

WARD & TOWN COMMITTEE NOMINATION PAPERS CHECKLIST

- Fill in your CITY OR TOWN, WARD (*Cities only*), and PARTY.** These blanks are located underneath the state seal on the front of the nomination paper.
- Confirm the candidates are registered.** Candidates must be registered to vote at their current residence. Candidates must have been enrolled in the party since August 20, 2019 and cannot have been enrolled in any other party since November 19, 2018.
- List the candidates' names.** All candidates must be listed under Candidate Information on the back of the nomination paper. Print each candidate's name in Column I. Print the address at which they are registered to vote in Column II. This information must be listed **BEFORE** gathering signatures.
- Accept the nomination.** All candidates must sign in Column III, next to their name, on the back of the nomination paper to accept the nomination. The written acceptance of each candidate must be on the paper before it is filed with the Secretary of the Commonwealth.
- Get signatures.** At least 5 registered voters must sign the front of the nomination paper, on the lines underneath the state seal. All signers must provide the address at which they are registered to vote.

Candidates may nominate themselves. All other signatures must come from voters registered in your party or not enrolled in any other political party.
- Submit paper(s) to your local election official.** Papers must be submitted no later than **5 p.m. on Friday, November 8, 2019.**
- Pick up your certified paper(s) from your local election official.**
- File papers with the Secretary of the Commonwealth.** Papers must be submitted to the Elections Division no later than **5 p.m. on Tuesday, November 19, 2019.**

File early to allow time for errors to be corrected.

Do not list more candidates than there are to be elected. You can check the number at www.sec.state.ma.us/ele, or by calling the Elections Division at 1-800-462-VOTE(8683). Listing too many candidates may result in disqualification of all candidates.

If fewer than three candidates are listed, each candidate will appear on the ballot as an individual. Three or more candidates will appear as a group. If there are fewer candidates than there are to be elected, the difference will be made up in write-in spaces.

No candidate can be listed on more than one nomination paper. Any candidates listed more than once will be disqualified.