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## ESTABLISHED POLITICAL PARTY FILING INFORMATION & REQUIREMENTS

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### PRIMARY ELECTION – MARCH 19, 2024

State's Attorney	4-year term
Circuit Clerk	4-year term
Coroner	4-year term
County Board Member (Districts 1, 2, 3 & 7)	4-year term
Precinct Committeeperson – All Precincts	2-year term

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#### ELIGIBILITY/RESIDENCY:

A County Candidate must be a qualified registered voter in the county for which he/she seeks to be a candidate.

A candidate for County Board Member must also be a resident of the county for one year before the election.

Candidates for State's Attorney do not have residency requirements but must be citizens of the United States and licensed attorneys in Illinois.

#### CIRCULATION PERIOD: **Begins September 5, 2023**

**SIGNATURE REQUIREMENTS:** See page 2 (10 ILCS 5/7-10, item c)

**NOMINATION PAPERS** must contain:

1. **Statement of Candidacy #P-1** (10 ILCS 5/7-10)

The form of the candidate's name for inclusion on the ballot will be taken from the Statement of Candidacy. The Statement of Candidacy form must include, among other requirements, the candidate's name, the candidate's legal address, party affiliation, and the office sought. The form of the candidate's name may include his/her given name, initials, or nickname. **Changes cannot be made after the filing of the nomination papers.**

2. **Petition for Nomination #P-10** (10 ILCS 5/7-10, 7-10.2)

The top of each petition page must include the candidate's name, legal address, title of office, term and district (if applicable). The form of the candidate's name should be the same on each petition for nomination. The form of the candidate's name may include their given name, initials, or nickname. No degree or title may be used, with the exception of the title "Mrs."

**Candidates must have the required number of signatures as indicated on the following page.**

The person circulating the petition for nomination must complete and sign the bottom portion in the presence of a notary. Each petition page must be notarized. The person circulating the petition for nomination may not notarize their own circulator's affidavit and signature. Blank petition pages may be photocopied, or additional forms are available from the Douglas County Clerk's office. **All petition pages must be fastened together and numbered.**

3. **Statement of Economic Interest:** (5 ILCS 420/4A-105, 4A-106)

Required by the Illinois Governmental Ethics Act, this form must be filed with County Clerk and a receipt issued. The receipt must be filed with the petition papers. The receipt is the only form that may be added to your petition papers once they have been filed. Filing the receipt later will not change the date or time of the original filing, but it must be filed with the County Clerk's office by close of business on December 4, 2023. **NOTE:** A candidate who filed a Statement of Economic Interest for the same unit of government within the calendar year with the County Clerk need not file another statement.

4. **Loyalty Oath: #P-1C** (optional) (10 ILCS 5/7-10.7)

If completed, file with nomination papers.

**FILING DATES AND PROCEDURES:** (10 ILCS 5/7-12, items 2 & 6)

1. Nomination papers are filed **Monday, November 27, 2023, through Monday, December 4, 2023**, with the Douglas County Clerk during normal office hours. Petitions may be filed in person by the candidate or a representative, or by mail. Nomination papers received in the mail before the first day of the filing period will be returned to the sender as not filed.
2. Nomination papers will be stamped noting the day and hour filed. A receipt is issued to the filer. All petitions filed by persons waiting in line at 8:30 a.m. on the first day of filing, Monday, November 27, 2023, and those petitions received in the day's first mail delivery are deemed "simultaneously" filed (as to appear first on the ballot). Petitions filed within the last hour of filing on Monday, December 4, 2023, are also deemed "simultaneously" filed (as to appear last on the ballot).
3. A public lottery determines ballot position when two or more petitions from the same political party are simultaneously filed for the same office. When a candidate files their nominating petition, the Douglas County Clerk will notify the candidate of the time and place the lottery will be held if one is required.

**This packet of information is being provided by the Douglas County Clerk as a courtesy to prospective candidates. Information and suggested forms are also available on the Illinois State Board of Elections website [www.elections.il.gov](http://www.elections.il.gov). It is important to note that Nominating Petitions are subject to legal challenge by objectors if improperly completed. The Electoral Board, chaired by the County Clerk, holds hearings to consider and resolve these objections. Please be advised that the County Clerk and staff are not able to provide legal opinions to individuals regarding their nominating petitions. The County Clerk and staff will not notarize any part of the nominating petitions. Prospective candidates are encouraged to consult their own legal advisors on questions related to qualifications for office, preparation of petition papers, circulator requirements, signature requirements, etc., because once the nominating petitions are officially filed, they cannot be changed or amended.**

COUNTY OFFICES: Petitions must be signed by at least .5% (.005) of the votes cast for the candidate of his/her party who received the highest number of votes in the county at the 2022 General Election. The party candidate with the highest vote in the county could be any federal, state or county candidate. (10 ILCS 5/7-10 (c))

COUNTY BOARD: The offices elected by district, at least .5% (.005) of the qualified electors of his/her party in the district who cast votes at the last preceding general election. (Determined by the number of votes received by the candidate of each political party who received the highest number of votes in the district at the 1st regular election at which an officer was scheduled to be elected from that district; the candidate with the highest number of votes could be federal, state, or county candidate.) (10 ILCS 5/7-10(c))

**MINIMUM SIGNATURE REQUIREMENTS – MARCH 19, 2024, PRIMARY ELECTION**

	<b>Democratic</b>	<b>Republican</b>
State's Attorney	<b>10</b>	<b>30</b>
Circuit Clerk	<b>10</b>	<b>30</b>
Coroner	<b>10</b>	<b>30</b>
County Board District 1	<b>1</b>	<b>4</b>
County Board District 2	<b>2</b>	<b>5</b>
County Board District 3	<b>2</b>	<b>4</b>
County Board District 7	<b>2</b>	<b>6</b>
Precinct Committeeperson	<b>10</b>	<b>10</b>

Candidates may create their own petition papers pursuant to the State Board of Elections Candidate's Guide. It is advisable for competent legal counsel to review a candidate's completed documents and one's qualifications for candidacy. **The County Clerk and staff cannot give legal opinions on nominating petitions.** The County Clerk serves as Douglas County Electoral Board chairperson in hearings on legal objections to petition papers.

**Candidates are strongly advised to obtain competent legal counsel on qualifications for office, completion of petition papers, signature requirements, and the qualifications of signers and circulators, to guard against common errors.**