



# County Charter Commission Petition Rules

Updated 7/17/2009

THE TERM "PART-PETITION" REFERS TO ONE PETITION FORM.

THE TERM "PETITION" REFERS TO THE ENTIRE SET OF PART-PETITION FORMS.

## Statement of Candidacy Section

- The "Statement of Candidacy" portion of each part petition must be completely filled out and signed by the candidate(s) before being circulated. (R.C. 3513.07, 3513.261).
  - Form No. 3-K Single Candidate
    - Printed name of candidate;
    - Candidate's street and number;
    - City and zip code;
    - Complete the "Dated this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_."
    - Signature of candidate
  - Form No. 3-L Several Candidate
    - Complete the "Dated this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_."
    - Name of Candidates and Voting Residence
    - Signatures of Candidates

## Voter Signature Section

- Only qualified electors may sign a petition. An elector's qualifications are determined as of the date the petition is filed. (R.C. 3501.38 (A))
- Each signature must be an original signature of an elector or the elector's 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), 3501.382, 3501.011, 3519.051)
- Each signature must be personally affixed by a registered elector who is qualified to vote on the candidacy or by the elector's duly appointed attorney in fact who is acting pursuant to R.C. 3501.382. The elector's name may be printed underneath or next to the elector's signature. (R.C. 3501.38)
- Each signer's residence address and the date of signing must be placed on the petition after the elector's signature. (R.C. 3501.38 (C)). The signer or petition circulator may use ditto marks for all information, except the signature.
- The electors of a petition must live in the same jurisdiction as the candidate is seeking office.
- If a person registers to vote and signs a petition at the same time, the registration card must be returned to the Board of Elections within 10 days of the voters completing the registration card.

## **Circulator Statement**

- A candidate may circulate his or her own petition as an elector, but cannot sign their own petition.
- A circulator may not sign the same petition paper that he or she is circulating. However, an otherwise eligible circulator may sign a part petition being circulated for the same candidate by a different circulator.
- Each petition paper shall be circulated by one person only, and shall contain signatures of qualified electors of one county only.
- After circulating the petition, the circulator must sign a statement on each part petition, under penalty of election falsification:
  - Indicating the number of signatures contained on the petition;
  - That the circulator witnessed the affixing of each signature on the petition;
  - That all signers, to the best of the circulator's knowledge and belief, were qualified to sign;
  - That each signature is, to the best of the circulator's knowledge and belief, the signature of the person whose signature it purports to be.
- If a circulator knowingly permits an unqualified person to sign a part petition or permits a person to write a name other than the person's own on a part petition (except for an attorney in fact under R.C. 3501.382), that part petition is invalid; otherwise, the signature of a person not qualified to sign shall be rejected, but shall not invalidate the other valid signatures on the part petition.  
(R.C. 3501.38 (E) and (F))

## **Important Notes**

- Once a petition has been filed in a public office, it cannot be changed, supplemented or, in the case of a candidate's petition, withdrawn.
- 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))
- No petition shall be filed with more than three times the minimum number of required signatures. (R.C. 3513.05, 3513.257, 3513.259)
- All petitions must contain the following statement in boldface capital letters: "WHOEVER COMMITS ELECTION FALSIFICATION IS GUILTY OF A FELONY OF THE FIFTH DEGREE." (R.C. 3501.38(J), 3599.36)
- All petitions remain open for public inspection, under reasonable regulations, at the board of elections in which they were filed. (R.C. 3513.05, 3513.262)

**For additional information or to assist with any questions, please contact  
Candidate and Petition Services at 216.443.3232 extension 4150**