

# Candidate Petition Guide

## *For all candidates running in a partisan primary*

Complete the Declaration of Candidacy before circulating:

**NOTE – THE CANDIDATE MUST FILL IN, SIGN AND DATE THIS DECLARATION BEFORE PETITIONS ARE CIRCULATED.**

I, **Step 1**, the undersigned, hereby declare under penalty of election falsification that my voting residence address is **Step 2**, **Step 3**, Ohio **Step 4**, and I am a qualified elector.  
(Name of Candidate)  
(Street and Number, if any, or Rural Route Number)  
(City or Village) (Zip Code)

I hereby declare that I desire to be a candidate for nomination to the office of **Step 5** as a member of the **Step 6** Party from the **Step 7** District for the: (check one)  full term or  unexpired term ending **Step 8**, at the primary election to be held on the **Step 9** day of **Step 9**.

I hereby declare that, if elected to this office or position, I will qualify therefor, and I will support and abide by the principles enunciated by the **Step 10** Party.

Dated this **Step 11** day of **Step 11**.

**Step 12**  
(Signature of Candidate)

### Instructions:

- Step 1:** Print your name.
- Step 2:** Print your street address.
- Step 3:** Print your city or village name.
- Step 4:** Print your zip code.
- Step 5:** Print the name of the office you are seeking.
- Step 6:** Print your political party.
- Step 7:** Print the number of the district (if applicable).
- Step 8:** Check either the full-term box, or the unexpired term box if running for a vacant seat. You must then enter the term ending date (the date before the full term begins).
- Step 9:** Print the primary election date.
- Step 10:** Print your political party.
- Step 11:** Print today's date.
- Step 12:** Sign your name.

**Next, complete the Petition for Candidate section before circulating your petition.**

### PETITION FOR CANDIDATE

(This petition shall be circulated only by a member of the same political party as stated above by the candidate)

We, the undersigned qualified electors of the State of Ohio, whose voting residence is in the county, city, village, or township, set opposite our names, and members of the **Step 13** Party, hereby certify that **Step 14**, whose declaration of candidacy is filed (Name of Candidate) herewith, is in our opinion, well qualified to perform the duties of the office or position to which the person desires to be elected.

#### Instructions:

- Step 13:** Print your political party.  
**Step 14:** Print your name.

**Tip: Complete one part-petition and make enough copies of that original copy to collect no more than two times the minimum number of signatures required to file. You need to file at least one part-petition with an original signature on the Declaration of Candidacy. The rest of your part-petitions may be photocopies.**

**You are now ready to circulate your petition. Remember the following guidelines:**

- Only qualified electors may sign a petition. Electors must reside in the district for which the office/issue being sought governs for signature to be considered. ([R.C. 3501.38 \(A\)](#))
- For purposes of signing or circulating a petition of candidacy for party nomination or election, an elector is considered to be a member of a political party if he voted in the party's primary election within the preceding two calendar years, or if he did not vote in any others party's primary election within the preceding two calendar years.
- **FOR RACES IN DISTRICTS THAT INCLUDE MORE THAN HURON COUNTY-** Each part petition that is filed shall contain signatures of electors from only one county. In case petitions containing signatures of electors of more than one county are filed, the county from which the majority of signatures came, and only signatures from such county shall be considered. Signatures from any other county shall be invalid.
- Each signature must be an original signature of an elector, or the elector is duly appointed attorney in fact acting pursuant to [R.C. 3501.382](#), written in ink. "Signature" means that person's written, cursive-style legal mark written in that person's own hand. ([R.C. 3501.38\(B\)\(D\)](#))
- Each signer's residential address and the date of signing must be placed on the petition after the elector's signature. ([R.C. 3501.38\(C\)](#)) -No P.O. boxes are permitted. ([R.C. 3501.38\(C\)](#))
- A candidate may circulate his or her own petition but cannot sign his or her own petition as an elector.

- A circulator may not sign the same petition paper that he or she is circulating. However, an otherwise eligible circulator may sign a petition paper being circulated for the same office/issue by a different circulator.
- After circulating the petition, the circulator must complete the circulator statement indicating the number of signatures witnessed and contained on petition, circulator's name, address, and signature. ([R.C. 3501.38\(E\)\(1\)](#))
- Except as otherwise provided in section R.C. 3501.382, if a circulator knowingly permits an unqualified person to sign a petition paper or permits a person to write a name other than the person's own on a petition paper, the petition paper is INVALID. ([R.C. 3501.38\(F\)](#))
- Be sure to get more signatures than the minimum requirement.
  - Recommendation Only: Twice the minimum amount required.
  - No petition shall contain more than three times the minimum number of required signatures.
- The original petition with the candidate's original signature must be filed at the same time as all part-petitions are filed. ([R.C. 3501.38\(K\)](#))
- A petition may not be amended after being filed with the Board of Elections. No alterations, corrections, or additions may be made to a petition. ([R.C. 3501.38\(I\)\(1\)](#))