

2016

BECOMING A CANDIDATE IN SUMTER COUNTY



Published by
SUMTER COUNTY SUPERVISOR OF ELECTIONS

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Online: <http://www.sumterelections.org>

2016 ELECTION DATES

ELECTION	ELECTION DAY	BOOK CLOSING
Presidential Preference	March 15, 2016	February 16, 2016
Primary Election	August 30, 2016	August 1, 2016
General Election	November 8, 2016	October 11, 2016

2016 DATES FOR CANDIDATES

PETITION DUE DATE	QUALIFYING WEEK
Noon, May 23, 2016	Noon, June 20 – Noon, June 24, 2016

ON THE BALLOT IN 2016

The following offices will qualify with the Sumter County Supervisor of Elections:

2016		
COUNTY	SPECIAL DISTRICTS	CITIES
County Commissioner: Districts 1, 3 & 5	Sumter Soil & Water: Seats 1, 3, 4 & 5	Bushnell: Seats 2 & 4, City Clerk
Superintendent of Schools	No Sumter Co Util Dist: Seats 1, 2 & 7	Center Hill: Seats 2 & 4, Mayor
School Board: Districts 2 & 4	Village CDD	Coleman: Seats 1, 3 & 5
CONSTITUTIONAL OFFICERS	Dist. 1: Seats 1, 3 & 5	Wildwood: Group 3 & 5
Sheriff	Dist. 2: Seats 4 & 5	
Clerk of the Circuit Court	Dist. 3: Seats 3 & 5	
Property Appraiser	Dist. 5: Seats 1, 3 & 4	
Tax Collector	Dist 6: Seats 2 & 3	
Supervisor of Elections	Dist 7: Seats 2 & 4	
	Dist 8: Seats 1 & 2	
	Dist 9: Seats 1, 2 & 3	
	Dist 10: Seats 1 & 4	

If you are interested in running for any of these positions,
please call our office and arrange a time to pick up a packet.



Note: if a candidate has no opposition, their name will not be on the ballot.

DEFINITIONS

Filing Officer	The election official to whom a candidate submits his qualifying papers and campaign reports: for county-wide offices, the filing officer is the Sumter County Supervisor of Elections; for multi-county, state or federal offices, the filing officer is the Florida Department of State (F.S. 99.061). Municipal candidates for Bushnell, Center Hill, Coleman, and Wildwood file with Supervisor of Elections (Webster candidates file with Webster City Hall).
In-Kind Contribution	A giving of goods, services or anything having attributable monetary value to a campaign, the value of which is determined by the person making the contribution (F.S. 106.011, 106.055).
Non-Partisan Office	An office for which a candidate is prohibited from campaigning or qualifying for an election or retention in office based on party affiliation (F.S. 97.021).
Petition Process	A method of qualifying for office which requires obtaining a pre-determined number of voter signatures on petition cards (F.S. 99.095).
Political Advertisement	Please refer to F.S. 106.011(15).
Qualifying Period	The dates set by law during which the final paperwork and a qualifying fee (if required) is filed with the candidate's filing officer (F.S. 99.061).

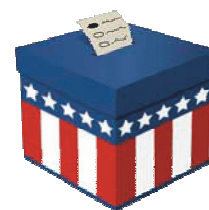
WHAT IS A CANDIDATE ?

A candidate is defined in 97.021(4) & 106.011(3), Florida Statutes, as any person who:

- Seeks to qualify for nomination or election by means of a petitioning process;
- Seeks to qualify for election as a write-in candidate;
- Receives contributions or makes expenditures or gives his or her consent for any other person to receive contributions or make expenditures with a view to bringing about his or her nomination or election to, or retention in, public office;
- Appoints a treasurer and designates a primary depository; or
- Files qualification papers and subscribes to a candidate's oath as required by law.

WHO CAN BE A CANDIDATE?

Candidates must be registered voters in Florida. Those seeking a partisan office may not have been a registered member of any other political party for 365 days before the beginning of qualifying preceding the general election for which the person seeks to qualify (June 21, 2015).



If required, one's current position or office must be resigned under the "resign to run" law and in accordance with section 99.012(3), Florida Statutes.

Residency Requirements

County Commission Partisan Office, Term 4 Years	Constitutional Officers Partisan Office, Term 4 Years	School Board and Special Districts NonPartisan Office, Term 4 Years	Superintende nt of Schools Partisan Office, Term 4 Years
Candidates must reside in the district for which they are qualifying at the time of election.	Candidates must reside in the district for which they are qualifying at the time of assuming office.	Candidates must reside in the district for which they are qualifying at the time of qualifying.	Candidates must reside in the district for which they are qualifying at the time of assuming office.
Per DE 94-04, March 3, 1994 / DE Reference Guide 0008 (Updated 7/2014)			

PRE-FILING FORMS

Candidates can pre-file at any time before qualifying week. Nothing prohibits a person from announcing his or her intention to become a candidate prior to filing a Form DS-DE 9, as long as no contributions and expenditures have been made and a campaign bank account has not been opened.

Form DS-DE 9, Appointment of Campaign Treasurer and Designation of Campaign Depository

- Shall be filed with the filing officer prior to opening the campaign banking account.
- Is not effective until fully completed, signed and filed with the filing officer.
- Is not considered "filed" upon mailing.

Exception: Special district candidates who do not collect contributions and whose only expense is the signature verification fee or filing fee are not required to file the DS-DE-9 [99.061(3)].



DO NOT OPEN YOUR CAMPAIGN BANK ACCOUNT UNTIL YOU FILE THE DS-DE 9 FORM WITH OUR OFFICE!

**Don't incur any expenses or collect \$
until proper documents are filed first!**

QUALIFYING BY PETITION METHOD

Local candidates will need **827** valid signatures.

Special district candidates will need **25** valid signatures.



A signature verification fee of \$0.10 (ten cents) per each petition to be verified must be paid in advance out of the candidate's campaign account or petty cash (except for certain special district candidates). The candidate will receive a certification once petition requirements have been met. The petition certification is required during the official qualifying period. Write-in candidates are not required to collect petitions or pay a qualifying fee.

PETITION SUBMISSION DEADLINE:

Candidates for local office must submit the required number of valid petitions to the Supervisor of Elections prior to **NOON on May 23, 2016**.

It is recommended that you plan to collect more petitions than the requirement and submit them to the Elections Office in batches. We will verify the petitions as you collect them and provide a running total. *Do not wait until the last minute to submit petitions!* Candidates who fail to qualify by the petition method will be required to pay the qualifying fee.

QUALIFYING BY PAYING FEE

Any candidate, who does not obtain a Petition Certification in May 2016, must pay the qualifying fee to the Supervisor of Elections by the end of the qualifying period. The total amount of the fee is based upon a percentage of the annual salary of the office sought. A filing fee of 3% and an election assessment fee of 1% must be paid by all candidates for county office who qualify by fee method. Partisan candidates pay an additional 2% party assessment fee. Special districts pay \$25.00. Write-in candidates pay no fee and are not required to obtain the petition certification.

A properly executed check drawn upon candidate's campaign account and signed by the campaign treasurer must be used to pay the qualifying fee.

What's My Qualifying Fee?

6% of annual salary	4% of annual salary	\$25	\$0
Partisan candidates for partisan offices	Nonpartisan candidates for partisan office and all nonpartisan offices	Special district offices	Write-in candidates for any office

QUALIFYING PERIOD

Candidates for county offices, special districts and city (Bushnell, Center Hill, Coleman and Wildwood) must file their qualifying paperwork and pay the qualifying fee (if required) at the Supervisor of Elections Office in Bushnell, Florida.

LOCAL CANDIDATES QUALIFYING PERIOD:

When: Between Noon, June 20, 2016 – Noon, June 24, 2016

Where: Supervisor of Elections Office
900 N Main Street, Bushnell, FL 33513

Call to make an appointment to qualify: (352) 569-1540

WHAT DO I NEED TO FILE DURING QUALIFYING?

Pursuant to Section 99.061(7), Florida Statutes, all items required for qualifying must be received in CORRECT and COMPLETE order by the end of the qualifying period, otherwise you will not be deemed a qualified candidate. The following items must be received by the Supervisor of Elections no later than the end of qualifying period at 12:00 p.m. on June 24, 2016.

Appointment of Campaign Treasurer and Depository	Statement of Candidate	Loyalty Oath	Financial Disclosure	PETITIONS or FEE
FORM DS-DE 9 Must be filed before: 1. Opening bank account 2. Accepting contributions or making expenditures for the campaign 3. Collecting signed candidate petitions for verification	FORM DS-DE 84 Due within 10 calendar days of filing the DS-DE 9.	Depending upon party affiliation and the type of office, file one of these forms: DS-DE 24 DS-DE 24A DS-DE 24B DS-DE 25 DS-DE 25A	Full and Public Disclosure of Financial Interests for the year 2015, either Form 1 or 6 depending upon the office sought. Form 1 (special districts) Form 6 (county offices) Available here: http://ethics.state.fl.us	PETITION CERTIFICATION Issued by SOE Petition submission deadline is May 23, 2016 OR QUALIFYING FEE Check drawn on campaign bank account in correct amount.
Cannot be accepted until qualifying period				

Exception: Special district candidates who do not collect contributions and whose only expense is the signature verification fee or filing fee are not required to file the DS-DE-9 [99.061(3)].

All documents filed for candidate qualifying are open to public disclosure pursuant to Section 119, Florida Statutes.

QUALIFYING FORMS and BOOKLETS:

Qualifying forms and booklets are included in the candidate packet in our office.

★ ★ ★ *Freedom Rings with Every Vote* ★ ★ ★

Thank you for your interest in running for office in Sumter County!



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