

# IMPORTANT DOCUMENTS

Every candidate or potential candidate is responsible for securing a copy of the “**State of Illinois Candidate’s Guide 2017**”, issued by the State Board of Elections, and making themselves familiar with the requirements and process of running for public office.

- This guide contains all required forms for the offices to be filled in the Village of Swansea, as well as instructions for their completion.
- The guide also contains forms and instructions for other elections and public bodies unrelated to the Village of Swansea and its election. It is the responsibility of each candidate or potential candidate to know and understand which forms are required and which forms to complete and file.
- An electronic version of the “**State of Illinois Candidate’s Guide 2017**” may be found on-line at the link <http://www.elections.illinois.gov>. Under the “Trending Documents” section on the upper right side of the webpage, click “View All Top Documents” and then select “2017 Candidates Guide”. Select it again to download a PDF copy of the guide and either print it or save it to your computer.
- One hard copy of the Guide will be available for review at the Swansea Government Center during normal hours - at 1400 North Illinois Street prior to October 14, 2016, and at 1444 Boul Avenue, Swansea, IL, after October 14, 2016.

## **Specific provisions to note within the Candidate’s Guide include, but are not limited to:**

- The preface of the Guide recommends that prospective candidates consult with competent legal counsel when preparing their nomination papers.
- Page iv, specifies the first date to circulate petitions as **September 20, 2016**. Petitions may NOT be circulated prior to that date.
- Pages 9 through 22 outline the requirements for filing nominating papers, including but not limited to, the Statement of Candidacy (SBE P-1B for an independent candidate or SBE P-1D for candidates of a new party); yellow “Statement of Economic Interests” forms are available while supplies last in the lobby of the Government Center at 1400 N. Illinois (open 24 hours) until October 14, 2016. After October 14<sup>th</sup>, the form may be picked up during regular business hours at the 1444 Boul Avenue location or at St. Clair County Clerk’s Office. This is filed with St. Clair County, and in return receipts from St. Clair County for the filing of a Statement of Economic Interests Statement may be turned in with nominating papers. Please see more details about filing and when receipts must be filed on (page 19); the optional Loyalty Oath (SBE P-1C); and Petitions (SBE P-3 for an independent candidate or SBE P-8 for candidates of a new party).
- Pages 23 through 27 detail form number information and the qualifications, residency, and petition signature requirements, depending upon whether the candidate represents an established political party, a new political party, or is an independent candidate.
- Note that for Independent Candidates there is both a minimum number of signatures required and a maximum number of signatures allowed on nominating petitions. Based upon the official Abstract of Votes for the Village of Swansea on file at [http://www.countyclerk.co.st-clair.il.us/elections/electionResults/Documents/St\\_Clair\\_2015-04-07\\_abstracts.pdf](http://www.countyclerk.co.st-clair.il.us/elections/electionResults/Documents/St_Clair_2015-04-07_abstracts.pdf), there were 1,137 ballots cast at the last regular election held on April 7, 2015. Five percent (5%) of those ballots is 57. Eight percent (8%) of those ballots is 91. However, since the Illinois Statutes require a

difference of at least 50 between the minimum and the maximum, for the Village of Swansea election on April 4, 2017, the minimum number of signatures required on nominating petitions for Independent Candidates is 57. The maximum allowed is therefore 107 (57+50).

- Page 60 provides information for frequently asked questions and Page 63 provides a full index of forms.