

## VILLAGE BOARD CANDIDATE INFORMATION

### Qualifications for Office

All candidates must be a qualified elector\* of the village and residing in the village at the time of the election.

\*A qualified elector is defined in Wis. Stat. § 6.02, as a U.S. citizen, 18 years of age or older, who has resided in the election district for at least 10 consecutive days before an election at which he or she offers to vote and who is not disqualified by virtue of one or more of the impediments described in Wis. Stat. § 6.03.

**Note:** No person may hold any state or local elected office in Wisconsin if the person has been convicted of a felony in any court in the United States unless the person has been pardoned of the conviction. Additionally, no person may have his or her name placed on the ballot for any state or local elective office in Wisconsin if the person has been convicted of a felony in any court in the United States unless the person has been pardoned of the conviction (Wis. Const. Art. XIII, § 3(3)). Any person who falsely signs this statement could be convicted of a violation of Wis. Stat. § 12.13(3)(a), (am).

### Ballot Access Procedure

All candidates must complete the following three ballot access documents:

1. Campaign Registration Statement (ETHCF-1)
2. Declaration of Candidacy (EL-162)
3. Nomination Papers for Nonpartisan Office (EL-169)

### Nomination Paper Procedure

1. Nomination Papers for Nonpartisan Office (EL-169) containing sufficient signatures must be filed, along with the Campaign Registration Statement (ETHCF-1) and Declaration of Candidacy (EL-162), **no later than 5:00 p.m. on Tuesday, May 15, 2018**. If a candidate fails to file any of these forms with the clerk by this deadline, the clerk cannot place the candidate's name on the ballot.
2. Nomination papers (EL-169) must be filled out correctly. In order to be sufficient, the following information is required for each section.
  - a. Candidate information (top of form). All information concerning the candidate must be completed in full **before** circulating this form to obtain signatures of electors, including:
    - i. Name of the candidate as it will appear on the ballot
    - ii. Candidate's residential (physical) address (number and street and municipality for voting purposes)
    - iii. Candidate's mailing address (if different from the residential address). If the mailing address is the same as the residential address except for the

municipality, the municipality used for mailing must also be provided (Union Grove, Sturtevant or Franksville).

- iv. Zip code
  - v. Type of election (check “Special”)
  - vi. Date of election (“June 12, 2018”)
  - vii. Title of office sought (either “President” or “Trustee”)
  - viii. Leave Branch, district or seat number section blank
  - ix. Name of jurisdiction in which candidate seeks office (“Village of Yorkville”)
  - x. Mark either the “him” or “her” box in the paragraph between the candidate information section and the elector signature section
- b. Signatures of electors section (middle of page). Each row should contain the following:
- i. Signature of elector (need not be legible)
  - ii. Printed name (must be legible)
  - iii. Address including street number and name
  - iv. Municipality of residence for voting purposes (should be Village of Yorkville for all signers)
  - v. Complete date of signing (Date must be between the first day to circulate and the nomination paper filing deadline)
- c. A nomination paper circulator (whether the candidate or another individual) must be a qualified elector of Wisconsin or, if not a resident of Wisconsin, a U.S. citizen, age 18 or older who would be eligible to vote in Wisconsin if he or she were a resident.
- d. Certification of circulator must include (bottom of page - complete this section **after** signatures have been collected):
- i. Name of circulator
  - ii. Address of circulator (number, street and municipality for voting)
  - iii. Date of certification (Date must be on or after the latest date of a signer)
  - iv. Signature of circulator (need not be legible)
3. The number of signatures collected must fall between 56 and 112

### **Additional Comments/Suggestions**

- The “common” information on all nomination/registration paperwork (e.g. candidate name, candidate address, office sought, jurisdiction name, election date, etc.) **must** match across all forms
- Electors can sign nomination papers for as many candidates as they are able to vote for on the ballot - one President candidate and up to four Trustee candidates. Electors can only sign a candidate’s paperwork once. If an elector signs more than the number of

times permitted, their signature may be stricken from the nomination paper they most recently signed.

- Be sure to confirm that the individual signing your nomination paperwork is a qualified elector of the village. Signatures may be challenged and stricken from your nomination paperwork if the signer is not a qualified elector.
- The Depository Institution Information section on the Campaign Registration Statement (ETHCF-1) must be completed (A9-A13). Failure to complete this section will result in your registration paperwork being deemed incomplete.
- The Declaration of Candidacy (EL-162) must be signed in front of a notary public or other qualified official, such as a county or municipal clerk