

Instructions For Circulating Nomination Petitions For Democratic Precinct Committee People

PRIMARY ELECTION DATE TO BE DETERMINED

First Day to Circulate and File Nomination Petitions-----March 3, 2022

Last Day to Circulate And File Nomination Petitions-----March 15, 2022

******* If you plan to make copies of the petition prior to circulating *******

it **MUST** be copied exactly like the original, same size and 2 sided, copied HEAD to HEAD.

FAILURE TO DO SO WILL RESULT IN THE PETITION BEING REJECTED.

It is the candidate's responsibility to ensure that:

- **Candidate** is of the precinct, district and/or ward and party named on petition.
- **All Signers** are of the precinct, district and/or ward and party of the candidate.
- **INK is Used** to fill out and sign petitions
- **Do Not Use Ditto Marks Anywhere** on the petition
- **Check each line for errors** whenever the petition is signed.
- **If An Error Is Made** – Draw a line through all writing on that line. Start on a new line

PRIOR TO CIRCULATION

- **Top of the Petition must be completed before obtaining signatures.**
- **Electoral District must include municipality and ward and/or district (precinct name)** *Examples: North Whitehall 6th District; Allentown 13th Ward 2nd ; Lynn New Tripoli District.* This information can be found at <https://www.pavoterservices.pa.gov/> Choose “**Find Voter Registration Status**” and enter your information. Look for “Voting Districts.” This will list your Precinct Name and your Municipality.
- **Length of Term is 4 Years**
- **Candidate** must be a qualified Elector (voter) of the ward and/or district (precinct name listed) and a member of the Democratic Party.
- Candidate's name must be printed exactly as it is to appear on the ballot.
- No nickname unless it is a derivative of legal given name - no titles such as Dr., Mr., Mrs., etc.

SIGNERS

- Minimum of ten (10) signatures. More than the minimum is recommended.
- Each signer may sign petitions for two candidates for each voting district, and/or ward (precinct) in which the signer resides, and no more.
- Signer must be a qualified registered voter and enrolled in the Democratic Party in the election district noted on petition.
- Each signer must personally insert all of their own information - **Signature, Printed Name, House Number, Street or Road, Municipality** (City, Borough or Township), and **Date of Signing**.
- **Use Street Address**, not mailing address (No PO Box)
- **MUNICIPALITY may be different than your mailing address** *Example: Your mailing address is Coplay, but your municipality is North Whitehall Township. If you do not know your municipality, go to [pavoterservices.pa.gov](https://www.pavoterservices.pa.gov/), choose **Find Voter Registration Status** enter your information.*
- Given names must be used; no nicknames or titles.
- Ditto marks are *not* permitted.
- Date may be listed in numbers or words and numbers. *Example: 2/18/22 or February 18, 2022*
- You, the candidate, *cannot* sign your own petition.
- Any other registered Democrats in your own household can sign your petition.
- You *can* sign the petition of another PCP candidate in your precinct and they can sign your petition.

STATEMENT AND AFFIDAVIT ON REVERSE SIDE OF PETITION

- Statement of Circulator: must be signed AFTER obtaining all signatures.
- Candidate's Affidavit - may be signed and notarized or declared **within the specified petition filing period**.
- **Address** on notarized form **must use the MUNICIPALITY** of residence (not the mailing address).
- Candidates affidavit can be fully filled out in advance, **except for the candidates signature**
- Candidate must **sign the affidavit in front of the notary**.
- All notarizations **MUST include the Notary's signature and official inked stamp** indicating municipality and expiration date of commission.

FILING

- Petition must be filed in the Office of the Lehigh County Board of Elections **no later than 4:00 p.m. on March 15** (If possible return in advance of this deadline.)
- **No filing fee is required.**

If you have any questions, please contact:

LEHIGH COUNTY ELECTIONS OFFICE ■ 17 S 7TH STREET, ALLENTOWN, PA 18101-2401 ■ 610-782-3194

CHECK-OFF LIST BEFORE FILING YOUR PETITION

FRONT OF PETITION

- ___ Candidate's descriptive information all completed.
- ___ Minimum of ten (10) signatures obtained.
- ___ First date of signing *not earlier* than **March 2, 2022**.
- ___ Last date of signing *no later* than **March 15, 2022**.

BACK OF PETITION

- ___ Statement of Circulator completely filled in (including municipality), and signed AFTER obtaining the last signature.
- ___ Candidate's Affidavit signed (including street address, municipality and election district where indicated) and notarized or declared within the time frame of circulation period.

NOTARIZATIONS

- ___ Candidates Affidavit **MUST** include the Notary's signature and the official inked stamp indicating the municipality and expiration date of commission.
- Please note: Notary's embossed seal is not the official inked stamp.***

FILE EARLY

DO NOT WAIT UNTIL THE LAST DAY TO FILE WHEN IT WILL BE TOO LATE TO MAKE ANY NECESSARY CHANGES