

STATE BOARD OF ELECTIONS

TO: Potential Candidates
FROM: State Board of Elections
SUBJECT: Fox Waterway/Regional School Trustee Petition Filing Instructions
DATE: September 2018

You are strongly advised to obtain legal advice on the petitioning process, including 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.**

Enclosed are the following forms, which are prescribed by Illinois Law and/or required by the State Board of Elections. For additional information on filing, the 2019 Candidate's Guide is available for download at <http://www.elections.il.gov/>.

1. **Data Entry Card*** (For SBE office use only)
Complete the appropriate sections, but **do not bind with the petition.**
2. **Statement of Candidacy***
3. **Nominating Petitions***
The packet contains 1 original petition sheet. Duplication of this sheet is permitted only **prior** to circulation.
4. **Loyalty Oath** (optional)
5. **Code of Fair Campaign Practices** (optional)
If you plan to file this statement, **DO NOT** bind this document with your petitions.
6. **Certificate of Deletions**
In order to delete signatures, file form SBE P-2A. Only the person circulating the petition, or the candidate on whose behalf the petition is circulated, may strike any signature from the petition. If this certificate/s is included with the petition, please place it at the end of the petition.

A Statement of Economic Interests must be filed with the county clerk's office in the county where the body's principal office is located. A receipt indicating that

the Statement has been filed with the county clerk must be filed no later than 5 p.m. on the last day to file petitions with the State Board of Elections.

* 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 signature page #1 of the petition. Please see 10 ILCS 5/8-8.1 and 10-5.1 for information on designation of names on petitions or nomination papers.

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. to 5:00 p.m. On the first day of filing, anyone who is in line at 8:00 a.m. will be deemed filed at 8:00 a.m., and is eligible for any lottery for ballot position. If a filer is in line at 8:00 a.m. on the first day of filing but the petition is not ready to be filed as of the time of processing the last filer in line at 8:00 a.m., then the petition will be deemed filed at the actual time of its filing (not as of 8:00 a.m.) and the candidate will not be eligible for any ballot position lottery. **A simultaneous lottery will also be held if 2 or more petitions are filed for the same office and party during the last hour of the last day of filing.**

The State Board of Elections no longer maintains a P.O. Box. All mailed petitions should be addressed to the State Board of Elections Springfield office at 2329 S. MacArthur Blvd., Springfield IL 62704-4503. In order to be deemed filed in any opening hour lottery for ballot position, your petition packet must be included in the first regular **United States Postal Service** mail delivery of the day (NOT UPS, FED Ex or any other carrier) on the first day of filing.

FILING CLOSSES AT 5:00 P.M. ON THE LAST DAY OF FILING. A SIMULTANEOUS LOTTERY WILL ALSO BE HELD IF 2 OR MORE PETITIONS ARE FILED FOR THE SAME OFFICE AND PARTY DURING THE LAST HOUR OF THE LAST DAY OF FILING.
P.A. 97-1044

FILING PERIOD

December 10-17, 2018

(First day to circulate - September 18, 2018)

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 an original **plus two copies**. Board staff will not make copies of objection petitions for filers. For objections which will be heard by an electoral board other than the State Board of Elections, it is also mandatory that two copies of the objection be filed along with the original objection.

Historically, the Board's offices have received 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 PRIOR TO 5:00 P.M.**

OBJECTION FILING

December 10-17, 2018 petition filing

December 24, 2018 - last day to object

DEADLINE TO WITHDRAW FROM INCOMPATIBLE OFFICES

December 10-17, 2018 petition filing

December 24, 2018

IMPORTANT NOTICE

Effective with the 2018 Primary Election and continuing thereafter, the State Board of Elections will implement a limited "apparent conformity" review of all nominating petitions filed with the Board. The review will take place after a petition is filed, and will be limited to determining the following: (1) whether a signed Statement of Candidacy has been filed, and (2) whether the filed nominating sheets contain gross signatures equal to or exceeding 10% of the minimum number of signatures required for the office sought.

All candidates whose petitions fail the apparent conformity review will be notified in writing and given the opportunity to appear before the State Board of Elections at its first meeting held to call petition objection cases before a determination is made to reject the candidate's petition on the basis of non-conformity.

Additionally, SBE employees will no longer be available during filing periods to notarize documents.

STATE BOARD OF ELECTIONS

(Please print name as it appears on the first signature page of the petition)

NAME: _____

COUNTY OF RESIDENCE: _____

ADDRESS: _____

CITY: _____ **ZIP CODE** _____

OFFICE:

_____ Regional Board of School Trustees

_____ Counties

_____ Fox Waterway Agency

Director _____ Lake _____ McHenry

OFFICE USE ONLY

FILING DATE: _____

TIME: _____

STATEMENT OF CANDIDACY Y or N

HOW FILED:

LOYALTY OATH Y or N

C - CANDIDATE

ECONOMIC INTEREST Y or N

A - AGENT

LAST PAGE NUMBER _____

M - MAIL

STATEMENT OF CANDIDACY

NONPARTISAN

NAME	ADDRESS-ZIP CODE	OFFICE	CITY, VILLAGE OR SPECIAL DISTRICT

(for unexpired terms, specify "2 year unexpired term" or "4 year unexpired term" along with the office in the "OFFICE" space provided above)
If required pursuant to 10 ILCS 5/10-5.1, complete the following (this information will appear on the ballot)

FORMERLY KNOWN AS _____ UNTIL NAME CHANGED ON _____
(List all names during last 3 years) (List date of each name change)

STATE OF ILLINOIS)
) SS.
County of _____)

I, _____ being first duly sworn (or affirmed), say that I reside at _____, in the City, Village, Unincorporated Area of _____ (if unincorporated, list municipality that provides postal service) Zip Code _____, in the County of _____, State of Illinois; that I am a qualified voter therein, that I am a candidate for Nomination/Election to the office of _____ in the _____ Name of City, Village or Special District to be voted upon at the election to be held on _____ (date of election) and that I am legally qualified to hold such office and that I have filed (or I will file before the close of the petition filing period) a Statement of Economic Interests as required by the Illinois Governmental Ethics Act and I hereby request that my name be printed upon the official ballot for Nomination/Election to such office.

(Signature of Candidate)

Signed and sworn to (or affirmed) by _____ before me, on _____
(Name of Candidate) (insert month, day, year)

(SEAL)

(Notary Public's Signature)

**PETITION FOR NOMINATION
(FOX WATERWAY MANAGEMENT AGENCY)**

We, the undersigned, qualified voters in the Fox Waterway Management Agency, in the County of _____ and State of Illinois, do hereby petition that the following named person shall be a Nonpartisan Candidate for election to the office hereinafter specified, in the political division aforesaid, to be voted for at the _____ Election to be held on _____ (date of election).

NAME	OFFICE	ADDRESS

(for unexpired terms, specify "2 year unexpired term" along with the office in the "OFFICE" space provided above)

If required pursuant to 10 ILCS 5/10-5.1, complete the following (this information will appear on the ballot)

FORMERLY KNOWN AS _____ UNTIL NAME CHANGED ON _____
(List all names during last 3 years) (List date of each name change)

NAME (VOTER'S SIGNATURE)	VOTER'S PRINTED NAME (optional)	STREET ADDRESS OR RR NUMBER	CITY, TOWN OR VILLAGE	COUNTY
1.			,IL	
2.			,IL	
3.			,IL	
4.			,IL	
5.			,IL	
6.			,IL	
7.			,IL	
8.			,IL	
9.			,IL	
10.			,IL	

State of _____)
County of _____)

SS.

I, _____ (Circulator's Name) do hereby certify that I reside at _____, in the City/Village/Unincorporated Area of _____ (if unincorporated, list municipality that provides postal service) (Zip

Code) _____, County of _____, State of _____ that I am 18 years of age or older (or 17 years of age and qualified to vote in Illinois), that I am a citizen of the United States, and that the signatures on this sheet were signed in my presence, not more than 90 days preceding the last day of filing of the petitions and are genuine and that to the best of my knowledge and belief the persons so signing were at the time of signing the petition registered voters of the political division in which the candidate is seeking elective office, and their respective residences are correctly stated, as above set forth.

(Circulator's Signature)

Signed and sworn to (or affirmed) by _____ before me, on _____
(Name of Circulator) (Insert month, day, year)

(Notary Public's Signature)

(SEAL)

ATTACH TO PETITION

10 ILCS 5/7-10.1

Suggested
Revised July, 2004
SBE No. P-1C

L O Y A L T Y O A T H
(OPTIONAL)

United States of America)
)
State of Illinois) SS.

I, _____, do swear (or affirm) that I am a citizen of the United States and the State of Illinois, that I am not affiliated directly or indirectly with any communist organization or any communist front organization, or any foreign political agency, party, organization or government which advocates the overthrow of constitutional government by force or other means not permitted under the Constitution of the United States or the Constitution of this State; that I do not directly or indirectly teach or advocate the overthrow of the government of the United States or of this State or any unlawful change in the form of the governments thereof by force or any unlawful means.

(Signature of Candidate)

Signed and sworn to (or affirmed) by _____ before me,
(Name of Candidate)

on _____.
(insert month, day, year)

(Notary Public's Signature)

(SEAL)



STATE BOARD OF ELECTIONS STATE OF ILLINOIS

ARTICLE 29B FAIR CAMPAIGN PRACTICES ACT

10 ILCS 5/29B-5. Purpose. The Legislature hereby declares that the purpose of this Article is to encourage every candidate for public office in this State to subscribe to the Code of Fair Campaign Practices. It is the intent of the Legislature that every candidate for public office in this State who subscribes to the Code of Fair Campaign Practices will follow the basic principles of decency, honesty and fair play in order to encourage healthy competition and open discussion of issues and candidate qualifications and discourage practices that cloud issues or unfairly attack opponent. (Source: P.A. 86-873.)

10 ILCS 5/29B-10. Code of Fair Campaign Practices. At the time a political committee, as defined in Article 9, files its statement of organization, the State Board of Elections, in the case of a state political committee or a political committee acting as both a state political committee and a local political committee, or the county clerk, in the case of a local political committee, shall give the political committee a blank form of the Code of Fair Campaign Practices and a copy of the provisions of this Article. The State Board of Elections or county clerk shall inform each political committee that subscription to the Code is voluntary. The text of the code shall read:

CODE OF FAIR CAMPAIGN PRACTICES

There are basic principles of decency, honesty, and fair play that every candidate for public office in the State of Illinois has a moral obligation to observe and uphold, in order that, after vigorously contested but fairly conducted campaigns, our citizens may exercise their constitutional right to a free and untrammelled choice and the will of the people may be fully and clearly expressed on the issues.

THEREFORE:

- (1) I will conduct my campaign openly and publicly, and limit attacks on my opponent to legitimate challenges to his record.
- (2) I will not use or permit the use of character defamation, whispering campaigns, libel, slander, or scurrilous attacks on any candidate or his personal or family life.
- (3) I will not use or permit any appeal to negative prejudice based on race, sex, sexual orientation, religion or national origin.
- (4) I will not use campaign material of any sort that misrepresents, distorts, or otherwise falsifies the facts, nor will I use malicious or unfounded accusations that aim at creating or exploiting doubts, without justification, as to the personal integrity or patriotism of my opposition.
- (5) I will not undertake or condone any dishonest or unethical practice that tends to corrupt or undermine our American system of free elections or that hampers or prevents the full and free expression of the will of the voters.
- (6) I will defend and uphold the right of every qualified American voter to full and equal participation in the electoral process.
- (7) I will immediately and publicly repudiate methods and tactics that may come from others that I have pledged not to use or condone. I shall take firm action against any subordinate who violates any provision of this Code or the laws governing elections.

I, the undersigned, candidate for election to public office in the State of Illinois or chairman of a political committee in support of or opposition to a question of public policy, hereby voluntarily endorse, subscribe to, and solemnly pledge myself to conduct my campaign in accordance with the above principles and practices.

Date

Signature

Office Sought

(Print Name)

Date of Election

Name of Political Committee

CERTIFICATION OF DELETIONS

I, _____, Candidate or Circulator (circle one) do hereby certify that I have properly initialed the deletions of signatures, listed hereinafter by page and line numbers, from the petition of _____ (Name of Candidate) who is a candidate for election or nomination (circle one) to the office of _____ at the _____ Election to be held on _____ (date of election).

Page No.	Line No.	Page No.	Line No.	Page No.	Line No.

 (Signature of Person Deleting Signatures)

Only the person circulating the petition, or the candidate on whose behalf the petition is circulated, may strike any signature from the petition. If deletions are made, this **CERTIFICATION OF DELETIONS** shall be filed as part of the petition.