

# MIAMI COUNTY BOARD OF ELECTIONS

Chairperson • Kelly Gillis    Members • Jose Lopez • Dean Tamplin • Bob Huffman Jr.  
Director • Bev Kendall       Deputy Director • Eric Morgan

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## Candidate Filing Checklist

*The Ohio Secretary of State Directive 2011-18 prohibits Boards of Elections from pre-checking petitions for prospective candidates or petitioners who seek review of their petitions' validity and sufficiency before the candidates or petitioners file their original petitions.*

**Prior to filing your petitions, please carefully read, complete, and sign the checklist. It is the sole responsibility of the candidate to ensure that his or her petition satisfies the requirements of the law.**

The Miami County Petition Review Policy prohibits employees of the Miami County Board of Elections from answering questions regarding the validity of petitions prior to Board action. The Secretary of State's Ohio Candidate Requirement Guide provides information on how to properly complete petitions.

**It is strongly encouraged, not required, to complete the following checklist before filing your petitions.**

- Statement of Candidacy:** Complete all blanks BEFORE circulating the petition.
- Nominating Petition:** Complete all blanks including appropriate dates.
- Signatures:** Legal signatures must be signed in ink, complete addresses, and dates are required. Signatures collected from multiple counties require a separate part-petition for each county. No more than three times the minimum number of required signatures may be submitted.
- Dates:** Dates of all signers must be on or after the date that the Statement of Candidacy was signed.
- Circulator Statement:** Completed including circulator's name, number of signatures witnessed, circulator's address, circulator's signature, and date (even if the candidate is the circulator.)

**Once a petition is submitted and time stamped it is considered FILED. No changes or other action to alter the content of the petition can be made once a petition is filed. Acceptance of a petition by the Miami County Board of Elections staff does not indicate or guarantee candidacy.**

**This checklist does not constitute legal advice and is not a complete digest of all the petition requirements. Further, such requirements are subject to change by the state legislature or through interpretation by the judiciary. IT IS THE CANDIDATES SOLE RESPONSIBILITY TO ENSURE THAT HIS OR HER PETITION SATISFIES THE REQUIREMENTS OF THE LAW.**

**Statutory authority to review for compliance with Ohio Election Laws and approval of petitions is the responsibility of the members of the Board of Election.**

**Complete the Candidate Information Below**

I, \_\_\_\_\_, request that my name appear on the ballot as follows

\_\_\_\_\_  
(Please Print)

Office Sought: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_