



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:

___ **Name and address of the candidate**, including zip code, is filled in on each part-petition. 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.

___ **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 signature is required; pencil and erasable pen is **not acceptable**.

___ **Signatures of voters** are complete, including signature, address, 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, 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 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