

GENERAL INFORMATION FOR FILING A NOMINATION PETITION WITH THE DELAWARE COUNTY BUREAU OF ELECTIONS

**For the 2018 Primary, the only office filing
Nomination Petitions with the Delaware County
Bureau of Elections is the office of County
Democratic Committee Member**

**The below instructions refer only to Nomination
Petitions for the office of County Democratic
Committee Member**

Please read carefully the following guidelines before circulating and submitting Nomination Petitions. Also be certain to read all sections of the actual Nomination Petition prior to circulation.

First Day to Circulate Nomination Petitions . . . February 13, 2018
Last day to File Nomination Petitions ... March 6, 2018

1. The **name of the candidate as it will appear on the ballot MUST be on the front top and the legal face of the petition** (bottom backside of the petition).
2. The **complete mailing address of the candidate must be legibly printed** on the front top of the petition and on the candidate's affidavit (back side of the petition). **Be certain to list post office where mail is to be sent** as well as the city, borough or township of residence. The post office may be Broomall but township is Marple or post office may be Bryn Mawr but Township is Radnor
Example: John T. Doe
123 Main Street
Broomall (Marple Twp) PA 19008
3. **Nicknames** (not derivatives of your legal name) should not be used on nomination petitions.
4. **No** ditto marks.
5. The last day for candidates to file petitions with the Bureau of Elections is March 6, 2018. We anticipate that the line of candidates waiting to file will be longest on March 2nd and March 5th.
6. All petitions must be notarized before filing with the Bureau of Elections.
7. If more than one petition page is used, they shall be bound (ex. clipped or stapled) together when submitted for filing.

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8. Petition pages shall be numbered consecutively beginning with number one, at the foot of each petition page (not on receipt). Front side of petition is page 1 and back side is page 2.
9. If you wish copies of your Nomination Petition for your records, make them prior to filing the petitions in the Bureau. If you request copies of your Nomination Petitions in the Bureau a charge of .25\$ per page will be charged.
10. If you printed your Nomination Petition from Bureau of Elections' website, where we have posted PDFs of the Nomination Petition and all instructions, be certain to print the Nomination Petition as DUPLEX (two-sided, Front and Back Head to Head) on plain white 8 1/2 X 14" (Legal Size) paper. This requirement (by Pennsylvania State Law) CANNOT be satisfied by printing each side of the duplex Nomination Petition on a separate sheet and affixing the two sheets together. Failure to reproduce the Nomination Petition forms correctly may result in the rejection of those forms.
11. If you are uncertain how to print the PDF properly you may wish to Google, the process for your computer/printer's operating system or consult with an office supply or printing store.
12. Due to changes in language in the circulator's affidavit on nomination petitions the Bureau of Elections wishes to share with you the following excerpt from the January 22, 2014 Commonwealth of Pennsylvania, Department of State Memo:
"The purpose of this memorandum is to inform the county boards of elections that the Secretary of the Commonwealth has revised the form of the circulator's affidavit and the instructions that relate to nomination petitions. The newly-prescribed form and instructions are the outcome of recent litigation against the Secretary in *Villa v. Aichele*, No. 2:13-cv06374 (E.D. Pa. 2013)... It is important to note that while neither the Secretary nor the county boards of elections may reject nomination petitions on the basis that the circulator does not reside in the district specified in the nomination petition, candidates should be aware that the nomination petitions may be challenged in either Commonwealth Court or the courts of common pleas on the basis that the circulator does not reside in the district..."

A complete copy of the memorandum may be obtained upon request in the Delaware County Bureau of Elections.
13. Candidates may find the following websites helpful:
www.dos.state.pa.us/bcel Bureau of Commissions, Elections & Legislation
www.ethics.state.pa.us State Ethics Commission
www.co.delaware.pa.us/depts/election County Bureau of Elections

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF STATE
BUREAU OF COMMISSIONS, ELECTIONS AND LEGISLATION

2018 PENNSYLVANIA ELECTIONS IMPORTANT DATES TO REMEMBER

First day to circulate and file nomination petitions	February 13
Last day to circulate and file nomination petitions	March 6
First day to circulate and file nomination papers.....	March 7
Last day for withdrawal by candidates who filed nomination petitions	March 21
First day to apply for a civilian absentee ballot.....	March 26
Last day to REGISTER before the primary	April 16
Last day to apply for a civilian absentee ballot.....	May 8
Last day for County Board of Elections to receive voted civilian absentee ballots	May 11
GENERAL PRIMARY	May 15
First day to REGISTER after primary	May 16
Last day for County Board of Elections to receive voted military and overseas absentee ballots (submitted for delivery no later than 11:59 P.M. on May 14)	May 22
Last day to circulate and file nomination papers	August 1
Last day for withdrawal by candidates nominated by nomination papers.....	August 8
Last day for withdrawal by candidates nominated at the primary	August 13
First day to apply for a civilian absentee ballot.....	September 17
Last day to REGISTER before the November election	October 9
Last day to apply for a civilian absentee ballot.....	October 30
Last day for County Boards of Elections to receive voted civilian absentee ballots	November 2
GENERAL ELECTION	November 6
First day to REGISTER after November election	November 7
Last day for County Board of Elections to receive voted military and overseas absentee ballots (submitted for delivery no later than 11:59 P.M. on November 5)	November 13

Note: All dates in this calendar are subject to change without notice.

Delaware County Bureau of Elections Nomination Petition Signature Counts and Filing Fees

OFFICE	NUMBER OF SIGNATURES	FILING FEE – Only where noted
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COUNTY WIDE

COUNTY COUNCIL	250	\$100.00
DISTRICT ATTORNEY	250	\$100.00
CONTROLLER	250	\$100.00
REGISTER OF WILLS	250	\$100.00
SHERIFF	250	\$100.00

CHESTER CITY [THIRD CLASS]

MAGISTERIAL DISTRICT JUDGE	100	\$50.00
SCHOOL DIRECTOR	100	
MAYOR	100	\$25.00
CITY COUNCIL	100	\$25.00
CITY CONTROLLER	100	\$25.00
CONSTABLE	10	\$10.00
JUDGE OF ELECTION	10	
INSPECTOR OF ELECTION	5	

TOWNSHIP [FIRST CLASS]

MAGISTERIAL DISTRICT JUDGE	100	\$50.00
SCHOOL DIRECTOR	10	
AUDITOR	10	
MAYOR	10	
TOWNSHIP CONTROLLER	10	
TOWNSHIP TREASURER	10	
TAX COLLECTOR	10	
COUNCIL-AT-LARGE	10	
COUNCIL	10	
TOWNSHIP COMMISSIONER	10	
CONSTABLE	10	\$10.00
JUDGE OF ELECTION	10	
INSPECTOR OF ELECTION	5	

Delaware County Bureau of Elections Nomination Petition Signature Counts and Filing Fees

OFFICE	NUMBER OF SIGNATURES	FILING FEE – no fee required unless indicated
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TOWNSHIP [SECOND CLASS]

MAGISTERIAL DISTRICT JUDGE	100	\$50.00
SCHOOL DIRECTOR	10	
AUDITOR	10	
TAX COLLECTOR	10	
TOWNSHIP SUPERVISOR	10	
COUNCIL-AT-LARGE	10	
COUNCIL	10	
CONSTABLE	10	\$10.00
JUDGE OF ELECTION	10	
INSPECTOR OF ELECTION	5	

BOROUGHES

MAGISTERIAL DISTRICT JUDGE	100	\$50.00
SCHOOL DIRECTOR	10	
AUDITOR	10	
CONTROLLER	10	
TAX COLLECTOR	10	
MAYOR	10	
COUNCIL	10	
CONSTABLE	10	\$10.00
JUDGE OF ELECTION	10	
INSPECTOR OF ELECTION	5	

PARTY OFFICES

REP COMMITTEEMAN	10	
REP COMMITTEEWOMAN	10	
DEM COMMITTEE MEMBER	10	

Signatures must be procured within the legal period for securing same: and this Petition must be filed in the office of the County Board of Elections on or before the last day prescribed by law.

EACH SIGNER MAY SIGN PETITIONS FOR AS MANY CANDIDATES FOR EACH OFFICE AS HE CAN VOTE FOR, AND NO MORE

COMMONWEALTH OF PENNSYLVANIA

PETITION

To have name of Candidate Printed upon the Official Ballot for the Primary Election

We, the undersigned, all of whom are qualified electors of _____ County and _____
(ELECTORAL DISTRICT IN WHICH THE NOMINATION OR ELECTION IS TO BE MADE) and are registered and enrolled members of the _____ Party or Policy, hereby petition the County Board of Elections of _____ County to have the name of _____
(TYPEWRITE, PRINT OR WRITE PLAINLY THE ABOVE NAME AS YOU WISH IT TO APPEAR ON THE OFFICIAL BALLOT) whose Profession, Business or Occupation is _____ Place of Residence is _____
(WITH STREET, NUMBER (WHERE POSSIBLE) AND ZIP CODE) printed upon the Official ballot of the Aforesaid Party in the said District, for the General Primary for the year 20 _____, as a candidate for the Office of _____
(TITLE OF OFFICE)

SIGNERS ARE CAUTIONED TO AVOID THE USE OF DITTO MARKS

SIGNATURE OF ELECTOR	PRINTED NAME OF ELECTOR	PLACE OF RESIDENCE			DATE OF SIGNING
		House No.	Street or Road	City, Borough or Township	
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					

AFFIDAVIT OF CIRCULATOR

COMMONWEALTH OF PENNSYLVANIA }
COUNTY OF } SS:

Before me, the undersigned authority in and for said State and County, personally appeared the undersigned, who, being duly sworn according to law, did depose and say that he or she is a qualified elector duly registered and enrolled as a member of the political party referred to in this petition; that his or her residence is as set forth below; that the signers to the foregoing petition signed the same with full knowledge of the contents thereof; that their respective residences are correctly stated therein; that they all reside in the said political district; that each signed on the date set opposite his or her name; and that, to the best of deponent's knowledge and belief, the signers are qualified, registered and enrolled electors of the designated party of the aforesaid political district.

Sworn to and subscribed before me

this _____ day of _____, 20 _____

(SIGNATURE OF CIRCULATOR)

(PRINTED NAME OF CIRCULATOR)

(OFFICIAL TITLE)

(STREET ADDRESS)

(POST OFFICE)

My Commission expires _____

(CITY, BOROUGH OR TOWNSHIP)

CANDIDATE'S AFFIDAVIT

COMMONWEALTH OF PENNSYLVANIA }
COUNTY OF } SS:

Before me, the undersigned authority in and for said State and County, personally appeared the undersigned, who being duly sworn according to law, did depose and say that his or her residence is as set forth below; that he or she is a qualified elector duly registered and enrolled as a member of the political party and of the political district referred to in this petition; that the name of the office for which he or she consents to be a candidate is

(TITLE OF OFFICE)

that he or she is eligible for said office; that he or she will not knowingly violate any election law, or any law regulating and limiting nomination and election expenses, and prohibiting corrupt practices in connection therewith.

Sworn to and subscribed before me

this _____ day of _____, 20 _____

(SIGNATURE OF CANDIDATE)

(PRINTED NAME OF CANDIDATE)

(OFFICIAL TITLE)


(STREET ADDRESS)

(POST OFFICE)

My commission expires _____

(CITY, BOROUGH OR TOWNSHIP)

(E-MAIL ADDRESS, optional)

Election District of Candidate  _____ Ward _____ District

Party _____
Office of _____
City }
Borough } of _____
Township }
_____ Ward _____ District
For a _____ Term

**PETITION
To Have Name of**

(Write or print name plainly as you wish it to appear on ballot)

As Candidate Printed
On the Official Ballot
of
The Above Named Party,
District and Office
For the
GENERAL PRIMARY
For the Year 20 _____

Filed in the Office of the County Board of Elections.

_____ 20 _____

Clerk.