate is running for an unexpired term the “unexpired term ending” date is always required. If a candidate is running for a full term then the “full term commencing” date is only required if the petition form has a section for “full term commencing”. If there is just a check box next to full term, checking the box is all that is required for the petition. If you do not know the term date for the office you seek, these dates are listed on the cover sheet of the petition packet. They are also available by calling our office during normal business hours.
- **If I realize I made an error on my petitions after they are filed can I make a change?:**
Once petitions are filed they cannot be changed, supplemented or returned to the candidate. You can withdraw your petitions any time prior to the Board action of certifying your name to the ballot; and file a new set of petitions including another filing fee, any time before the filing deadline.