

**FREQUENTLY ASKED QUESTIONS**  
**CANDIDATE'S FILING NOMINATION PETITIONS**

***What is the deadline to submit my Nomination Petition?***

Petitions must be received by **5:00 p.m. on March 9, 2021** to be considered timely. Individuals filing petitions must be in line by 5:00 p.m. on March 9<sup>th</sup>. Petitions will not be considered timely filed if the filer arrives after the 5 p.m.

***Are there requirements for the way my name can appear on the ballot?***

You may not use titles such as Dr., Esq., Rev., etc. You may not use a nickname unless it is a common derivative of your given name, such as John/Jack or Elizabeth/Beth. However, the way your name appears on the ballot does not have to exactly match the name by which you are registered to vote. For example, you may choose to include a middle name or middle initial, or not.

***How should I specify the Electoral District of the office in which the nomination is to be made?***

The Electoral District is the political subdivision(s) covered by the office you seek. For example, a candidate for Judge of Elections would name the voting precinct for which they are running. A candidate for School Board would name the municipalities covered by the seat that they are seeking. For example: William Penn School District, Region 2.

***How should I complete "Title of Office"?***

When completing "Title of Office," you should include the full and complete title. For example, if you are running for Commissioner in Aston's second ward, the title should read "Aston Commissioner 2<sup>nd</sup> Ward," NOT simply "Commissioner."

***What is a complete Place of Residence?***

Your street address, post office, municipality, state, and zip code. For example: 123 Main Street, Broomall (Marple Twp.) PA 19008

***What is the CANDIDATE'S AFFIDAVIT?***

Pennsylvania Law requires this form to be filed with your Nomination Petition. It should be printed on the reverse side of the Petition. A separate affidavit must be filed for each office for which you are seeking nomination. Only one affidavit is required for each filing – if you have multiple Petition pages,

you are only required to complete the CANDIDATE'S AFFIDAVIT on the reverse side of one. If submitting a subsequent filing on a different day, an additional affidavit must be completed.

***How can I determine my Election District?***

The appropriate ward, district or precinct for your residence is printed on your voter registration card. You can also search the State's database at [pavoterservices.pa.gov/pages/voterregistrationstatus.aspx](http://pavoterservices.pa.gov/pages/voterregistrationstatus.aspx).

***Am I required to get the CANDIDATE'S AFFIDAVIT and WAIVER OF EXPENSE ACCOUNT REPORTING AFFIDAVIT notarized?***

The Pennsylvania Department of State has developed a form of Unsworn Candidate Declaration for use with Nomination Petitions in lieu of a notarized candidate signature during the COVID pandemic. The Bureau takes no position on the legal viability of the DOS Unsworn Candidate Declaration form; candidates should be aware that use of the DOS Unsworn Candidate Declaration form in lieu of a notarized Candidate's Affidavit may subject their petition(s) to legal challenge and that the outcome of any such challenge is uncertain.

The Board will accept nomination petition filings from candidates where, so long as the petition is otherwise complete, (1) the candidate has signed the Candidate's Affidavit located on the back of the Nomination Petition AND (2) the Candidate's signature on the Candidate's Affidavit is either properly notarized OR a completed and signed copy of the DOS Unsworn Candidate Declaration form is attached.

Each separate Nomination Petition filing must include either one signed, notarized Candidate's Affidavit OR one signed Candidate's Affidavit and one signed DOS Unsworn Candidate Declaration form. Thus, if Candidate X submits petitions on Monday, that submission must include one signed Candidate's Affidavit and it must either be notarized or include as an attachment a signed DOS Unsworn Candidate Declaration form. If Candidate X files additional petitions on Tuesday, the submission must include another signed Candidate's Affidavit that is either notarized or includes as an attachment another signed DOS Unsworn Candidate Declaration form.

***What is the deadline for Statement of Financial Interests to be returned?***

The Statement of Financial Interests must be filed by March 9<sup>th</sup> with the supervising department of your local governing body and with the Delaware County Bureau of Elections. It is recommended that you contact the office of the local governing body with which you are required to file an original copy of the *Statement of Financial Interests* to determine the office's hours and any COVID-19 related limitations. Bureau of Elections has learned that not all local offices are open to the public with normal operating hours/procedures.

***If a candidate is running for office in a township with multiple wards, must the petition circulator reside in the ward in which they are collecting signatures?***

Please review the Statement of the Circulator at the top of the second side of the Petition. The statement identifies the qualifications for the circulator. In addition, the Nomination Petition packet can be reviewed for this information.

***Can a candidate be the Chair of their own committee?***

Please refer to the PA Election Code and Campaign Finance Laws. There is no reference to exclude a candidate from being their own Committee Chair, but you may need to reference legalities from the Judicial Code to ensure that there is no exclusion under those laws. If there are any changes to the Committee status, such as office sought or associated candidates you should always update the filed Political Committee Registration Form.

***Who is the Supervising Office for a Magisterial District Judge Candidate?***

Delaware County Bureau of Elections is the Supervising office for the campaign finance filings and PA Dept. of State is the secondary reporting location.

***For IRS purposes, what form does a political committee need to file?***

The Delaware County Bureau of Elections cannot speak to laws or filing matters associated with the IRS. That is outside of our Jurisdiction.

***Since we are following guidelines due to Covid-19, can I submit the "Affiliated and Connected Organizations" page as three separate sheets?***

Filing the three pages identifying the committee is an appropriate filing.

***Can I submit these pages electronically?***

Filing of Campaign Finance Committee may be e-mailed to [CampaignFinance@co.delaware.pa.us](mailto:CampaignFinance@co.delaware.pa.us) .

In addition, the original filing must be mailed to the Bureau of Elections, 201 W. Front St., Media, PA 19063

***Does the original Filer ID number given to the Committee ever change?***

PA Dept. of State utilizes a Committee filing number. Delaware County Bureau of Elections does not issue or use such numbers.

***Is a candidate for Tax Collector required to file a criminal history record?***

Any individual who files a nomination petition or papers for the office of tax collector must submit delineated criminal history record information to the county board of elections. Once elected, an individual is not be required to submit criminal background information with his/her nomination petition or papers for a subsequent term in the office of tax collector.