

## Rules for filing DESIGNATING PETITIONS-2 PAGES

***NOTE: All petitions will be taken at face value***

**NOTE: ALL Sections in this box must be completed correctly it's an automatic invalidation of the petition by the Commissioners.**

### **SECTION #1**-Petition Heading

- **Party** you are running under and **Date of Election** must be entered at top of petition.
- **Name of Candidate (YOUR NAME)**; a candidate may use his/her name adopted in good faith and by which he/she is recognized in the community. *Election Law §7-102*
- **Town, Office Title and Term of Office** in which the candidate is running (i.e.: if office is to fill a vacancy it MUST state as much).
- **Address**: Enter residence address and PO Box if applicable.

### **SECTION #2** – Vacancy Committee

- The failure to list a committee to fill vacancies *shall not be a fatal defect*. However, if a vacancy occurs and there is no committee listed, the petition fails and the vacancy cannot be filled.
- A candidate may be a member of his/her own vacancy committee.
- Members of vacancy committees for designating petitions have to be residents of the district & registered voters.
- At least three (3) members are needed to form a vacancy committee.

### **SECTION #3** – Signatures

- The signer must be of the party that the petition is for. A voter can only sign the number of petitions that there are offices on the ballot. (i.e.: *If (2) Town Councilmen positions available a voter can only sign up to (2) petitions for that office.*)
- An alteration or correction of information appearing on a signature line, other than the signature itself and the date, shall not invalidate the signature. *Section §6-134.6*
- If making corrections in the “Residence” or “Town” section of a petition, draw only one line through it to correct it. ***All corrections made on a petition must be initialed. No unexplained alteration should be made to the petition or any information on it.***
- Avoid using White-Out on petitions. If a mistake is made on the “Date” or “Signature” section, draw a line through the entire row, then start again on the next row down.
- “Town” refers to the signer’s voting district, **NOT** his or her *mailing address*. (i.e.: a mailing address may be “Belmont, NY”, but the voting district is “Amity”).

### **SECTION #4** – Statement of Witness

- The Person carrying the petition door to door gathering the signatures is the *Witness*; therefore, the Statement of Witness section must be filled out by said person.
- The Witness must be registered in the party that the petition is being carried for. However, a Notary Public can also carry a petition *regardless* of party affiliation. The Notary section must be completed by Notary Public. The notary must administer an oath to each signer. This is a special petition-please call Board of Elections for details.
- On designating petitions ***ONLY***, the witness does not have to live in the same district to carry the petition. They just need to be an enrolled voter of the party that the petition is for and live in New York State.
- The witness statement must be filed out before entering the Board of Elections for filing. A witness (petition carrier) may not be a petition signer for the same office. This is true regardless of whether it is for different candidates or the same candidate also running on an independent line. If you were the signer of a designating petition, then you cannot carry an independent petition. You may never witness your own signature.

### **FILING: Election Law 6215.1**

- If you have (2) or more sheets for your petition, sheets must be numbered sequentially.
- Petition sheets must be fastened together to hold the pages together in numerical order. (***NO PAPER CLIPS***)

### **COVER SHEETS: Election Law 6215.2**

- If you have 10 or more petition sheets, you must have a completed cover sheet securely attached to the front of each volume. The BOE has blank cover sheets available.

### **CORRECTIONS: Election Law §6215.7**

- Within two (2) business days, of the receipt of the petition, the board shall review the petition to determine whether the petition complies with the requirements set by the Board of Elections. After which the Commissioners will notify the candidate by overnight mail or fax of the errors that need to be addressed.
- The candidate will have three (3) business days from the date of the determination to cure the violation.
- Cover sheet deficiencies may be corrected by the filing of an amended cover sheet. Such cure or correction must be received by the Board of Elections no later than the third (3<sup>rd</sup>) business day following such determination.

## SAMPLE OF HOW A PETITION SHOULD LOOK

### DESIGNATING PETITION Sec 6-132, Election Law

I, the undersigned, do hereby state that I am a duly enrolled voter of the **(Name of Party Here) Party** and entitled to vote at the next primary election of such party, to be held on **(Date of Primary Election)**; that my place of residence is truly stated opposite my signature hereto, and I do hereby designate the following named person (persons) as a candidate (candidates) for the nomination of such party for public office or for election to a party position of such party.

#### Section #1

Names(s) of Candidate(s)	Public Office or Party Position	Place of Residence <small>(PO address if different)</small>
Minnie Mouse	Town of Disney Town Supervisor	1 Goofy Lane, Disney, NY 10210 PO Box 456, Disney NY 10210

I do hereby appoint (insert the names and addresses of at least 3 persons, all of whom shall be enrolled voters of said party) as a committee to fill vacancies in accordance with the provisions of the election law.

1. Daisy Duck
11 Dewey Dr. W Disney, NY 14563
2. Anita Radcliffe
6 Sunshine Dr. Disney, NY 10210
3. Baloo Bear
3 Little Bear Run Disney, NY 10210

#### Section #2

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND, THE DAY AND YEAR PLACED OPPOSITE MY SIGNATURE

#### Section #3

	Date	Name of signer(signature required)	Residence Address	Town
1	6/6/xx	<i>Donald Duck</i>	11 Dewey Drive, W Disney, NY 14563	Disney
2	6/10/xx	<i>Snow White</i>	11 Peter Pan Lane, Disney, NY 10210	Disney

#### Section #4

### STATEMENT OF WITNESS

I, (name of witness) \_\_\_\_\_ state: I am a duly qualified voter of the State of New York and am an enrolled voter of the Democratic Party. I now reside at (residence address) \_\_\_\_\_

Each of the individuals whose names are subscribed to this petition sheet containing (fill in number) \_\_\_\_ signatures, subscribed the same in my presence on the dates above indicated and identified himself to be the individual who signed this sheet. I understand that this statement will be accepted for all purposes as the equivalent of an affidavit and, if it contains a material false statement, shall subject me to the same penalties as if I had been duly sworn.

DATE \_\_\_\_\_ SIGNATURE OF WITNESS \_\_\_\_\_

**WITNESS IDENTIFICATION INFORMATION:** The following information for the witness named above must be completed prior to filing with the Board of Elections in order for this petition sheet to be valid.

Town of Disney

County of Make Believe