



Nomination Petition Circulator's Instructions

City Clerk's office 303-538-7230
9500 Civic Center Drive
Thornton, Colorado 80229-4326

- Remind individuals picking up Nomination Petitions (Petitions) that the candidate information in the box at the top of the Petition must be filled in **before** circulating the Petition. A minimum of **25 signatures** of registered electors within the ward for Council candidates or 25 signatures within the City for Mayoral candidates is required. Candidates are encouraged to get more than the minimum 25 signatures since some residents may not be registered.
- Petitions may be circulated beginning **August 6, 2019** and must be returned to the City Clerk's office no later than **5:00 p.m., August 26, 2019**. Candidates must then sign the Qualification Affirmation Statement.
- Multiple Petitions may be circulated and filed together as one Nomination Petition; however, there can only be one circulator for each Petition page.
- The box at the top of every Petition must be filled in to show the Candidate's name, home address, and the office they are seeking before circulating the Petition.
- Each registered elector must sign and print or, if unable to do so, have someone other than the circulator enter that information for him/her [as required by C.R.S. 31-10-302(3)].
- A signer must include street number and name, City and County where they reside and are registered to vote. A Post Office Box is not a place of residence. Signatures will be eliminated if information is incomplete, including the use of ditto marks, and/or if the individual is not registered or a Post Office Box is listed as the address.
- Council Candidates may secure signatures from any registered elector within his/her respective Ward. However, an elector cannot sign more than one Petition for any one Council Candidate within the specific Ward.
- Mayoral Candidates may secure signatures from any registered elector within the City of Thornton. However, an elector cannot sign more than one Petition for any Mayoral Candidate within the City.
- The Circulator must initial the bottom of page 1 and towards the top of page 2, at the end of the "Signatures of Petitioners" Section, then sign the Affidavit of Circulator on page 2. Remember, the Circulator's Affidavit must be completed by the person circulating the Petition. The Affidavit must be signed in the presence of a Notary Public before submitting the Petition. No additional signatures can be collected after the Affidavit has been notarized.
- A Petition circulator must personally observe every eligible voter who signs the petition. (Petitions cannot be left on a counter or desk unattended for persons to sign.)
- The Acceptance of Nomination must be completed by the Candidate and signed in the presence of a Notary Public before submitting the Petition. The Candidate must complete all portions on the back page of the Petition including how they want their name to appear on the ballot. Nicknames may be used but no degrees or titles are allowed. Only quotation marks can be used with nicknames, i.e., James "Jim" Jones, and no parentheses.
- The Petition will be verified for sufficiency and the Candidate will be notified after the five-day protest period has passed.
- All Candidates are invited to attend the Election Commission meeting on September 4 to witness the casting of lots to determine the ballot order.
- If you have any questions, please contact Kristen Rosenbaum, City Clerk, 303-538-7309, or Nancy Vincent, Senior Deputy City Clerk at 303-538-7223.