## NOMINATION PAPER FOR NONPARTISAN OFFICE

l Town l Village	Name of municipality for mailing purposes	State WI	zip code	Type of election  spring		Election date		
City		1 1		□ spe			ce	
le of office Branch Branch district District Seat			nct or seat number		Name of jurisdiction or district in whi		nen candidate seeks office	
didate so that voters will have the chich the candidate named above s	adidate, whose name and address a apportunity to vote for ☐ him or ☐ eeks office. I have not signed the	her for the nomination	ne office listed above on paper of any other	e. I am	eligible to vate for the s	ote in the jurisdiction of ame office at this election	district	
THE MUNICIPALITY U	SED FOR MAILING PURPOSES, WHI THE NAME OF THE MUNICIPAL					E, IS NOT SUFFICIENT.		
SIGNATURES OF ELECTO		STREET & NUMBER OR RURAL ROUT Rural address must also include box or fi					DATE OF SIGNING	
1.					Town Village City			
2.					Town Village City			
3.					Town Village City			
l.				□ Town □ Village □ City				
5.					Town Village City			
6.					Town Village City			
7.					Town Village City			
8.					Town Village City			
9.					Town Village City			
0.					Town Village City			
	CERTIFICA	TION O	F CIRCULATOR	<u> </u>				
	(Name of cir	culator)				_, certify:		
ide at	(Circulator's residence -	Include nu	ımber, street, and mu	ınicipalit	y.)		·	
t the candidate seeks to represent	aper and personally obtained each. I know that each person signed the I reside within the district which the under ss.12.13(3)(a), Stats.	e paper v	vith full knowledge o	f its cont	tent on the o	date indicated opposite h	is or her na	
	<u> </u>							
(Date)					(Signature	of circulator)		

EB-169 (Rev.11/2000) (Reformatted 2/2001) The information on this form is required by ss.8.10, 8.15, 8.50, 120.06, Stats. This form is prescribed by the State Elections Board, 132 E. Wilson St., Suite 200, P.O. Box 2973, Madison, WI 53701-2973, 608 266-8005. http://elections.state.wi.us seb@seb.state.wi.us

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## INSTRUCTIONS FOR PREPARING NOMINATION PAPERS FOR NONPARTISAN OFFICE

This is a sample nomination paper form. It conforms to the statutory requirements for nomination papers for nonpartisan office. All information concerning the candidate must be completed in full before circulating this form to obtain signatures of electors. All information concerning the signing electors and the circulator must be completed in full before filing with the appropriate filing officer. This form may be reproduced in any way. A candidate's picture and biographical data may also be added to this form. The State Elections Board has determined that no disclaimer or other attribution statement is required on nomination papers.

<u>Page Numbers</u> – Number each page consecutively, beginning with "1", before submitting to the filing officer. A space for page numbers has been provided in the lower right-hand corner of the form.

<u>Candidate's Name</u> - Insert the candidate's name as it will appear on the ballot. A candidate may use his or her full legal name, or any combination of first name, middle name, and initials or nickname with last name. No abbreviations or titles are permitted. A nickname is defined as a familiar or shortened form of a proper name by which an individual is commonly known. Names which are not familiar or shortened forms of proper names, such as "Red," "Skip," or "Lower Taxes," are not permitted. A nickname is a substitute for the candidate's legal name. It is not permissible to add the nickname in quotes between the first and last name. For example, John "Jack" Jones is not acceptable, but Jack Jones is.

<u>Candidate's Residence</u> - If a candidate's municipality of residence is different from the municipality used for mailing purposes, both must be given. Indicate if the municipality of residence is a town, village, or city.

<u>Date of Election</u> - Insert the date of the election. If the nomination paper is being circulated for a spring election, the date is the first Tuesday in April. If the election is a special nonpartisan election, the date of the special election must be listed.

<u>Title of Office</u> - The name of the office must be listed <u>along with any branch, district, or seat number</u> that clearly identifies the office the candidate is seeking. If necessary, the name of the jurisdiction that identifies the office, such as Dane County Circuit Court Judge, Branch 3, must also be listed.

<u>Name of Jurisdiction</u> - The nomination papers must also indicate the municipality or jurisdiction in which the signing electors are qualified to vote, as it relates to the office sought by the candidate named on the nomination paper. For example, for a statewide office the jurisdiction is the State of Wisconsin. Others may be the county, town, village, city, aldermanic district, school district, or town sanitary district, as required.

<u>Signatures of Electors</u> - Only qualified electors of the jurisdiction or the district the candidate seeks to represent may sign the nomination papers. Each elector's municipality of residence must be listed on the nomination paper along with the mailing address, including any street, fire or rural route number, box number (if rural route) and street or road name. The Street & Number or Rural Route section for each elector's address is split into two lines. The first line is for the street address. The second line is for the municipality for mailing purposes. The Municipality of Residence listed for each signing elector must clearly identify the town, village or city where the elector's voting residence is located. A post office box number alone does not show where the elector actually resides. The date the elector signed the nomination paper, including month, day and year, must be indicated. Ditto marks that follow correct and complete address or date information are acceptable. The circulator may add any missing or illegible address or date information before the papers are filed with the filing officer.

<u>Signature of Circulator</u> - The circulator should carefully read the language of the *Certification of Circulator*. THE CIRCULATOR MUST PERSONALLY PRESENT THE NOMINATION PAPER TO EACH SIGNER. **THE NOMINATION PAPER MAY NOT BE LEFT UNATTENDED ON COUNTERS OR POSTED ON BULLETIN BOARDS**. The circulator's complete address (<u>including municipality of residence</u>) must be listed in the certification. After obtaining signatures of electors, the circulator must sign the certification.

Other Instructions - Candidates and circulators should review ElBd. 2.05, 2.07, Wis. Adm. Code.

- Nomination papers must be in the physical custody of the appropriate filing officer by the filing deadline. A postmark on the filing deadline is **NOT** sufficient. Nomination papers **CANNOT** be faxed to the filing officer.
- Nomination papers with the required number of signatures must be filed with the appropriate filing officer **no later than 5:00 p.m.** on the first Tuesday in January (or the next day if the first Tuesday is a holiday) before the spring election. Special elections may have different filing deadlines. Check with the filing officer.
- In order for a candidate's name to be placed on the ballot, a candidate must file a *Campaign Registration Statement* (EB-1), a *Declaration of Candidacy* (EB-162), and *Nomination Papers* (EB-169) containing the appropriate number of signatures for the office sought no later than the filing deadline. s.8.10(3), Stats. Candidates for state office and municipal judge must also file a statement of economic interests with the State Ethics Board by the third business day after the nomination paper filing deadline. s.19.43, Stats. If any one of these required forms is not filed by the deadline, the candidate's name will not be placed on the ballot. s.8.30, Stats.
- > If a candidate or circulator has any questions, he or she should contact the filing officer.

EB-169 (Rev. 11/2000) Instructions