Petition Check List Prior to Filing

- The Board of Elections does not give legal advice, and suggests the candidate review all applicable Charter and Ohio Revised Code sections.

- Prior to filing a petition for public office, please verify all items below have been completed in order to ensure the petition is accurate and sufficient.

- Ohio law does not permit any corrections or additions to the petition once it is filed with the BOE. Petition Pre-checks are prohibited.

Ensure the following are completed:

___ Registration Name and address of the candidate, including zip code, is filled in on each part-petition. Name and address must be the same as that on record with the Board of Elections.

___ Office sought is clearly printed on each part-petition including, indication of the full or unexpired term (unexpired term must include the date term); ward/district if applicable.

___ Date that candidate signed is completed on each part-petition prior to collecting any signatures.

___ Signature of candidate appears on each part-petition. One original candidate signature is required; pencil and erasable pen is not acceptable. Petition must have at least one voter's signature.

___ Signatures of voters are complete, including signature, address, complete municipality name, and date (pay close attention to the date; voters often fill this space with a zip code).

___ Signatures are recorded in ink. Pencil and erasable pen are prohibited.

___ Circulator Statement on each and every part-petition must be completed by the individual collecting the signatures on any part-petition. The number of signatures, circulator's signature in ink, address and party affiliation are filled in. Circulator must be 18 years old, but is not required to be a registered voter.

Special Requirements:

___ Independent candidates in partisan communities: choose “nonparty candidate,” “other party candidate,” or “no designation” if available on petition.

___ Partisan candidates indicate on petitions the party’s nomination they seek.

___ Partisan candidates collected signatures from unaffiliated electors, or electors from same party (to the best of the candidate’s/ electors’ knowledge).

___ Judicial candidates list their full corresponding term date (full or unexpired).

___ Court of Common Pleas candidates indicate which division to which they seek election (Domestic Relations, General, Juvenile, Probate).

__________________________________________          ___________ ______________
Signature of Candidate or Representative                     Date