



HOW TO MAKE A DIFFERENCE

Running for Local Office in Pennsylvania

How to get Started

Who is eligible to run for office in Primary ?*

- Minimum age requirement – 18 years old
- Must be a registered voter of a major political party for primary election
- Must live in the county or voting district for 1 year /
Constable 30 days
- Not have been convicted of embezzlement of public funds, perjury, bribery, or infamous crimes (felony conviction)

*This is for most county/local offices. There is specific offices that require additional qualifications/education

Local Offices up for Re-election in 2023

- Magisterial District Judge Montrose
- Magisterial District Judge Northern

Petition signatures needed 100 per party, can cross file, Fee \$50.00 dollars per petition, 6 year term

County Offices

- County Commissioner, District Attorney, Register & Recorder, Coroner, County Auditor, County Treasurer

Petition signatures needed-100, Filing Fee- \$100.00 dollars, term 4 years

Local Offices up for Re-election in 2023

Borough Council

- Forest City-3
- Friendsville-1
- Great Bend-3
- Hallstead-3
- Hop Bottom-2
- Lanesboro-3
- Little Meadows-2
- Montrose Ward 1 -1
- Montrose ward 2- 2
- New Milford-3
- Oakland- 3
- Susquehanna-4
- Thompson- 4
- Union Dale-3

Ten (10)Petition signatures needed, no filing fee, term 4 years

Township Supervisors

- All township have 1 supervisor up for re-election
- Ten (10)Petition signatures needed, no fee, 6 year term

Township Auditors

- All township have 1 up for re-election
- Ten (10)Petition signatures needed, no fee, 6 year term

Constable

- 10 will be on ballot Auburn, Bridgewater, Dimock, Harford, Herrick, Middletown, Montrose 1w, Montrose 2w, New Milford and Rush (16 vacant can petition Judge to fill)
- Ten (10)Petition signatures needed, 10.00 dollar filing fee, 6 year term

School Directors up for Re-election

- **Blue Ridge** –5- New Milford Boro/Twp-1, New Milford Twp-1, Hallstead Boro-1, Jackson Twp/Great Bend Twp-1, Jackson Twp-1
- **Elk Lake** – 5 – 4 are in Susquehanna County- Auburn Twp-1, Dimock Twp-1, Middletown Twp-1, Rush Twp-1
- **Forest City** - 5 - 2 are in Susquehanna County- Forest City Boro-2
- **Montrose** - 5 – Jessup / Montrose Boro 1w &2w –1, Bridegewater / Franklin, Liberty – 2, Apolacon / Choconut / Forest Lake / Little Meadows Boro / Silver Lake - 2
- **Mountain View**- 5- Gibson-1, Clifford Twp-1, Lenox-1, Harford -1, Hop Bottom Boro-1
- **Susquehanna** –5- Lanes Boro / Oakland Twp / Oakland Boro-2, Susquehanna Boro-1, Ararat Twp / Harmony / Thompson Boro / Thompson Twp / Wayne Co - 2

Ten (10)Petition signatures needed, no filing fee, can cross file, 4 year term

Open Republican Committee Positions

31 TOTAL VACANT COMMITTEE POSITIONS

- Auburn Township-1
 - Bridgewater Township-1
 - Clifford Township -1
 - Franklin Township -1
 - Friendsville Borough-2
 - Gibson Township-2
 - Great Bend Borough- 2
 - Harford Township-2
 - Harmony Township-1
 - Herrick Township -1
 - Hop Bottom-2
 - Jessup Township- 1
 - Lanesboro Borough-1
 - Lenox Township-1
 - Liberty Township-1
 - Little Meadows Borough- 1
 - Middletown Township- 2
 - Oakland Borough- 2
 - Rush Township-2
 - Susquehanna Borough-1
 - Thompson Borough-2
 - Union Dale Borough- 1
- ✓ Filled by appointment only
 - ✓ Write letter of interest email
 - ✓ donnacosmello@yahoo.com
 - ✓ Committee members are on ballot in 2026
 - ✓ 4 year term
 - ✓ No Statement of Financial Interest Needed
 - Volunteer email or call Donna 570-849-0134

HOW TO GAIN ACCESS TO PRIMARY BALLOT

- Nomination petition with required paperwork
 - REMEMBER: You have to be a registered voter of a major political party, e.g. Republican or Democrat
- Write in candidate- have voters write your name in for position you are seeking

Gathering paperwork for Nomination Petition

- All forms are issued and returned to the Susquehanna County Voter registration office. The packet issued includes:
- Candidate Information & Data Processing Sheet
- Calendar for Nomination petition circulation dates/ filing deadline
- Nomination petition instructions / petition
- Number of signatures required per Office –and if you can cross file
- Candidate's Affidavit and Waiver of Expense Account reporting Affidavit /Statement of Circulator (back of petition)
- State Ethic's Commission Affidavit
- Statement of Financial Interest form must be completed and filed with petition (original goes to municipality or school district) where office is sought
- Petition Checklist
- Voter registration list for county or by district must request
- Campaign Finance Reporting with time lines if applicable (spending more than 250:00 on campaign) online

PETITION CHECKLIST

**COMPLETE CHECKLIST BEFORE FILING PETITION & BRING THE FOLLOWING TO THE COURTHOUSE:
(Paperwork is included in packet)**

- Petition with all blanks filled in properly (refer to included instructions).
- All applicable sections on petition notarized (refer to included instructions).
** Prothonotary's Office in Susquehanna Courthouse may notarize for you**
- Completed Candidate Information & Data Processing Sheet
- Filing fee if applicable (refer to included instructions)
- Statement of Financial Interest (refer to included instructions)
(ORIGINAL COPY FILED IN CORRECT PLACE MY OFFICE ONLY RECIEVES A COPY ATTACHED TO PETITION)
Judge of Election, Inspector of Election, and Party Committeeman/woman EXEMPT from this form – all other candidates MUST complete this form
- State Ethic's Commission Affidavit
- Name Affidavit if applicable (if want to be on the ballot as a different name than what you are registered as)

NOTICE: IF YOU NEED COPIES OF ANY OF YOUR PAPERWORK, MAKE THEM BEFORE FILING. ONCE FILED, COPIES WILL BE \$0.25 PER SHEET

**Susquehanna County Voter Registration/Elections
(570) 278-4600 x 4090
31 Lake Ave (physical)
PO Box 218 (mailing)
Montrose, PA 18801**

CALENDAR FOR NOMINATION PETITION CIRCULATION DATES/ FILING DEADLINE

Can only circulate petition/ gather signatures during set time frame
First day to circulate petition February 14, 2023
Last day to circulate is March 7, 2023

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF STATE
BUREAU OF ELECTIONS

2023 PENNSYLVANIA ELECTIONS IMPORTANT DATES TO REMEMBER

First day to circulate and file nomination petitions	February 14
Last day to circulate and file nomination petitions	March 7
First day to circulate and file nomination papers	March 8
Last day to file objections to nomination petitions.....	March 14
Last day for withdrawal by candidates who filed nomination petitions.....	March 22
Last day to REGISTER before the primary.....	May 1
Last day to apply for a mail-in or civilian absentee ballot.....	May 9
Last day for County Boards of Elections to receive voted mail-in and civilian absentee ballots (must be received by 8:00 P.M.)	May 16
MUNICIPAL PRIMARY	May 16
First day to REGISTER after primary	May 17
Last day for County Boards of Elections to receive voted military and overseas absentee ballots (submitted for delivery no later than 11:59 P.M. on May 15).....	May 23
Last day to circulate and file nomination papers	August 1
Last day to file objections to nomination papers	August 8
Last day for withdrawal by candidates nominated by nomination papers.....	August 8
Last day for withdrawal by candidates nominated at the primary	August 14
Last day to REGISTER before the November election.....	October 23
Last day to apply for a mail-in or civilian absentee ballot.....	October 31

Tips and Guidelines

Office Type
Signatures
Fee
Cross-File
Resident requirement

OTHER TIPS AND GUIDELINES:

1. **Items #1-10 & #17 must be filled out before circulating petition.** The *Candidate's Affidavit* on each petition page must be signed and notarized after circulation and prior to filing.
2. To use a nickname on a petition, you must have been known by that name for more than 5 years and sign an affidavit to that effect. This form is included in the petition packet you received.
3. **A copy of the Statement of Financial Interests (included in your packet), is required to be filed with the County, must be submitted with and a copy appended to your nomination petition.** The original must be filed according to the instructions on the back of the State Ethics Commission/Statement of Financial Interests.
NOTE: Judge/Inspector of Election & Party Committeeman are NOT required to complete this.
4. Nomination petitions must be accompanied by the proper FILING FEE (if applicable), according to the following fee schedule. **The fee must be paid by cash, certified check, or money order made payable to "County of Susquehanna".** Personal checks that are not certified cannot be accepted. Filing fees will not be refunded for any reason, including candidate withdrawal.

OFFICE/PETITION TYPE	SIGNATURES*	FEE*	CROSS-FILE	RESIDENT REQ.
JUDGE OF COMMON PLEAS	250/per party	\$100/per party	YES	1 YEAR
MAGISTERIAL DISTRICT JUDGE	100/per party	\$50/per Party	YES	1 YEAR
COUNTY (Commissioner, DA, Prothonotary, Register & Recorder, Coroner, Sheriff, Treasurer)	100	\$100	NO	1 YEAR
BOROUGH OFFICES (Mayor, Councilman, Auditor, Tax Collector)	10	NONE	NO	1 YEAR
TOWNSHIP OFFICES (Supervisor, Auditor, Tax Collector)	10	NONE	NO	1 YEAR
SCHOOL DIRECTOR	10	NONE	YES	1 YEAR
CONSTABLE	10	\$10	NO	30 DAYS
JUDGE OF ELECTIONS	10	NONE	NO	1 YEAR
INSPECTOR OF ELECTIONS	10	NONE	NO	1 YEAR
REPUBLICAN/DEMOCRATIC COMMITTEE MEMBERS	10	NONE	NO	CHECK WITH SPECIFIC PARTY

*(P.S 2873)

5. If you desire copies of the nomination petitions you are filing, please make them before you file them in the Elections Office. Once filed, they become the property of the County of Susquehanna and are subject to the Department's .25 cent per page copying fee.
6. Candidates that are permitted to Cross-file (file petitions for both Democratic and Republican parties) **MUST** have separate petitions for each party. There **MUST** be a registered Democrat to circulate the Democratic petition and a registered Republican to circulate the Republican petition.

Tips and Guidelines

Office Term Length

Party committee person
guide lines

OFFICE TERM-LENGTH:

(designated term-length for unexpired terms are not included – please check with your Borough/Township or the Elections Office.)

4 YEAR TERM	6-YEAR TERM	10 YEAR TERM
Auditor (COUNTY)	Auditor (TWP/BORO)	Judge of the Court of Common Pleas
Borough Councilman	Constable	
Commissioner	Magisterial District Judge	
Coroner	Township Supervisor	
District Attorney		
Inspector of Election		
Judge of Election		
Party Committeeman		
Prothonotary/Clerk of Courts		
Register & Recorder of Deeds		
School Director		
Sheriff		
Tax Collector (TWP/BORO)		
Treasurer		

SIGNERS:

- Each signer may sign petitions for as many openings that are available per each office/position. (Example: Mayor is a "Vote for ONE" office, therefore; a signer may only sign one candidate's petition and no others. Example 2: Councilman could be a "Vote for Not More than THREE" office, therefore; a signer may sign up to three petitions and no others.
- Each signer must personally sign his name in the "Signature of Elector" column and fill out items # 11-16.

This section for Party Committeeman/woman ONLY:

Signers:

- Democratic Party – may sign a petition for 1 male and 1 female candidate
- Republican Party – may sign up to 2 petitions (gender does not matter)

Circulators:

- Are not required to reside within the political district per recent State litigation, but nomination petitions may be challenged if circulated by someone outside of the relevant political district.
- If the circulator of the petition is not the candidate, he or she must be a registered voter of the same party as the candidate.

ALL PETITIONS MUST BE RECEIVED IN THIS OFFICE NO LATER THAN 4:30 P.M. MARCH 7, 2023.

SUSQUEHANNA COUNTY ELECTION BUREAU
PO BOX 218/31 Lake Avenue
MONTROSE, PA 18801
(570) 278-4600 x 4090/ (570) 278-6697

Number of signatures required per Office

OFFICE SIGNATURE REQUIREMENTS AND FILING FEES

Office	Signature Requirement	Filing Fee
Judge of Common Pleas	250 per party Cross-File Allowed	\$100 per party
Magisterial District Judge	100 per party Cross-File Allowed Cross Circulate Allowed	\$50 per party
County Offices (Commissioner, DA, Prothonotary, Register & Recorder, Coroner, Sheriff, County Treasurer)	100 May <u>NOT</u> Cross-File	\$100
Borough Offices (Mayor, Councilman, Auditor, Tax Collector)	10 May <u>NOT</u> Cross-File	NONE
Township Offices (Supervisor, Auditor, Tax Collector)	10 May <u>NOT</u> Cross-file	NONE
School Director	10 per party Cross-file Allowed	NONE
Constable	10 May <u>NOT</u> Cross-file	\$10
Judge & Maj/Min Inspector *Financial Interest Statement NOT required*	10 May <u>NOT</u> Cross-file	NONE

Requesting Voter List

REQUEST FOR VOTER LISTS FROM SUSQUEHANNA COUNTY

As provided by 25 Pa.C.S. Sections 1403(c) (relating to Street Lists) and 1404(b)(1) (relating to Public Information Lists), as well as the SURE Regulations at 4 Pa. Code Sections 183.13(c) (relating to Street Lists) and 184.14(b) (relating to Public Information Lists), Susquehanna County will now provide the following lists of public information to requestors:

- A. **Public Information List:** This is a listing of all voters in the county and contains name, residential address, mailing address, date of birth, and date last voted. Absentee listings.
- B. **Street List:** This is a listing of all voters in the county and contains name, residential address, mailing address, party, and status (i.e., active or inactive).
- C. **Walking List:** This is a listing of all voters in the county and is a version of the Street List, except that it does not contain mailing address.
- D. **Full Voter Export List:** This version of the Public Information List is a full export of all voters in the county and contains the following fields: voter ID number, name, sex, date of birth, date registered, status (i.e., active or inactive), date status last changed, party, residential address, mailing address, polling place, date last voted, all districts in which the voter votes (i.e., congressional, legislative, school district, etc.), voter history, date the voter's record was last changed, and phone number if the voter provided it on the application.

Full Voter Export is available for a charge of \$20.00 for Susquehanna County. Please make check or money order made payable to: Susquehanna County.

Note: The voter lists are now available without the 6% sales tax. Senate Bill 1331, which was signed by the Governor on November 29, 2006 (Act 189 of 2006), amended the Pennsylvania Tax Code to exempt all government agencies from the requirement to collect and remit sales tax.

COPIES OF CAMPAIGN FINANCE REQUEST

Campaign finance are open records but Susquehanna County asks for ID and information for our records. Please fill out the section below and the Affirmation section also.

Please identify which report you are interested in here:

AFFIRMATION

I affirm that any information obtained from the records requested from Susquehanna County will not be used for commercial or other purposes, except purposes related to elections, political activities and law enforcement, as required by 25 Pa.C.S. §§ 1207(b) & 1404(c)(2). I further affirm that I will not publish any of the above lists on the Internet, as such publication is prohibited by 4 Pa. Code §§ 183.13 (g) & 183.14 (k).

I verify that this statement is true and correct. I understand that false statements made are subject to the penalties of 18 Pa.C.S. Section 4904, relating to unsworn falsification to authorities.

Requestor's Signature

Requestor's Name (Print)

Requestor's Address

Requestor's Telephone Number/E-mail Address

Date of Request

Requesting information on behalf of:

2

Identification provided by requestor: (Note: Please submit a photocopy of your ID)

- State Driver's License or State Photo ID Card
- Employee Photo I.D. Card Employer Name: _____
- Other Photo ID Card Type of Card: _____
- Other Form of Identification Type of ID: _____

(PLEASE COMPLETE THE BACK OF THIS FORM) REQUEST FOR VOTER LISTS FROM SUSQUEHANNA COUNTY

Electronic Lists Available from Susquehanna County:

SEE FRONT PAGE FOR DESCRIPTION OF EACH

- A. Public Information List
- B. Street List
- C. Walking List
- D. Full Voter Export List (\$20.00 fee)

Please indicate below which list you are requesting for each township or borough by placing the above letter (A-D) of the list desired in the blank.

- | | | |
|---|---|---|
| <input type="checkbox"/> Apolacon Township | <input type="checkbox"/> Hallstead Borough | <input type="checkbox"/> New Milford Borough |
| <input type="checkbox"/> Ararat Township | <input type="checkbox"/> Harford Township | <input type="checkbox"/> New Milford Township |
| <input type="checkbox"/> Auburn Township | <input type="checkbox"/> Harmony Township | <input type="checkbox"/> Oakland Borough |
| <input type="checkbox"/> Bridgewater Township | <input type="checkbox"/> Herrick Township | <input type="checkbox"/> Oakland Township |
| <input type="checkbox"/> Brooklyn Township | <input type="checkbox"/> Hop Bottom Borough | <input type="checkbox"/> Rush Township |
| <input type="checkbox"/> Choconut Township | <input type="checkbox"/> Jackson Township | <input type="checkbox"/> Silver Lake Township |
| <input type="checkbox"/> Clifford Township | <input type="checkbox"/> Jessup Township | <input type="checkbox"/> Springville Township |
| <input type="checkbox"/> Dimock Township | <input type="checkbox"/> Lanesboro Borough | <input type="checkbox"/> Susquehanna Borough |
| <input type="checkbox"/> Forest City Borough | <input type="checkbox"/> Lathrop Township | <input type="checkbox"/> Thompson Borough |
| <input type="checkbox"/> Forest Lake Township | <input type="checkbox"/> Lenox Township | <input type="checkbox"/> Thompson Township |
| <input type="checkbox"/> Franklin Township | <input type="checkbox"/> Liberty Township | <input type="checkbox"/> Union Dale Borough |
| <input type="checkbox"/> Friendsville Borough | <input type="checkbox"/> Little Meadows Borough | |
| <input type="checkbox"/> Gibson Township | <input type="checkbox"/> Middletown Township | |
| <input type="checkbox"/> Great Bend Borough | <input type="checkbox"/> Montrose Borough 1st | <input type="checkbox"/> Complete County |
| <input type="checkbox"/> Great Bend Township | <input type="checkbox"/> Montrose Borough 2nd | |

Political Party: Democrat Republican All Political Parties

Voter Status: All Registered Voters "Active" Voters ONLY

EXAMPLE OF STREET LIST

PA Street List

Federal Voter (Y) IS 0 AND Political Party (T) IS R AND Valid Voter (Y) IS 1

PRECINCT: 01-1 APOLACON TOWNSHIP

Name	Residential Address	Mailing Address	Party	Status
ACKLEY, CHRISTINE A	1826 STATE ROUTE 4013, BRACKNEY, PA 18812		R	A
ACKLEY, FRED S II	1826 STATE ROUTE 4013, BRACKNEY, PA 18812		R	A
ADAMSON, CHERIE LYNN	889 CORK HILL RD, BRACKNEY, PA 18812		R	A
ADAMSON, ROBERT	889 CORK HILL RD, BRACKNEY, PA 18812		R	A
ALLIS, RITA C	1254 MORAN RD, LITTLE MEADOWS, PA 18830		R	A
ANDERSON, SCOTT ANTHONY	469 LYNCH RD, LITTLE MEADOWS, PA 18830		R	A
ANTALOSKY, JAKE EMERSON	211 BOWBRIDGE RD RD, LITTLE MEADOWS, PA 18830		R	A
ARMSTRONG, ANNEMARIE	14651 STATE ROUTE 858, LITTLE MEADOWS, PA 18830		R	A
AUGE, FRANK ALLEN JR	1470 TOWN HOUSE RD RD, LITTLE MEADOWS, PA 18830		R	A
BARNUM, SHANNON MARIE	123 HILLSIDE TER, LITTLE MEADOWS, PA 18830		R	A
BETKAVSKY, LISA ROBYN	645 ABELL RD, LITTLE MEADOWS, PA 18830		R	A
BLACKBURN, WILLIAM H	490 BOWBRIDGE RD, LITTLE MEADOWS, PA 18830		R	A
BRANNING, LEANNE ELIZABETH	68 BROOKSIDE LANE, LITTLE MEADOWS, PA 18830		R	A
BRAZEAL, MARLENE EVE	300 BOWBRIDGE RD, LITTLE MEADOWS, PA 18830		R	A
BRICKWOOD, DONNA M	400 MORAN RD, LITTLE MEADOWS, PA 18830		R	A
BROWN, SUSAN A	13538 STATE ROUTE 858, LITTLE MEADOWS, PA 18830		R	A
BUTLER, JOHN E	3254 BOWBRIDGE RD, LITTLE MEADOWS, PA 18830		R	A
CAIN, AMBER ROSE	1254 MORAN RD, LITTLE MEADOWS, PA 18830		R	A
CAIN, APRIL J	1254 MORAN RD, LITTLE MEADOWS, PA 18830		R	A
CAIN, DINO W	1254 MORAN RD, LITTLE MEADOWS, PA 18830		R	A
CHAMPAIGN, DOUGLAS R	527 MORAN RD, LITTLE MEADOWS, PA 18830		R	A
COOK, VICKI JEAN	537 RYAN RD, FRIENDSVILLE, PA 18818		R	A
COOPER, GEORGIA ANN	678 STATE ROUTE 4013, LITTLE MEADOWS, PA 18830		R	A
CRAVEN, JEREMIAH M	300 BOWBRIDGE RD, LITTLE MEADOWS, PA 18830		R	A
CRAVEN, MARCI JO	300 BOWBRIDGE RD, LITTLE MEADOWS, PA 18830		R	A
CRISAFI, SALVATORE J	14651 STATE ROUTE 858, LITTLE MEADOWS, PA 18830		R	I
DARROW, ALONZO ROBERT JR	1541 BOWBRIDGE RD, LITTLE MEADOWS, PA 18830		R	A
DARROW, WANDA MAY	1541 BOWBRIDGE RD, LITTLE MEADOWS, PA 18830		R	A
DELIA, ANTHONY J	85 PENNSYLVANIA AVE, LITTLE MEADOWS, PA 18830		R	A
DELIA, PATRICIA L	85 PENNSYLVANIA AVE, LITTLE MEADOWS, PA 18830		R	A
DELUCIA, THERESA A	808 CORK HILL RD, BRACKNEY, PA 18812		R	A
EISENBARTH, DAIL YNN L	10655 STATE ROUTE 858, LITTLE MEADOWS, PA 18830		R	I
ESHBAUGH, CURTIS LEE	14130 STATE ROUTE 858, LITTLE MEADOWS, PA 18830		R	A
ESHBAUGH, PAMELA MARIE	14130 STATE ROUTE 858, LITTLE MEADOWS, PA 18830		R	A
FARR, EDITH ANN	3039 LAKE OF MEADOWS RD, LITTLE MEADOWS, PA 18830		R	A

THE INSTRUCTIONS

PETITION CIRCULATION DATES

Starting February 14th,
2023 to March 7th, 2023

HAS TO BE FILED ON
MARCH 7th, 2023

FILING OF NOMINATION PETITIONS:

In an effort to assist candidates in filing of nomination petitions, the following information can help expedite the process:

Please read instructions **COMPLETELY** before filling out petition. If you cannot find the information you are looking for enclosed in this packet, please contact the Susquehanna County Elections Office.
(570-278-4600 EXT 4090)

1. The location for filing nomination petitions is in the Voter Registration Office, at the Susquehanna County Courthouse, 31 Lake Ave, Montrose, PA 18801 (570) 278-4600 EXT 4090.
2. The **FIRST DAY** for candidates to circulate/file nomination petitions is **Friday, FEBRUARY 14, 2023**. The **LAST DAY** to circulate/file nomination petitions is **Tuesday, MARCH 7, 2023**.
3. **ALL PORTIONS** (with exception of "Waiver of Expense Account Reporting Affidavit" depending on candidate's intentions) **MUST** be filled out *before* filing petition with the Susquehanna County Board of Elections office.
4. Black or blue ink pen ONLY. NO PENCIL.

**ALL PETITIONS MUST BE RECEIVED IN
THE VOTER
REGISTRATION/ELECTIONS OFFICE
NO LATER THAN 4:30 P.M.
MARCH 7, 2023.**

DO NOT COLLECT SIGNATURES BEFORE FEBRUARY 14, 2023.

STREET LISTS

- Street lists are available for candidates running for office.
- Forms are attached to your petition packet and copy of ID is required.
- County candidates can obtain street lists County wide for all the districts that fall under their jurisdiction, local offices for the individual district.

DISCLAIMER: The Susquehanna County Elections and Voter Registration Office cannot and will not provide legal, tax, or accounting advice. All candidates and/or voters should solicit advice from a licensed professional in the appropriate field in advance of statutory deadlines and before filing documents in this office. Filers are responsible for ensuring the correctness and completeness of all documents; the Susquehanna County Elections and Voter Registration office is not responsible for errors or omissions.

THE INSTRUCTIONS

Preamble- Must be completed before circulation

ATTENTION: ABSOLUTELY NO WHITE-OUT ALLOWED ANYWHERE ON THE PETITION

PETITION - 10 NAMES - MUNICIPAL 1/21

WILLIAM PENN PRINTING COMPANY, PITTSBURGH, PA

Signatures must be procured within the legal period for securing same; and this Petition must be filed in the office of the County Board of Elections on or before the last day prescribed by law.
EACH SIGNER MAY SIGN PETITIONS FOR AS MANY CANDIDATES FOR EACH OFFICE AS HE OR SHE CAN VOTE FOR, AND NO MORE

COMMONWEALTH OF PENNSYLVANIA

PETITION

To have name of Candidate Printed upon the Official Ballot for the Primary Election

1

We, the undersigned, all of whom are qualified electors of _____ 2 _____ County and _____ 3 _____ and are registered and enrolled members of the _____ 4 _____ Party or Policy, hereby petition the County Board of Elections of _____ 5 _____ County to have the name of _____ 6 _____ whose Profession, Business or Occupation is _____ 7 _____ Place of Residence is _____ 8 _____ printed upon the Official Ballot of the Aforesaid Party in the said District, for the Municipal Primary for the year 20 _____ 9 _____ as a candidate for the Office of _____ 10 _____

SECTION 1 KEY

- 1 - Election Year
- 2 - County where filing
- 3 - Municipality where seeking office (If County wide, indicate such)
- 4 - Nominating political party (Republican or Democrat)
- 5 - County where filing
- 6 - YOUR name exactly as you want it to appear on the ballot.
- 7 - Your job/career/retired
- 8 - Your registered address
- 9 - Election Year
- 10 - The official title of the office for which you are seeking AND the term length in years. (School Directors must indicate which District and Region too)

SECTION 2 KEY

- *The people that sign the petition should be registered as the party indicated in block 4 & registered in appropriate district *
- 11 - Signature of registered voter.
- 12 - Printed name of registered voter as it appears on their voter registration
- 13/14 - Address that is on their voter registration (NO PO BOXES ALLOWED)
- 15 - Can be their city OR the municipality where they are registered.
- 16 - The date they signed (mm/dd/yy)
NO ditto marks allowed

SIGNERS ARE CAUTIONED TO AVOID THE USE OF DITTO MARKS

SIGNATURE OF ELECTOR	PRINTED NAME OF ELECTOR	PLACE OF RESIDENCE			DATE OF SIGNING
		House No.	Street or Road	City, Borough or Township	
11	12	13	14	15	16

ATTENTION: ABSOLUTELY NO WHITE-OUT ALLOWED ANYWHERE ON THE PETITION

THE PETITION

Signatures

- Person signing must be an active registered voter with same party as on petition/live in precinct or district of office sought (voter list needed to check)
- If cross filing you will have 2 petitions one for republicans /one for democrats/ person who circulates petition must represent party
- Person must sign petition themselves no one can sign for them use blue or black ink
- Signature and address must match the voter registration list ...check prior to having person sign (No PO Boxes)
- Date must be filled in (chronologically)
- No white out on petitions....draw a line through error
- A person signing petition can only sign as many petitions as openings.

Always get more signatures than needed because they can be challenged

PETITION - 10 NAMES - MUNICIPAL 1,21

WILLIAM PENN PRINTING COMPANY PITTSBURGH, PA. ©

Signatures must be procured within the legal period for securing same, and this Petition must be filed in the office of the County Board of Elections on or before the last day prescribed by law.

EACH SIGNER MAY SIGN PETITIONS FOR AS MANY CANDIDATES FOR EACH OFFICE AS HE OR SHE CAN VOTE FOR, AND NO MORE.

COMMONWEALTH OF PENNSYLVANIA

PETITION

To have name of Candidate Printed upon the Official Ballot for the Primary Election

We, the undersigned, all of whom are qualified electors of _____ County and _____ and are registered and enrolled members of the _____ Party or Policy, hereby petition the County Board of Elections of _____ County to have the name of _____ whose Profession, Business or Occupation is _____ Place of Residence is _____ printed upon the Official Ballot of the Aforesaid Party in the said District, for the Municipal Primary for the year 20____, as a candidate for the Office of _____

(PLACE OF OFFICE)

SIGNERS ARE CAUTIONED TO AVOID THE USE OF DITTO MARKS

	SIGNATURE OF ELECTOR	PRINTED NAME OF ELECTOR	PLACE OF RESIDENCE			DATE OF SIGNING
			House No.	Street or Road	City, Borough or Township	
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						

FILING RECEIPT FOR CANDIDATE'S PETITION
COUNTY BOARD OF ELECTIONS

NAME OF CANDIDATE _____ PLEASE PRINT

TITLE OF OFFICE _____ PLEASE PRINT

When properly validated, this will be your receipt for the filing of a nomination petition in the name and for the office indicated above. Date and time of filing is indicated on the reverse side.

THIS IS YOUR RECEIPT — GOOD ONLY WHEN PROPERLY VALIDATED BY THE BOARD OF ELECTIONS

NOTE: Signatures taken before the 13th Tuesday before the Primary are illegal. This petition must be filed with the COUNTY BOARD OF ELECTIONS, not later than the ordinary closing hour of said office, by the 19th Tuesday before the Primary. Name of candidate will appear on ballot exactly as indicated on the face of the petition form.

STATEMENT OF CIRCULATOR

I state that I am a qualified elector of the Commonwealth, that I am duly registered and enrolled as a member of the political party designated in this nomination petition, that my residence is as set forth below, that I agree to the foregoing petition signed the same with full knowledge of the contents thereof, that their respective residences are correctly stated therein, that each signed on the date set opposite his or her name, that to the best of my knowledge and belief, the signers are qualified electors, duly registered and enrolled members of the political party and of the political district designated in this petition, and that they are residents in the County specified below. Further, I state the information set forth herein is true and correct to the best of my knowledge, information and belief, and that this statement is made subject to the penalties of 18 Pa.C.S. § 4104 (relating to witness fabrication by a witness).

COUNTY OF PETITION (SIGNER'S RESIDENCE) _____ SIGNATURE OF CIRCULATOR _____
 MUNICIPAL DISTRICT IN WHICH THE NOMINATION PROCEEDINGS TO TAKE PLACE _____ PRINTED NAME OF CIRCULATOR _____
 NUMBER AND STREET ADDRESS OF CIRCULATOR _____
 CITY, BOROUGH OR TOWNSHIP _____ ZIP CODE _____

NOTE: THIS STATEMENT MUST BE COMPLETED AFTER ALL SIGNATURES HAVE BEEN OBTAINED

CANDIDATE'S AFFIDAVIT
COMMONWEALTH OF PENNSYLVANIA } SS:
COUNTY OF _____

Before me, the undersigned in and for said State and County, personally appeared the undersigned, who being duly sworn according to law, did depose and say that he or her residence is as set forth below, that he or she elects district in as set forth below, that the name of the office for which he or she consents to be a candidate is _____

OFFICE OF OFFICE

that he or she is eligible for said office, that he or she will not knowingly violate any election law, or any law regarding and limiting registration and election expenses, and prohibiting corrupt practices in connection therewith, that he or she is aware of the provisions of Section 1625 of The Pennsylvania Election Code regarding pre-election and post-election reporting of campaign contributions and expenditures, and that he or she is not a candidate for an office which he or she already holds, the term of which is not set to expire in the same year as the office subject to the affidavit. Also that he or she is not a candidate for nomination for the same office of any political party other than the one designated in the affidavit. Unlawful action not applicable to Candidates for the offices of School Director or Municipal Council member.

Any candidate for local office shall file a statement of financial interests for the preceding calendar year with the governing authority of the political jurisdiction in which he or she is a candidate on or before the last day for filing a petition to appear on the ballot for election. A COPY OF THE STATEMENT OF FINANCIAL INTERESTS SHALL ALSO BE APPENDED TO THIS PETITION.

Sworn to and subscribed before me:

This _____ day of _____, 20____

SIGNATURE OF CANDIDATE _____
 PRINTED NAME OF CANDIDATE _____
 OFFICIAL TITLE _____ STREET ADDRESS _____ APART OFFICE _____
 My commission expires _____ CITY, BOROUGH OR TOWNSHIP _____
 Election District of Candidate _____ Ward _____ District _____

WAIVER OF EXPENSE ACCOUNT REPORTING AFFIDAVIT
COMMONWEALTH OF PENNSYLVANIA } SS:
COUNTY OF _____

Before me, the undersigned authority in and for said State and County, personally appeared the undersigned, who being duly sworn according to law, did depose and say that as a candidate, he or she does not intend to form a political committee or to receive contributions or make expenditures in excess of Two Hundred Fifty Dollars (\$250) during any reporting period, that, as a candidate, he or she will keep records of contributions and expenses wherever as required by law, that, as a candidate, he or she will file the reports as required by law if contributions or expenditures exceed Two Hundred Fifty Dollars (\$250) (Act No. 1988-027).

Sworn to and subscribed before me:

This _____ day of _____, 20____

SIGNATURE OF CANDIDATE _____
 PRINTED NAME OF CANDIDATE _____
 OFFICIAL TITLE _____ STREET ADDRESS _____ APART OFFICE _____
 My commission expires _____ CITY, BOROUGH OR TOWNSHIP _____
 Election District of Candidate _____ Ward _____ District _____

FILING FEES

Each person filing any nomination petition shall pay, for each petition at the time of filing, a filing fee, and no nomination petition shall be acceptable in that, unless said fee and such filing fee is paid by a certified check or money order or cash to the county clerk. All monies paid in payment of filing fees shall be returned by the county clerk to the county treasurer and shall remain part of the General Fund. Certified checks or money orders in payment of filing fees shall be made payable to the county clerk and be receivable by the County Treasurer and shall become part of the General Fund.

All filing fees shall be paid to the county clerk for the filing of a nomination petition or to the county treasurer for a judge of election or judge of election.

Party _____ Office of _____ City, Borough, Township _____ For # _____
 District _____ Term _____

PETITION
To Have Name of _____
 All Candidates Printed On the Official Ballot For the _____
 The Above Named Party For the _____
 MUNICIPAL PRIMARY For the Year 20____

Filed in the Office of the County Board of Elections. _____

THE INSTRUCTIONS

Statement of Circulator

Affidavits must be Notarized – sign in front of Notary

ATTENTION: ABSOLUTELY NO WHITE-OUT ALLOWED ANYWHERE ON THE PETITION

STATEMENT OF CIRCULATOR
I state that I am a qualified elector of the Commonwealth; that I am duly registered and enrolled as a member of the political party designated in this nomination petition, and my residence is as set forth below; that the signers to the foregoing petition signed the same with full knowledge of the contents thereof, and that their respective residences are correctly stated therein; that each signed on the date set opposite his or her name; that to the best of my knowledge and belief, the signers are qualified electors, duly registered and enrolled members of the political party and of the political district designated in this petition, and that they reside in the County specified below.
Further, I state the information set forth herein is true and correct to the best of my knowledge, information and belief, and that this statement is made subject to the penalties of 18 Pa.C.S. § 4904 (relating to unsworn testimony by a witness).

COUNTY OF PETITION - SIGNING HEREIN: 17 SIGNATURE OF CIRCULATOR _____
ADDRESS AND STREET ADDRESS OF CIRCULATOR _____ PRINTED NAME OF CIRCULATOR _____
CITY, TOWNSHIP OR TOWNSHIP OF CIRCULATOR _____ ZIP CODE _____

NOTE: THIS STATEMENT MUST BE COMPLETED AFTER ALL SIGNATURES HAVE BEEN OBTAINED

CANDIDATE'S AFFIDAVIT
COMMONWEALTH OF PENNSYLVANIA } ss: 19
COUNTY OF 18
Before me, the undersigned in and for said State and County, personally appeared the undersigned, who being duly sworn according to law, did depose and say that he or she resides in as set forth below; that his or her election district is as set forth below; that the name of the office for which he or she consents to be a candidate is _____

that he or she is eligible for said office; that he or she will not knowingly violate any election law, or any law regulating and limiting nomination and election expenses, and prohibiting corrupt practices in nomination; that he or she is aware of the provisions of Section 1602 of the Pennsylvania Election Code requiring pre-election and post-election reporting of campaign contributions and expenditures, and that he or she is not a candidate for an office which he or she already holds, the term of which is not set to expire in the same year as the office subject to the affidavit. Also, that he or she is not a candidate for nomination for the same office of any political party other than the one designated in this petition. (Undesignated person not applicable to Candidates for the offices of School Director or Legislative District Judge.) Any candidate for local office shall file a statement of financial interests for the preceding calendar year with the governing authority of the political subdivision in which he or she is a candidate on or before the last day for filing a petition to appear on the ballot for election. A COPY OF THE STATEMENT OF FINANCIAL INTERESTS SHALL ALSO BE APPENDED TO THIS PETITION. Sworn to and subscribed before me _____

This _____ day of _____, 20____, _____
SIGNATURE OF CANDIDATE
PRINTED NAME OF CANDIDATE
OFFICIAL TITLE STREET ADDRESS POST OFFICE
My commission expires _____ CITY, TOWNSHIP OR TOWNSHIP Ward District
Election District of Candidate 23

WAIVER OF EXPENSE ACCOUNT REPORTING AFFIDAVIT
COMMONWEALTH OF PENNSYLVANIA } ss: 19
COUNTY OF 18
Before me, the undersigned authority in and for said State and County, personally appeared the undersigned, who, being duly sworn according to law, did depose and say that as a candidate, he or she does not intend to have a political committee or to receive contributions or make expenditures in excess of the Hundred Fifty Dollars (\$150) during any reporting period, that, as a candidate, he or she will keep records of contributions and expenditures as required by law; that, as a candidate, he or she will file reports as required by law if contributions or expenditures exceed Two Hundred Fifty Dollars (\$250), and the 1500-1075.
Sworn to and subscribed before me _____

This _____ day of _____, 20____, _____
SIGNATURE OF CANDIDATE
PRINTED NAME OF CANDIDATE
OFFICIAL TITLE STREET ADDRESS POST OFFICE
My commission expires _____ CITY, TOWNSHIP OR TOWNSHIP Ward District
Election District of Candidate 23

FLAT FEE
Each person filing any nomination petition shall pay, for each petition of the time of filing, a flat fee, and no nomination petition shall be accepted or filed, unless and until such flat fee is paid to the County Board of Elections or to the County Board of Election Judges. The fee shall be paid to the County Board of Elections or to the County Board of Election Judges in advance of the filing of the petition or to either thereof as may be determined by the County Board. All money paid in advance of the filing of the petition shall be held in the County Board of Elections or the County Board of Election Judges. The fee shall be returned to the petitioner and shall become part of the General Fund. (Earlier editions or versions of this form shall be made obsolete by this version, and shall be considered null and void.)
No fee shall be paid for any public office for which no compensation is provided by law, nor for any public office in any borough, town or township (or the second class) nor any party which except as provided herein for any nomination petition for judge of election or inspector of elections.

Party _____ of _____ Ward _____
City _____ Township _____ Per # _____
Term _____
PETITION
To Have Name of _____
As Candidate Printed On the Order of Election
The Above Named Party, District or Office For the MUNICIPAL PRIMARY For the Year 20____
Filed in the Office of the County Board of Elections, _____

SECTION 3 KEY:
17 - The person who circulates your petition (this can be you).
18 - County where *notarization* was done.
19- Leave Blank
20- The official title of office you are seeking (should be the same as item #10)
21- - You DO NOT fill this section out. This is where the notary signs.
22 - You (the candidate) MUST sign in front of notary *after* petition has been circulated. DO NOT sign until then. All lines must be filled out.
23- Municipality where you are seeking office (Should be the same as item #3) Note: Montrose Borough is the *only* municipality that has wards.
24- Election office use ONLY
NOTE: "Waiver of Expense Account Reporting Affidavit" is filled out if you do not plan on spending *more* than \$250 on campaigning for current election year - Judge/Inspector of

Statement of Financial Interest

Who must file



COMMONWEALTH OF PENNSYLVANIA
STATE ETHICS COMMISSION

Finance Building
613 North Street, Room 309
Harrisburg, PA 17120-0400
(717) 783-1610 or Toll Free 1-800-932-0936
www.ethics.pa.gov
ra-ethicswebmaster@pa.gov
Fax: (717) 787-0806



STATEMENT OF FINANCIAL INTERESTS

THIS FORM IS CONSIDERED DEFICIENT IF ANY BLOCK IS NOT COMPLETED OR IF SIGNATURE OR DATE IS MISSING.

SIGN THE FORM USING THE CURRENT DATE. DO NOT BACK DATE SIGNATURE.

THOSE INDIVIDUALS WHO HOLD MORE THAN ONE OFFICE AND/OR POSITION MUST FILE A COPY OF THEIR FORM AT EACH FILING LOCATION.

YOU MAY FILE ONLINE AT: WWW.ETHICS.PA.GOV. A PAPER COPY MAY STILL BE REQUIRED TO BE SUBMITTED TO YOUR FILING LOCATION. FILERS SHOULD CHECK WITH THEIR FILING LOCATION FOR REQUIREMENTS.

THIS FORM MUST BE COMPLETED AND FILED BY:

- A Candidates - Persons seeking elected state, county and local public offices, including first-time candidates, incumbents seeking re-election, and write-in candidates who do not decline nomination/election within 30 days of official certification of same.
- B Nominees - Persons nominated for public office subject to confirmation.
- C Public Officials - Persons serving as current state/county/local public officials (elected or appointed). The term includes persons serving as alternates/designees. The term excludes members of purely advisory boards.
- D Public Employees - Individuals employed by the Commonwealth or a political subdivision who are responsible for taking or recommending official action of a non-ministerial nature with regard to: contracting or procurement; administering or monitoring grants or subsidies; planning or zoning; inspecting, licensing, regulating or auditing any person; or any other activity where the official action has an economic impact of greater than a de minimis nature on the interests of any person. The term does not include individuals whose activities are limited to teaching.

A former public official or former public employee must file the year after termination of service with the Commonwealth or political subdivision.
- E Solicitors - Persons elected or appointed to the office of solicitor for political subdivision(s).

IMPORTANT: Please read all instructions carefully prior to completion of form. Also, **review the filing chart for proper filing location.** Any questions may be directed to the State Ethics Commission at (717)783-1610 or Toll Free at 1-800-932-0936.

The Form is required to be filed pursuant to the provisions of the Public Official and Employee Ethics Act "Ethics Act," 65 Pa.C.S. § 1101 et. seq.

Statement of Financial Interest Instructions

STATEMENT OF FINANCIAL INTERESTS INSTRUCTIONS

Please print neatly in capital letters. If you require more space than has been provided, please attach an 8 1/2" x 11" piece of paper to the form. Blocks 01 through 06 are for current information.

- Block 01** Enter your last name, first name, middle initial and suffix (if applicable) in the spaces provided. Public office candidates should use the exact name used on official nomination petition or papers.
- Block 02** List an office (business or governmental) or home address and daytime telephone number.
- Block 03** Check the box or boxes to indicate your status. See definitions on front page. If you are correcting a prior filing, please check the box designating an amended form.
- Block 04** Check the appropriate box (seeking, hold, held) for each position you list in the blocks below. List all public position(s) which you are seeking, currently hold, or have held in the prior calendar year. Please be sure to include job titles and official titles such as "member" or "commissioner" (even if serving as an alternate/designee).
- Block 05** List all Commonwealth agency(ies) or political subdivision(s) as to which you (1) are presently seeking a public position or public office as a candidate (incumbent or non-incumbent) or nominee, (2) presently hold public office(s) or public employment, and/or (3) previously held a public office(s) or public employment during all or any portion of the calendar year listed in block 07. (The term "political subdivision" includes a county, city, borough, incorporated town, township, school district, vocational school, county institution, district, and any authority, entity or body organized by the aforementioned).
- Block 06** List your current occupation or profession. This information may be the same as stated in block 04.
- Block 07** List the calendar year for which you are filing this form. Like tax returns, the form discloses financial information for a prior calendar year. For example, for the form due May 1, 2023, block 07 would read "2022." The information in blocks 08 through 15 should represent financial interests for the calendar year listed in Block 7.
- Block 08** **REAL ESTATE INTERESTS:** List the address of any property which was involved in transactions (leasing, purchasing, or condemnation proceedings of real estate interests) with the Commonwealth or any other governmental body within the Commonwealth. If you have no direct or indirect interests in such a property, then check "NONE."
- Block 09** **CREDITORS:** List the name and address of any creditor and the interest rate of any debt over \$6,500 regardless of whether such debt is held solely by you or jointly by you and any other individual, including your spouse, where each obligor is fully responsible for the obligation. A joint obligation with other persons for which the filer is responsible only for a proportional share that is less than the reporting threshold, is not required to be reported. **Do not report a mortgage or equity loan on your home (or secondary home)** or loans or credit between you and your spouse, child, parent or sibling. Car loans, credit cards, personal loans and lines of credit must be listed on the form if the balance owed was in excess of \$6,500 at any time during the calendar year. If you do not have any reportable creditor, then check "NONE."
- Block 10** **DIRECT OR INDIRECT SOURCES OF INCOME:** List the name and address of each source of \$1,300 or more of gross income -- including but not limited to gross income from the public position -- regardless of whether such income is received solely by you or jointly by you and another individual, such as a spouse. "Income" includes any money or thing of value received or to be received as a claim on future services or in recognition of services rendered in the past, whether in the form of a payment, fee, salary, expense, allowance, forbearance, forgiveness, interest, dividend, royalty, rent, capital gain, reward, severance payment, proceeds from the sale of a financial interest in a corporation, professional corporation, partnership or other entity resulting from termination/withdrawal therefrom upon assumption of public office or employment or any other form of recompense or combination thereof. The term refers to gross income and includes prize winnings and tax-exempt income but does not include gifts, governmentally-mandated payments or benefits, retirement, pension or annuity payments funded totally by contributions of the public official or employee, or miscellaneous incidental income of minor dependent children. Filers are not required to list income amounts. If you do not have ANY reportable source of income, then check "NONE."
- Block 11** **"GIFTS:** For each source of gifts(s) valued at \$250 or more in the aggregate, list the following information: the name and address of the source, the circumstances, including a description of each gift, and the value of the gift(s). **Do not report political contributions otherwise reportable** as required by law, gift(s) from friends or family members (the term "friend" does not include a registered lobbyist or employee of a registered lobbyist), or any commercially-reasonable loan made in the ordinary course of business. The Commission has held that a person cannot be deemed a "friend" if that person and a business with which that person is associated is regulated by or has contracts with the public official's governmental body. If you did not receive any reportable gift, then check "NONE."
- Block 12** **"TRANSPORTATION, LODGING OR HOSPITALITY EXPENSES:** List the name and address of each source and the amount of each payment/reimbursement by the source for transportation, lodging or hospitality that you received in connection with your public position **if the aggregate amount of such payments/reimbursements by the source exceeds \$650 for the calendar year for which you are reporting.** Do not report reimbursements made by a governmental body or by an organization/association of public officials/employees of political subdivisions that you serve in an official capacity. If you do not have any reportable expense payments/reimbursements, then check "NONE."
- Block 13** **OFFICE, DIRECTORSHIP OR EMPLOYMENT IN ANY BUSINESS ENTITY:** List the name and address of the business entity for any office that you hold (Example: President, Vice President, Secretary, Treasurer), any directorship that you hold (through service on a governing board such as a board of directors), and any employment that you have in any capacity whatsoever as to any business entity. This block focuses solely on your status as an officer, director or employee, regardless of income. If you do not have any office, directorship or employment in any business entity to report, then check "NONE."
- Block 14** **FINANCIAL INTERESTS:** List the name and address and interest held in any business for profit of which you own more than 5% of the equity or more than 5% of the assets of economic interest in indebtedness. If you do not have any such financial interest to report, then check "NONE."
- Block 15** **TRANSFERRED BUSINESS INTERESTS:** List the name and address of any business in which you transferred a financial interest (as defined in block 14 above) to a member of your immediate family (parent, spouse, child, brother or sister), as well as the interest held, relationship to the individual, and date of transfer. If you did not transfer any such business interest, then check "NONE."
- Signature** Sign the form and enter the current date. **Back dating the form is a violation of law and could result in the initiation of civil, administrative and/or criminal penalties.**

*Please note the Commission has long held that the receipt of things of value, such as gifts, transportation, lodging and hospitality from vendors, those regulated, and others, may form the basis for a conflict of interest under Section 1103(a) of the Ethics Act.

Statement of Financial Interest

Form

COMMONWEALTH OF PENNSYLVANIA
SEC-1 (Rev. 01/02)

STATEMENT OF FINANCIAL INTERESTS
PLEASE PRINT NEATLY
SEE INSTRUCTIONS FOR ADDITIONAL DETAILS

PENNSYLVANIA STATE ETHICS COMMISSION
(717) 783-1510 • TOLL FREE 1-800-832-0808

01 LAST NAME FIRST NAME MI SUFFIX

02 ADDRESS office (business or governmental) or home City State Zip Code Area Code Phone

NOTE: IF YOU ARE INCLUDING ATTACHMENTS, DO NOT INCLUDE ANYTHING THAT BEARS YOUR SOCIAL SECURITY NUMBER OR FINANCIAL ACCOUNT NUMBERS

03 STATUS Check applicable box or boxes, more than one box may be marked

A Candidate (including write-in) C Public Official (Current) D Public Employee (Current) E Check this box if you are filing as a solicitor Check this box if you are amending an original filing

B Nominee C Public Official (Former) D Public Employee (Former)

04 PUBLIC OFFICE OR PUBLIC EMPLOYMENT (i.e. administrator, member, Commissioner, job title, etc.) seeking hold held

A

B

05 GOVERNMENTAL BODY in which you are/were an Official, Employee, Candidate or Nominee (e.g., dept, agency, authority, borough, board, commission, county, school district, township, etc.)

A

B

06 OCCUPATION OR PROFESSION (This may be the same as block 4) 07 YEAR SEE INSTRUCTIONS
Information in blocks 8-15 represents disclosure for the calendar year listed here: 2 0

08 REAL ESTATE INTERESTS involved in transactions with the commonwealth, any of its agencies, or a political subdivision If NONE, check this box

09 CREDITORS TO WHOM IS OWED MORE THAN \$6,500 If NONE, check this box

Name Address Interest Rate

10 DIRECT OR INDIRECT SOURCES OF INCOME OF \$1,500 OR MORE, including (but not limited to) all employment If NONE, check this box

Name Address (OFFICIAL USE ONLY)

11 GIFTS VALUED AT \$250 OR MORE IN THE AGGREGATE If NONE, check this box

Source of Gift Value of Gift

Address of Source of Gift Circumstances (including description) of Gift

12 TRANSPORTATION, LODGING OR HOSPITALITY WHERE ACTUAL EXPENSES EXCEEDED \$650 IN THE AGGREGATE If NONE, check this box

Source (Name and Address) Value

13 OFFICE, DIRECTORSHIP OR EMPLOYMENT IN ANY BUSINESS If NONE, check this box

Business Entity (Name and Address) Position Held (i.e., officer, director, employee, etc.)

Name Address

14 FINANCIAL INTEREST IN ANY LEGAL ENTITY IN BUSINESS FOR PROFIT If NONE, check this box

Business (Name and Address) Interest Held (i.e., 5%, 10%, etc.)

15 BUSINESS INTERESTS TRANSFERRED TO IMMEDIATE FAMILY MEMBER If NONE, check this box

Business (Name and Address) Interest Held Relationship Date Transferred

Transferor (Name and Address)

The undersigned hereby affirms that the foregoing information is true and correct to the best of said person's knowledge, information and belief, said affirmation being made subject to the penalties prescribed by 18 Pa C.S. §4904 (unsworn falsification to authorities) and the Public Official and Employee Ethics Act, 65 Pa C.S. §1109(b).

Signature Enter Current Date

THIS FORM IS CONSIDERED DEFICIENT IF ANY BLOCK ABOVE IS NOT COMPLETED. MAKE A COPY FOR YOUR RECORDS.

State Ethic's Commission Affidavit

STATE ETHICS COMMISSION AFFIDAVIT

DATE _____

I _____, HEREBY SWEAR, (OR AFFIRM), THAT I
HAVE FILED A STATEMENT OF FINANCIAL INTEREST FOR THE PRECEDING
CALENDAR YEAR WITH THE GOVERNING AUTHORITY OF THE POLITICAL
SUBDIVISION IN WHICH I AM A CANDIDATE. (ACT NO. 1978-170)

Signature

Printed Name

Address

Sworn to and subscribe before me

This _____ day of _____, 20__.

Official Title

My Commission Expires _____.

What can be challenged/objection on a petition

- Validity of signatures -was the signer qualified to sign /are they active registered voter
- Signature is illegible
- Signature does not match voter registration
- Date is missing/dates not in chronological order or time frame is too early
- Address with a PO BOX no physical address listed
- Address does not match registration
- Signer belongs to a different party
- Ditto marks for date or address (Big no no)

What else can be challenged/objections

- Any technical error something is blank
- Not Notarized
- Statement of Financial Interest is not completed / or filed

When can challenges / objections be filed – up to 7 days from filing date of a petition (March 8th-14th)

- Must give detailed specifics on what is being challenged
- Must request petition to be set aside/paper work given to Prothonotary's office and Voter registration board /Becomes court issue
- Must be a registered voter and of same political party to file challenge
- Notice is given to candidate so they can present a defense

Summary

- Go to Susquehanna County voter registration to get Nomination Petition Packet
- Top part of petition must be completed prior to circulation
- First day to circulate petition February 14, 2023
- Last day to circulate and file March 7, 2023 (Filing Date)
- Check voter registration list prior to having person sign. Must be active registered voter of same party and live in precinct or district of office sought
- School Directors can cross file – will have 2 petitions one for Republicans to sign and person who circulates must be republican and one for democrats to sign and person who circulates petition must be a Democrat
- Affidavits must be signed in front of Notary
- Statement of Financial interest filed at 2 locations(Copy with petition)
- Make copies of Petition and all paperwork before returning it to Susquehanna County Voter Registration Office so you have a copy
- Questions about offices up for re-election or Nomination Petitions call Macy at Susquehanna Voter registration office at 570-278-4600
- If I can help you in any way email davarcowan@gmail.com or call 570-877-4717

DOUBLE CHECK YOUR CHECKLIST

PETITION CHECKLIST

**COMPLETE CHECKLIST BEFORE FILING PETITION & BRING THE
FOLLOWING TO THE COURTHOUSE:
(Paperwork is included in packet)**

- Petition with all blanks filled in properly (refer to included instructions).
- All applicable sections on petition notarized (refer to included instructions).
** Prothonotary's Office in Susquehanna Courthouse may notarize for you**
- Completed Candidate Information & Data Processing Sheet
- Filing fee if applicable (refer to included instructions)
- Statement of Financial Interest (refer to included instructions)
(ORIGINAL COPY FILED IN CORRECT PLACE MY OFFICE ONLY RECIEVES A COPY ATTACHED TO PETITION)
Judge of Election, Inspector of Election, and Party Committeeman/woman EXEMPT from this form – all other candidates MUST complete this form
- State Ethic's Commission Affidavit
- Name Affidavit if applicable (if want to be on the ballot as a different name than what you are registered as)

NOTICE: IF YOU NEED COPIES OF ANY OF YOUR PAPERWORK, MAKE THEM BEFORE FILING. ONCE FILED, COPIES WILL BE \$0.25 PER SHEET

**Susquehanna County Voter Registration/Elections
(570) 278-4600 x 4090
31 Lake Ave (physical)
PO Box 218 (mailing)
Montrose, PA 18801**

Write in candidates

- Ask people to write in your name for office sought....remind them to also fill in the oval or check the box after writing in name
- Name must be spelled correctly – you can give out cards with information at polling location....You must stay ten (10) feet from door when handing out information or asking for a vote
- If elected will have to fill out Statement of Financial interest form

CAMPAIGN AND WIN

MAKE THE DIFFERENCE