

CANDIDATE PETITION POLICIES & REGULATIONS
Hillsborough County
FS 99.095 Alternative Method of Qualifying

Candidate Petition Period begins when the candidate has filed the appointment of campaign treasurer and designation of campaign depository FS 99.095(2)(a).

During the petition collection period a candidate must collect the signatures of **one (1%) percent** of the registered voters residing in the district as of the last general election (November 2008) unless otherwise specified. Verification of Hillsborough County voter signatures is done at the Supervisor of Elections office for a fee of 10 cents per signature. Deadline to submit petitions for Federal, Officers of the Judicial Circuit and Judicial candidates is **Noon, March 29, 2010**. For all other candidates, the deadline to submit petitions is **Noon, May 17, 2010**.

OATH

As a result of legislation passed in the 2005 Legislative session, candidates are no longer required to file the Alternative Method Affidavit.

PETITION FORMS

Candidates are responsible for printing their own petitions based on the form prescribed by the State Division of Elections. The prescribed form can be downloaded from the Division of Elections web-site at <http://election.dos.state.fl.us> under the Forms and Publications menu.

Candidates are not required to include a political advertisement disclaimer language on the petition form. However, if the petition form is reproduced as part of a larger document promoting his or her candidacy the **document** must include a political disclaimer:

“Political Advertisement, paid for and approved by (*Candidates Name*) (*Party Affiliation*) for *Office Sought*.”

Prior to collecting signatures, the petition cards must contain the name of the candidate, the office, the party designation, if applicable, and the group, district or seat number.

COLLECTING SIGNATURES

Candidates may begin collecting signatures on petitions supporting his or her candidacy anytime after their DS-DE9 is filed with their filing officer.

Before a person's signature can be counted as valid, that person must be registered to vote in Hillsborough County **and** be a resident in the district in which the candidate is seeking office.

Example: If a candidate for County Commission District 3 is attempting to run by petition, valid signatures are those voters who, according to our voter files, reside within the

SUBMITTING PETITIONS FOR VERIFICATION

The candidate/agent of the candidate submits the petitions to the Supervisor of Elections office for verification. The petitions should be bundled with a rubber band in groups of 100. The count will be verified by a Supervisor of Elections staff person in the presence of the candidate/agent at the time they are received. A receipt for the petitions will be date and time stamped and then signed by the SOE staff person and the candidate/agent.

CANDIDATES SELECT ONE OF THE TWO FOLLOWING OPTIONS:

Option A -- Name by Name Verification: If the candidate selects this option, every signature petition card will be verified. The sum of 10 cents per signature is required at the time the petitions are delivered.

See Option A for examples.

Option B -- Random Sample Verification: If the candidate selects this option, he or she must turn in a minimum of 115% of the required number of petitions needed along with a deposit of \$10. **The candidate must count and number the petitions before submitting them for verification. Petition cards should be numbered sequentially in the top right hand corner and bundled with a rubber band into groups of 100.** Petition cards are selected randomly in groups of 100 and verified. If the candidate fails to reach the number needed through random sampling, full payment will be required before the verification process begins of every card - name by name. The total charge for **Option B** will depend on the acceptance/rejection rate and could be anywhere from a total of \$10 to the cost of verifying every petition card at 10 cents per card.

See Option B for examples.

Note: Petitions from candidates running for a district requiring fewer than 200 petitions (Special Taxing Districts and Community Development Districts) must use Option A.

VERIFICATION FEE

Payment is due at the time the petitions are delivered. The fee must be paid with a check from the candidate's campaign account and made payable to the Supervisor of Elections.

If the candidate chooses **Option A - Name by Name Verification**, the sum of 10 cents per signature is required at the time the petitions are delivered.

If the candidate chooses **Option B - Random Sample Verification**, the candidate must pay a deposit of \$10 at the time the petitions are delivered. The total charge for random verification will depend on the acceptance/rejection rate and could be as low as \$10 and as high as the cost of verifying every signature card. If the candidate fails to reach the required number of signatures in the random sample, full payment is required before verifying each petition card name by name.

Undue Burden Oath - An "undue burden" oath, stating that you are unable to pay the charges for verifying petitions without imposing an undue burden on your personal resources or on resources otherwise available to you, may be signed and the verification fee will be waived. However, **F.S.106.141(6)** states that prior to disposing of funds, any candidate who filed an undue burden oath shall reimburse the state or local governmental entity, whichever is applicable, for such waived assessment fee.

PETITION PROCESSING

Candidate petitions will be processed in the order in which they are received.

If the candidate chooses **Option B - Random Sample**, petitions will be verified when the candidate turns in a minimum of 115% of the number required.

(See Number of Petitions Needed for Random Sample Verification)

We are only able to validate those signatures on petitions which have been signed by voters whose names appear in our active voter registration database. Therefore, if a newly registered voter signs a petition and the petition is processed **before** the voter's name is entered into our voter registration files, that petition cannot be counted as valid.

The address of the voter on the voter registration database when the petition is processed will be considered to be the valid address. **The petition form is no longer a valid option for changing a voter's address, therefore, the box indicating that this is a change of address for voter registration purposes is no longer on the petition form.**

The Supervisor of Elections office will only verify petitions that contain an original signature,(faxed and copies of signatures will not be valid). In addition, petition forms **must** contain all of the following information when submitted or they will be deemed **invalid**.

- The signee's name;
- The signee's residential street address (including city and county)
- The signee's date of birth;
- The signee's signature; and
- The date the elector signed the petition.

Candidates may:

- Inquire about the progress and count of their petitions at any time.
- Monitor the petition validation process upon request.
- Review the petitions after they have been processed.

Processing of a candidate's petitions will stop once the required number of petitions has been accepted as valid.

Petitions submitted to the Supervisor of Elections office for processing must remain in the custody of the Supervisor of Elections.

CERTIFICATE OF PETITION QUALIFYING

Prior to the first date for qualifying, the Supervisor of Elections will notify the candidate if he or she has the required number of valid signatures and whether or not any verification fee balance is due. The supervisor will provide successful candidates with a "**Certificate of Petition Qualifying**" upon payment in full of the petition verification fee.

QUALIFYING WEEK - Noon, April 26, 2010 – Noon, April 30, 2010 for Federal and Judicial Candidates and **Noon, June 14, 2010 - Noon, June 18, 2010** for all other Candidates.

During qualifying week, candidates must submit to the Supervisor of Elections the Certificate of Petition Qualifying and complete required paperwork included in the qualifying packet.

PENALTIES:

F.S. 104.185 Petitions - Knowingly signing a petition more than once; Signing another person's name or a fictitious name.

- (1) A person who knowingly signs a petition or petitions for a candidate, minor political party, or an issue more than one time commits a misdemeanor of the first degree, punishable as provided s. 775.082 or s. 775.083.
- (2) A person who signs another person's name or a fictitious name to any petition to secure ballot position for a candidate, a minor political party, or an issue commits a misdemeanor of the first degree, punishable as provided in s. 775.082 or s. 775.083.

NAME BY NAME VERIFICATION - OPTION A

Name by Name Verification (Option A), the candidate turns in petitions greater than or equal to the number required to attain ballot position. See the next two pages for Petitions Needed for 2008. We recommend for Option A that the candidate turn in a minimum of 10% more than the required number to allow for invalid signatures.

***Example:** A County Commission Candidate running in District 1 needs 1,473 petition signatures. The candidate turns in 1,650 petitions along with a campaign check for \$165. We verify 1,631 (1,473 were accepted as valid and 158 rejected), which is an 90.3% accuracy rate.*

The total verification fee for 1,631 petitions is \$163.10. The candidate qualifies for the ballot and receives a refund of \$1.90.

[Note: When we reach the number of petitions needed for ballot qualification, we stop verifying the candidate's petitions.]

Candidates submit petitions for Name by Name Verification as follows:

- 1) Petition signatures must be on petition cards prescribed by the Division of Elections. Prior to collecting signatures, the petition cards must contain the candidate's name, the office, the party designation, if applicable, and the group or district number.
- 2) Candidate petitions will be processed in the order in which they are received.
- 3) The candidate/agent of the candidate submits the petitions to the Supervisor of Elections office for verification. The petitions should be bundled with a rubber band in groups of 100. The count will be verified by a Supervisor of Elections staff person in the presence of the candidate/agent at the time they are received. A receipt for the petitions will be date and time stamped and then signed by the SOE staff person and the candidate/agent.
- 4) Pay a petition verification fee of **ten cents** per signature at the time of delivery.

OR

- 5) Undue Burden Oath - stating you are unable to pay the charges for verifying petitions without imposing an undue burden on your personal resources or on resources otherwise available to you, may be signed, and the verification fee will be waived. However, **F.S. 106.141(6)** states that prior to disposing of funds, any candidate who filed an undue burden oath shall reimburse the state or local governmental entity, whichever if applicable, for such waived assessment fee.

*See next page - Number of Petitions
Needed for Name by Name*

PETITIONS NEEDED FOR 2010

Based on 2008 General Election Totals for Hillsborough County: 701,464

OPTION A - Name by Name Verification

1% of total number of registered voters within the district or county from the last preceding general election. These numbers are based on the preliminary registration statistics found on the Division of Elections website and are subject to change for Federal and State candidates only.

| FEDERAL | |
|---|-------|
| U.S. House of Representatives | |
| District 9 | 4,870 |
| District 11 | 3,892 |
| District 12 | 4,578 |
| STATE | |
| State Senate | |
| District 10 | 3,127 |
| District 12 | 3,146 |
| District 16 | 2,837 |
| District 18 | 2,304 |
| State Representatives | |
| District 47 | 955 |
| District 55 | 772 |
| District 56 | 1,122 |
| District 57 | 924 |
| District 58 | 697 |
| District 59 | 783 |
| District 60 | 929 |
| District 61 | 1,433 |
| District 62 | 907 |
| District 63 | 864 |
| District 67 | 1,497 |
| District 68 | 882 |
| State Attorney and Public Defender | N/A |
| COUNTY | |
| County Commission | |
| District 1 | 1,609 |
| District 3 | 1,454 |
| District 5 | 7,015 |
| District 7 | 7,015 |

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|--------------------------------|-----|
| Constitutional Officers | |
| Clerk of the Circuit Court | N/A |
| Property Appraiser | N/A |
| Sheriff | N/A |
| Supervisor of Elections | N/A |
| Tax Collector | N/A |

| NONPARTISAN | |
|--|--|
| Judicial Offices | |
| Circuit Court Judge | 7,015 |
| County Court Judge | 7,015 |
| School Board | |
| District 2 (Single-Member) | 1,937 |
| District 4 (Single-Member) | 2,017 |
| District 6 (County-Wide) | 7,015 |
| Soil & Water Conservation District Supervisor | 25 |
| Special Districts | (See Special Tax District Fact Sheet) |
| Community Development Districts | |
| Arbor Greene | 25 |
| Cheval West | 25 |
| Cory Lakes | 25 |
| Covington Park | 25 |
| Fishhawk | 25 |
| Heritage Harbor | 25 |
| Heritage Isle | 25 |
| Lake St. Charles | 25 |
| Parkway Center | 25 |
| Tampa Palms | 25 |
| Tampa Palms Open Space & Transportation | 25 |
| Westchase | 25 |
| Westchase East | 25 |

RANDOM SAMPLE VERIFICATION - OPTION B

Florida law allows candidates to choose the random sampling method for the verification of petition signatures. This approach involves a system of verifying signatures by means of statistically sampling petitions rather than verifying each signature card submitted. A computer generated random number table, formula, and procedure provided by the State of Florida Division of Elections is used to determine which petition cards are selected. The maximum allowable error rate is calculated from a statistical formula that has a confidence level of 99.9 percent. If the required statistical level is not attained after verifying the first random sample of 100 petitions, another random sample is determined and processed. Sampling will continue until the petitions are statistically accepted or rejected. If the candidate fails to reach the number needed from all of the random samples, the candidate can choose to have every card verified at a cost of 10 cents per signature.

***Example:** A County Commission Candidate running in District 1 needs 1,473 petitions for ballot position. He chooses the Random Sampling Method (Option B), pays \$10 and turns in 1,694 (115% of the number of petitions required to attain ballot position). We verify the first sample of 100 petitions and find seven (7) are invalid. Under the formula, this candidate could not have more than six (6) invalid. Since there were 7 invalid signatures, we must check the next set of 100.*

In the second sample, five (5) signatures are invalid. Again using the formula for the second set (a total of 200 petitions), the number of invalid signatures can be no greater than eight (8). Since the total invalid signatures in the second set was less than 8, the petitions are accepted. The candidate owes an additional \$10 and has qualified for the ballot.

If you would like to request a complete technical copy of the Random Sample Verification Method Report which includes the procedures, formulas, and random charts and tables, please contact our office and we will mail you a copy.

Candidates submit petitions for Random Sample Verification as follows:

- 1) Petition signatures must be on petition cards prescribed by the Division of Elections. Prior to collecting signatures, the petition cards must contain the candidate's name, the office, the party designation, if applicable, and the group or district number.
- 2) Submit a **minimum of 115%** of the number needed (see following pages for list of offices and the corresponding 115% random sample totals needed).
- 3) Candidate must **count and number the petitions** before submitting them for verification. Each petition card should be numbered in the top right hand corner. Petitions should be counted and bundled with a rubber band into groups of 100. The count will be verified by a Supervisor of Elections staff person in the presence of the candidate/agent at the time they are received. A receipt for the petitions will be date and time stamped and then signed by the SOE staff person and the candidate/agent.

- 4) Pay a petition verification fee of **\$10** for processing the first random sample of 100 petitions. If additional sampling is needed, the candidate will be billed the additional charge of \$10 for each additional group of 100 petitions that is verified.

If the candidate fails to reach the required number of signatures through the random samples, he or she will have the option of requesting a name by name verification of every card submitted and can bring in additional cards prior to the **noon deadline of May 17, 2010**. Full payment of **10 cents per card** is required before verifying every petition card name by name.

When the random sample has been completed for state-level/multi-county candidates, a certificate designed for random samples is completed and sent to the Division of Elections. The Certificate of Petition Qualifying will be withheld until the verification fee is paid, unless the candidate has an Undue Burden Oath on file.

*See next page - Number of Petitions
Needed for Random Sampling*

PETITIONS NEEDED FOR 2010

Based on 2008 General Election Totals for Hillsborough County: 701,464

OPTION B – Random Sample Verification

Number of Petitions needed equals 115% of the number of required petitions to attain ballot position
 These numbers are based on the preliminary registration statistics found on the Division of Elections website and are subject to change for Federal and State candidates only.

| FEDERAL | |
|---|-------|
| U.S. House of Representatives | |
| District 9 | 5,601 |
| District 11 | 4,476 |
| District 12 | 5,265 |
| STATE | |
| State Senate | |
| District 10 | 3,596 |
| District 12 | 3,618 |
| District 16 | 3,263 |
| District 18 | 2,650 |
| State Representatives | |
| District 47 | 1,098 |
| District 55 | 888 |
| District 56 | 1,290 |
| District 57 | 1,063 |
| District 58 | 802 |
| District 59 | 900 |
| District 60 | 1,068 |
| District 61 | 1,648 |
| District 62 | 1,043 |
| District 63 | 994 |
| District 67 | 1,722 |
| District 68 | 1,014 |
| State Attorney and Public Defender | N/A |
| COUNTY | |
| County Commission | |
| District 1 | 1,851 |
| District 3 | 1,673 |
| District 5 | 8,067 |
| District 7 | 8,067 |

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|--------------------------------|-----|
| Constitutional Officers | |
| Clerk of the Circuit Court | N/A |
| Property Appraiser | N/A |
| Sheriff | N/A |
| Supervisor of Elections | N/A |
| Tax Collector | N/A |

| NONPARTISAN | |
|---|---------------------------------------|
| Judicial Offices | |
| Circuit Court Judge | 8,067 |
| County Court Judge | 8,067 |
| School Board | |
| District 2 (Single Member) | 2,228 |
| District 4 (Single-Member) | 2,320 |
| District 6 (County-Wide) | 8,067 |
| Soil & Water Conservation District Supervisor | N/A |
| Special Districts | (See Special Tax District Fact Sheet) |
| Community Development Districts | |
| Arbor Greene Community Development District | N/A |
| Cheval West Community Development District | N/A |
| Cory Lakes Community Development District | N/A |
| Covington Park Community Development District | N/A |
| Fishhawk Community Development District | N/A |
| Heritage Harbor Community Development District | N/A |
| Heritage Isle Community Development District | N/A |
| Lake St. Charles Community Development District | N/A |
| Parkway Center Community Development District | N/A |
| Tampa Palms Community Development District | N/A |
| Tampa Palms Open Space & Transportation Community Development District | N/A |
| Westchase Community Development District | N/A |
| Westchase East Community Development District | N/A |