

Petition Check List Prior to Filing

- The Board of Elections does not provide legal advice; a candidate is solely responsible for ensuring that their own petition satisfies the requirements of law. Candidates are obligated to investigate, learn, and know the law governing the election process.
- The “Declaration of Candidacy” (party petition) or “Statement of Candidacy” (nonpartisan petition) AND “Nominating Petition” portion of each part petition must be fully completed and signed by the candidate(s) before being circulated. (R.C. 3513.07, 3513.261)
- *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:

- Registration Name and address of the candidate**, including zip code, is filled in on each part-petition. Name and 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 (unexpired term must include the date term); ward/district if applicable.
- 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 candidate signature is required;** pencil and erasable pen is **not acceptable.** **Petition must have at least one voter's signature.**
- Signatures of voters** are complete, including signature, address, complete municipality name, 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 **in ink**, address, and party affiliation (if applicable) 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 **AND** collected signatures from electors from the same party, or unaffiliated electors.
- Judicial candidates** list their full corresponding term date (full or unexpired).
- Judicial candidates** indicate which division to which they seek election (Domestic Relations, General, Juvenile, Probate).

Signature of Candidate or Representative

Date