

STATE BOARD OF ELECTIONS

TO: POTENTIAL CANDIDATES
FROM: STATE BOARD OF ELECTIONS
SUBJECT: PETITION FILING INSTRUCTIONS
DATE: JULY 2007

Enclosed are the following forms, which are prescribed by Illinois Law and/or required by the State Board of Elections. Please visit Election Information at www.elections.il.gov

- 1. Notice To Candidates Who Have Changed Names**
P.A. 94-1090, effective June 1, 2007 mandates certain action by candidates who have changed names within three years before the last day for filing petitions. Please refer to form SBE No. P-28.
- 2. Data Entry Card*** (For SBE office use only)
Complete the appropriate sections but **do not bind with the petition**. A line has been provided for the candidate to list (optional) his/her campaign website address. The Board's website will provide links to the websites of candidates who provide this information.
- 3. Nominating Petitions***
The packet contains 5 original petition sheets. Duplication of these sheets is permitted **prior** to circulation.
- 4. Statement of Candidacy***

**** The Candidate's name should appear in the same form on the Data Entry Card, Petition Sheets, and the Statement of Candidacy. The Board will certify every candidate's name as it appears on page #1 of the petition. Please see 10 ILCS 5/7-17, 8-8.1 and 10-5.1 for information on designation of names on petitions or nomination papers.***

Please be advised that petitions are subject to legal challenge by objectors.

You are strongly advised to obtain legal advice on the following subjects: (1) your legal qualifications for office; (2) the proper method for completing the petition forms with respect to the office; (3) the minimum number of signatures required; and (4) the qualifications of the signers and circulators, etc. The State Board of Elections does not provide legal advice to candidates.

5. **Statement of Economic Interests** (if applicable – **does not** apply to Federal offices or political party offices)
A receipt indicating that the Statement has been filed with the Office of the Secretary of State, Index Department, 111 E. Monroe, Springfield, IL 62756 must be filed with the petition no later that **5:00 p.m. on the last day to file.**
6. **Loyalty Oath** (optional)
7. **Statement of Presidential Preference** (delegates & alternates)
8. **Code of Fair Campaign Practices** (optional)
If you plan to file this statement, **DO NOT** bind this document with your petitions. Please submit it separately at the time of filing.
9. **Certificate of Deletions**
In order to delete signatures, established party candidates must file form SBE P-2A. Independent candidates must file both the SBE P-2A and P-2B forms.
Only the person circulating the petition, or the candidate on whose behalf the petition is circulated, may strike any signature from the petition.

OFFICE HOURS

Nominating petitions may only be filed with the Board's Principal Office in Springfield. The Principal Board office will be open ***Monday - Friday*** during the petition filing period from 8:00 a.m. through 5:00 p.m. On the first day of filing, anyone who is in line as of 8:00 a.m., as well as those petitions received in **the first mail delivery***, will be deemed filed at 8:00 a.m. and are eligible for any lottery for ballot position. In the past, as many as 800 petition filers have been present for the first day of filing. The number of filers, their level of preparedness, and other factors will affect the time required for the filing process (which may take several hours). Please keep this in mind and be aware of the time element when making travel plans. Further, the filing line always extends outside of the building and onto the sidewalk, so you should dress appropriately for the weather outside.

* Individuals who wish to mail petitions and want to qualify for the 8:00 a.m. lottery must use the U. S. Postal Service and must address petitions to the State Board of Elections, P.O. Box 4187, Springfield, IL 62708. Mail is not delivered to the principal office street address until the afternoon and petitions sent to the street address do not qualify for the lottery. Petitions sent by delivery services other than the U.S. Postal Service do not qualify for the lottery.

In accordance with 10 ILCS 5/7-1 et seq., 8-1 et seq., and 10-1 et seq., petitions for any Federal, State, Congressional, Legislative, Representative, Judicial District, Circuit or Subcircuit, or any division or district greater than one county must be filed with the **principal office** of the State Board of Elections, 1020 South Spring, Springfield, Illinois.

FILING CLOSES AT 5:00 P.M. ON THE LAST DAY OF FILING AND THE PETITIONS MUST BE TIME STAMPED BY 5:00 P.M. IT IS NOT SUFFICIENT TO BE IN LINE AT 5:00 P.M. NO PETITION WILL BE ACCEPTED AFTER 5:00 P.M. EVEN IF THE INDIVIDUAL IS IN LINE FOR PROCESSING. PLEASE ALLOW EXTRA TIME FOR TRAVEL AND THE POSSIBILITY OF A LINE ON THE FINAL AFTERNOON OF FILING.

FILING PERIODS

**OCTOBER 29 - NOVEMBER 5, 2007
(First day to circulate - August 7, 2007)**

President of the United States (**Democratic Party and Green Party only**)

U. S. Senate

Representatives in Congress (all 19 districts)

Delegates and Alternate Delegates (**Democratic Party only**)

State Senators - State Senators - For 4-Year Terms

Districts 2, 3, 5, 6, 8, 9, 11, 12, 14, 15, 17, 18, 20, 21, 23, 24, 26, 27, 29, 30, 32, 33, 35, 36, 38, 39, 41, 42, 44, 45, 47, 48, 50, 51, 53, 54, 56, 57 and 59

Representatives in the General Assembly (all 118 districts)

Judicial Offices (vacancies which occur on or before October 14, 2007)

Regional Superintendent of Schools, Multi-County Regions (vacancies)

Prairie Dupont Levee & Sanitary District

NOVEMBER 19 - NOVEMBER 26, 2007

Special Judicial Filing Period for judicial vacancies which occur during October 15 through November 5, 2007

**NOVEMBER 28 - DECEMBER 5, 2007
(First day to Circulate - September 6, 2007)**

President of the United States (**Republican Party only**)

Delegates and Alternate Delegates (**Republican Party only**)

PETITION COPY REQUESTS

Board staff will begin accepting requests for petition copies starting at 3 p.m. on the first day of each filing period. Petition copy charges are \$.25 per sheet. Payment must accompany the request. No copies will be made until full payment is made either in the Springfield or Chicago office of the Board (in person or by mail). The Board accepts **only** cash or checks for payment of petition copy requests.

OBJECTIONS

Objections may be filed in either the Springfield or Chicago office of the State Board of Elections. Under the provisions of 10 ILCS 5/10-8, individuals who wish to file an objection to a candidate's nominating petition must file **BOTH** an original **plus** one copy. Board staff will not make copies of objection petitions for filers.

Historically, the Board's offices receive numerous objection filings on the last day to file. Potential objectors are cautioned that all objections must be **FILE STAMPED NO LATER THAN 5:00 P.M.** on the last day to file objections (5 business days following the last day to file nominating petitions). Please plan accordingly. ***NO OBJECTION FILING WILL BE ACCEPTED AFTER 5:00 P.M., EVEN IF THE OBJECTOR IS IN LINE FOR PROCESSING.***

OBJECTION FILING DATES

Oct. 29 - Nov. 5, 2007 petition filing

Nov. 19 - 26, 2007 petition filing

Nov. 28 - Dec. 5, 2007 petition filing

Nov. 6, 7, 8, 9 & 13 objection filing

Nov. 27, 28, 29, 30 & Dec. 3, objection filing

Dec. 6, 7, 10, 11 & 12 objection filing

DEADLINE TO WITHDRAW FROM INCOMPATIBLE OFFICES

Oct. 29 - Nov. 5, 2007 petition filing

Nov. 19 - 26, 2007 petition filing

Nov. 28 - Dec. 5, 2007 petition filing

Nov. 13, 2007

Dec. 3, 2007

Dec. 12, 2007

BALLOT FORFEITURE

The Illinois Campaign Disclosure Act states that any candidate who owes a fine to the State Board of Elections cannot appear on an election ballot. ***Therefore, the name of any candidate whose committee has an outstanding assessment not paid by 10:30 a.m. on December 6, 2007 will not be certified for the February 5, 2008 General Primary Election ballot. The name of any candidate whose committee has an outstanding assessment not paid by 10:30 a.m. on August 29, 2008 will not be certified for the November 4, 2008 General Election ballot.***