

BALLOT ACCESS CHECKLIST FOR 2017 COUNTY SUPERVISOR, COUNTY COMPTROLLER AND COUNTY EXECUTIVE CANDIDATES



Each of the following forms must be completed and filed on time by a candidate for the office of County Supervisor, County Comptroller or County Executive in order for the candidate's name to be placed on the ballot at the **February 21, 2017 Spring Primary** and the **April 4, 2017 Spring Election**.

The filing officer for County Supervisor, County Comptroller or County Executive is the County Clerk. Candidates should contact their filing officer for further information or to obtain any of the necessary forms.

Complete and Submit a Campaign Registration Statement (Form ETHCF-1) to the filing officer no later than **5 p.m. on Tuesday, January 3, 2017**, or the candidate's name will not be placed on the ballot. Wis. Stat. §§ 8.10(5), 8.30(2).

➤ New Candidates

File a campaign registration statement as soon as the intent to seek elective office is known and before campaign funds are collected or spent. Wis. Stat. §§ 11.05(2g), 11.10(1).

➤ Continuing Candidates

Amend your current registration, indicating the office sought and the new primary and election dates.

Circulate and Submit Nomination Papers for Nonpartisan Office (Form EL-169) to the filing officer no later than **5 p.m. on Tuesday, January 3, 2017**. Only original nomination papers (no photocopies, faxes, or emailed documents) will be accepted. Nomination papers may not be circulated before December 1, 2016. Wis. Stat. § 8.10(2), Wis. Admin. Code GAB § 6.04(2).

The number of signatures required is as follows:

County Executive:

In counties with populations over 500,000	2,000 - 4,000
In counties with populations between 100,000 and 500,000	500 - 1,000
In counties with populations under 100,000	200 - 400

County Comptroller:

In counties with populations over 750,000	500 - 1,000
---	-------------

County Supervisor:

In counties with populations over 500,000	200 - 400
In counties with populations between 100,000 and 500,000	*100 - 200
In counties with populations under 100,000	20 - 100

*This number applies unless the county has passed an ordinance per Wis. Stat. § 8.10(3m), to reduce the minimum number of signatures to 50.

Complete and Submit a Declaration of Candidacy (Form EL-162) to the filing officer no later than **5 p.m. on Tuesday, January 3, 2017** or the candidate's name will not be placed on the ballot. If the form is faxed or emailed, the original document must follow, postmarked no later than January 3, 2017. Wis. Stat. §§ 8.10(5), 8.21, 8.30(4), Wis. Admin. Code GAB § 6.04.

IMPORTANT NOTE REGARDING STATEMENTS OF ECONOMIC INTERESTS

A county may enact an ordinance establishing a code of ethics for public officials that may require a candidate for county office to file a Statement of Economic Interests (SEI). The ordinance may also provide that failure to timely file an SEI will prevent the candidate's name from being placed on the ballot. Wis. Stat. §19.59(1m),(3)(b). Please contact the filing officer to learn if this requirement applies to you.