

## INSTRUCTIONS / GUIDELINES

### PRIMARY PETITION ENDORSING CANDIDATE FOR MUNICIPAL OFFICE

#### INSTRUCTIONS TO CANDIDATE(S) OF THIS PETITION:

1. Two candidates who wish to share the same slogan and be bracketed on the ballot may circulate and file a **joint petition** only if: (a) two seats for the **same** office are open and (b) the term of office for both of those seats is the **same**. Candidates filing a joint petition must make it clear to signers of their petition that the signer is supporting *both* candidates, and thus may not sign another candidate's petition for the same race. The order of the candidate names on the petition will dictate their order as a unit in the ballot draw.
2. Candidate(s) must gain prior written approval from the Sussex County Republican Committee or Sussex County Democratic Committee if they want to use the party's official county slogan as their designation.
3. Candidate(s) should contact their municipal clerk to determine the required number of signatures by municipality and party.
4. Candidate(s) must sign the CERTIFICATE OF ACCEPTANCE and OATH OF ALLEGIANCE, stating that they are qualified for the office and affiliated with the stated political party. If multiple petitions books are filed, candidate(s) only have to sign said *certificate* and *oath* **once**; these signed forms should be attached to the *first* petition book filed.
5. Each candidate must be registered to vote in the stated municipality.
6. Each candidate is or will be a resident of the municipality at least ONE YEAR PRIOR to the date of the general election in which they are a candidate.
7. Candidate(s) must complete the face of the petition **prior** to circulation.
8. Candidate(s) must **provide a functioning email address**, which **will be made public for voter use**.
9. One or more petition books may be circulated, and one or more petition books may be filed on behalf of the candidate(s).
10. Candidate(s) may circulate their own petition(s). If acting as the circulator, candidate must also sign the **circulator's affidavit** in front of an officer authorized by law to take affidavits.
11. This petition must be filed with the municipal clerk not later than 4:00 pm the seventy-first (71) day prior to the date of the Primary Election.
12. **Is your name frequently mispronounced? If so, please contact the Sussex County Clerk's Office at 973-579-0900, ext. 1501 and leave a clear, correct pronunciation of your name for the county's audio ballot (which is made available to visually impaired voters).**

#### INSTRUCTIONS TO SIGNERS OF THIS PETITION:

Signers must be qualified voters, reside in the political subdivision, and be affiliated with the party for which the candidate stands for office.

Petitioner must sign in his/her **own** handwriting, print their name, and give their residence address in the presence of the circulator.

Petitioner may not endorse more candidates than there are seats open for the office (e.g., if there are two seats open for a given municipal office, only endorse two candidates for that office).

#### INSTRUCTION TO THE CIRCULATOR OF THIS PETITION:

The person who circulates the petition and in whose presence petitioners sign must sign the "Circulator's Affidavit" on **page 7** before an officer authorized by law to take affidavits. The circulator of a Primary Election nomination petition is not required to sign as a petitioner and thus is not required to be a registered voter of the political subdivision for which the candidate stands for office; HOWEVER, the circulator must be a registered voter of the State of New Jersey and affiliated with the political party of the candidate for whom he or she is circulating the petition.

**PRIMARY PETITION ENDORSING CANDIDATE FOR MUNICIPAL OFFICE**

**TO: The MUNICIPAL CLERK of the \_\_\_\_\_ of \_\_\_\_\_**  
(Town, Township, or Borough) (Name of Municipality)

We, the undersigned, certify that we reside in the \_\_\_\_\_ of \_\_\_\_\_ in  
(Town, Township, or Borough) (Name of Municipality)  
the State of New Jersey, and that we are qualified voters therein; that we are members of the \_\_\_\_\_  
Party and that we intend to affiliate with said party at the ensuing election; that  
we endorse the person(s) hereinafter mentioned as candidate(s\*) for nomination for the office of  
\_\_\_\_\_ (for a:  full term  \_\_\_ -year unexpired term) and that we  
request the name(s) of said person(s) as the candidate(s) for such nomination be printed upon the official  
Primary Ballots of said party. The residence and post office address of each person so endorsed are:

**\*NOTE: Not all candidates may file jointly; see "Instructions to Candidate."**

_____	_____	_____
(Name of Candidate)	(Residence)	(PO Address)
_____	_____	_____
(Name of Candidate)	(Residence)	(PO Address)

We further certify that the person or persons so endorsed is or are legally qualified under the Laws of the State of New Jersey to be nominated for said office, and is or are a member or members of the political party named in this petition.

**CANDIDATE(S) REQUEST FOR DESIGNATION ON THE OFFICIAL PRIMARY BALLOT**

The above candidate(s), having been indorsed for the office mentioned in this petition, does or do hereby request\* that there be printed opposite his/her/their name(s) on the said Primary ballot the following designation:

\_\_\_\_\_  
(Must not exceed **six** words)

**CANDIDATE(S) EMAIL ADDRESS:** \_\_\_\_\_  
**\*\*\*This email address will be made public\*\*\***

**\*NOTICE TO CANDIDATE(S) REGARDING REQUEST FOR DESIGNATION:**

Candidate(s) must gain prior **written** approval from the political party's party chairperson if he/she/they want to use the party's official designation.

If the candidate(s) want to use a slogan that includes the name of an individual other than the candidate(s) or incorporated association of this State, written consent must be attached.

**All SIGNERS must SIGN and PRINT their names in compliance with NJSA 19:23-7 eff. 01-01-95**

1.	_____ Signature	_____ Printed Name
	_____ Residence Address (Number & Street Name)	_____ Town & Zip Code
2.	_____ Signature	_____ Printed Name
	_____ Residence Address (Number & Street Name)	_____ Town & Zip Code
3.	_____ Signature	_____ Printed Name
	_____ Residence Address (Number & Street Name)	_____ Town & Zip Code
4.	_____ Signature	_____ Printed Name
	_____ Residence Address (Number & Street Name)	_____ Town & Zip Code
5.	_____ Signature	_____ Printed Name
	_____ Residence Address (Number & Street Name)	_____ Town & Zip Code
6.	_____ Signature	_____ Printed Name
	_____ Residence Address (Number & Street Name)	_____ Town & Zip Code
7.	_____ Signature	_____ Printed Name
	_____ Residence Address (Number & Street Name)	_____ Town & Zip Code
8.	_____ Signature	_____ Printed Name
	_____ Residence Address (Number & Street Name)	_____ Town & Zip Code
9.	_____ Signature	_____ Printed Name
	_____ Residence Address (Number & Street Name)	_____ Town & Zip Code
10.	_____ Signature	_____ Printed Name
	_____ Residence Address (Number & Street Name)	_____ Town & Zip Code

**All SIGNERS must SIGN and PRINT their names in compliance with NJSA 19:23-7 eff. 01-01-95**

11.

_____ Signature	_____ Printed Name
_____ Residence Address (Number & Street Name)	_____ Town & Zip Code

12.

_____ Signature	_____ Printed Name
_____ Residence Address (Number & Street Name)	_____ Town & Zip Code

13.

_____ Signature	_____ Printed Name
_____ Residence Address (Number & Street Name)	_____ Town & Zip Code

14.

_____ Signature	_____ Printed Name
_____ Residence Address (Number & Street Name)	_____ Town & Zip Code

15.

_____ Signature	_____ Printed Name
_____ Residence Address (Number & Street Name)	_____ Town & Zip Code

16.

_____ Signature	_____ Printed Name
_____ Residence Address (Number & Street Name)	_____ Town & Zip Code

17.

_____ Signature	_____ Printed Name
_____ Residence Address (Number & Street Name)	_____ Town & Zip Code

18.

_____ Signature	_____ Printed Name
_____ Residence Address (Number & Street Name)	_____ Town & Zip Code

19.

_____ Signature	_____ Printed Name
_____ Residence Address (Number & Street Name)	_____ Town & Zip Code

20.

_____ Signature	_____ Printed Name
_____ Residence Address (Number & Street Name)	_____ Town & Zip Code

**All SIGNERS must SIGN and PRINT their names in compliance with NJSA 19:23-7 eff. 01-01-95**

21.

_____ Signature	_____ Printed Name
_____ Residence Address (Number & Street Name)	_____ Town & Zip Code

22.

_____ Signature	_____ Printed Name
_____ Residence Address (Number & Street Name)	_____ Town & Zip Code

23.

_____ Signature	_____ Printed Name
_____ Residence Address (Number & Street Name)	_____ Town & Zip Code

24.

_____ Signature	_____ Printed Name
_____ Residence Address (Number & Street Name)	_____ Town & Zip Code

25.

_____ Signature	_____ Printed Name
_____ Residence Address (Number & Street Name)	_____ Town & Zip Code

26.

_____ Signature	_____ Printed Name
_____ Residence Address (Number & Street Name)	_____ Town & Zip Code

27.

_____ Signature	_____ Printed Name
_____ Residence Address (Number & Street Name)	_____ Town & Zip Code

28.

_____ Signature	_____ Printed Name
_____ Residence Address (Number & Street Name)	_____ Town & Zip Code

29.

_____ Signature	_____ Printed Name
_____ Residence Address (Number & Street Name)	_____ Town & Zip Code

30.

_____ Signature	_____ Printed Name
_____ Residence Address (Number & Street Name)	_____ Town & Zip Code

**All SIGNERS must SIGN and PRINT their names in compliance with NJSA 19:23-7 eff. 01-01-95**

31.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Residence Address (Number & Street Name)

\_\_\_\_\_  
Town & Zip Code

32.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Residence Address (Number & Street Name)

\_\_\_\_\_  
Town & Zip Code

33.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Residence Address (Number & Street Name)

\_\_\_\_\_  
Town & Zip Code

34.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Residence Address (Number & Street Name)

\_\_\_\_\_  
Town & Zip Code

35.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Residence Address (Number & Street Name)

\_\_\_\_\_  
Town & Zip Code

36.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Residence Address (Number & Street Name)

\_\_\_\_\_  
Town & Zip Code

37.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Residence Address (Number & Street Name)

\_\_\_\_\_  
Town & Zip Code

38.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Residence Address (Number & Street Name)

\_\_\_\_\_  
Town & Zip Code

39.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Residence Address (Number & Street Name)

\_\_\_\_\_  
Town & Zip Code

40.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Residence Address (Number & Street Name)

\_\_\_\_\_  
Town & Zip Code

**All SIGNERS must SIGN and PRINT their names in compliance with NJSA 19:23-7 eff. 01-01-95**

41.

\_\_\_\_\_  
Signature Printed Name

\_\_\_\_\_  
Residence Address (Number & Street Name) Town & Zip Code

42.

\_\_\_\_\_  
Signature Printed Name

\_\_\_\_\_  
Residence Address (Number & Street Name) Town & Zip Code

43.

\_\_\_\_\_  
Signature Printed Name

\_\_\_\_\_  
Residence Address (Number & Street Name) Town & Zip Code

44.

\_\_\_\_\_  
Signature Printed Name

\_\_\_\_\_  
Residence Address (Number & Street Name) Town & Zip Code

45.

\_\_\_\_\_  
Signature Printed Name

\_\_\_\_\_  
Residence Address (Number & Street Name) Town & Zip Code

46.

\_\_\_\_\_  
Signature Printed Name

\_\_\_\_\_  
Residence Address (Number & Street Name) Town & Zip Code

47.

\_\_\_\_\_  
Signature Printed Name

\_\_\_\_\_  
Residence Address (Number & Street Name) Town & Zip Code

48.

\_\_\_\_\_  
Signature Printed Name

\_\_\_\_\_  
Residence Address (Number & Street Name) Town & Zip Code

49.

\_\_\_\_\_  
Signature Printed Name

\_\_\_\_\_  
Residence Address (Number & Street Name) Town & Zip Code

50.

\_\_\_\_\_  
Signature Printed Name

\_\_\_\_\_  
Residence Address (Number & Street Name) Town & Zip Code

**CIRCULATOR'S AFFIDAVIT**

*The witness taking the affidavit below must be the person who obtained the names on this set (book) of signatures. The witness must take the affidavit for each set he/she solicits and sign in the presence of a person authorized to administer affidavits (e.g., notary public), but may sign only one signature sheet endorsing the candidate.*

*Note: A candidate may sign and circulate his/her own petition. The circulator is not required to sign as petitioner, but may do so as long as he/she is a registered voter of the jurisdiction in which the candidate for whom the petition is being circulated is running for office.*

**State of New Jersey  
County of Sussex**

The undersigned, being duly sworn upon oath, deposes that he/she saw all the signatures made hereto and that each of the signers signed in his or her own proper handwriting; that each of said signers is to the best of the knowledge and belief of the deponent a legal voter in the municipality and belongs to the political party named in this petition, and that such petition is prepared and filed in absolute good faith for the sole purpose of endorsing the person therein named in order to secure their nomination as candidate for the office as stated in this petition.

The undersigned further deposes that he/she is registered to vote in the State of New Jersey and is affiliated with the political party of the candidate for whom he/she circulated the petition.

Subscribed and sworn to before me  
this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_

(Signature of Circulator)

\_\_\_\_\_

(Notary, Attorney or officer taking oath)

\_\_\_\_\_

(Type or Print Name of Circulator)



**CANDIDATE(s) OATH OF ALLEGIANCE**

“I do solemnly swear (or affirm) that I will support the Constitution of the United States, the Constitution of the State of New Jersey, and that I will bear true faith and allegiance to the same and to the governments established in the United States and in this State, under the authority of the people, so help me God.”

Subscribed and sworn to before me this

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
(Signature of Candidate)

\_\_\_\_\_  
(Notary, Attorney or officer taking oath)

\_\_\_\_\_  
(Type or Print Name of Candidate)

\_\_\_\_\_  
(Signature of Candidate)

\_\_\_\_\_  
(Type or Print Name of Candidate)

**CANDIDATE(s) CERTIFICATE OF ACCEPTANCE**

I, the undersigned, hereby certify that I am a member of the political party named in the foregoing petition; that I am qualified for the office herein named, and that I consent to stand at the ensuing Primary Election as candidate for the nomination, and that if nominated I agree to accept the nomination. I further certify that I am a resident and legal voter of the Municipality hereinfere set forth.

\_\_\_\_\_  
(Signature of Candidate)

\_\_\_\_\_  
(Signature of Candidate)

\_\_\_\_\_  
(Type or Print Name of Candidate)

\_\_\_\_\_  
(Type or Print Name of Candidate)

**NOTICE TO CANDIDATE(S)**

**All candidates are required by law to comply with the provisions of the New Jersey Campaign Contributions and Expenditures Reporting Act (19:44A-1 to 44). For further information, please call the Election Law Enforcement Commission at 609-292-8700 or toll-free within New Jersey at 1-888-313-ELEC (3532).**