

# BALLOT ACCESS CHECKLIST

## FOR 2018 PARTISAN COUNTY CANDIDATES



Each of the following forms must be completed and filed on time by a candidate for county office in order for the candidate's name to be placed on the ballot for the **August 14, 2018 Partisan Primary** and **November 6, 2018 General Election** in Wisconsin.

The filing officer for partisan county candidates is the county clerk, except in Milwaukee County where the filing officer is the Milwaukee County Board of Election Commissioners. Candidates should contact their filing officer for further information or to obtain any of the necessary forms.

**Complete and submit a Registration Statement** (Form [CF-1](#)) to the filing officer no later than **5:00 p.m., on Friday, June 1, 2018**. A Registration Statement should be filed or amended before campaign funds are collected or spent and prior to submitting nomination papers.

➤ *New candidates*

File a **Registration Statement** (Form [CF-1](#)) before campaign funds are collected or spent or before submitting nomination papers. Wis. Stat. §§ 11.0202(1)(a), 11.0202(2)(a).

➤ *Continuing candidates*

Amend your current registration, indicating the office sought and the new primary and election dates before funds are collected or spent or before submitting nomination papers. Wis. Stat. §§ 11.0202(1)(a), 11.0202(2)(a).

**Complete and Submit a Declaration of Candidacy** (Form [EL-162](#)) to the filing officer. The Declaration of Candidacy must be received by the filing officer no later than **5 p.m., on Friday, June 1, 2018**, 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 June 1, 2018. Wis. Stat. §§ 8.15(4)(b), 8.21, 8.30(4), ch. EL § 6.04, Wis. Adm. Code.

**Circulate and Submit Nomination Paper Signatures** on form [EL-168](#), and submit them to the filing officer no later than **5:00 p.m., on Friday, June 1, 2018**. Nomination papers may not be circulated before April 15, 2018. Original nomination papers (no photocopies, faxes or emailed documents) must be received by the filing officer no later than 5 p.m. on Friday, June 1, 2018 or the candidate's name will not be placed on the ballot. Wis. Stat. § 8.15(1), Wis. Admin. Code EL 6.04(2).

**The number of signatures required are as follows:**

In counties with population over 100,000	500 - 1,000
In counties with population 100,000 or less	200 - 400

**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.