



CITY OF BANNING

Nomination Papers

Candidates begin the nomination process by obtaining signatures on the nomination paper. **As the Elections Official for the City, the Deputy City Clerk will furnish the nomination paper to each prospective candidate.** At the time of issuance, the candidate's name will be typed on the form, and the Deputy City Clerk will sign and date.

NOMINATION PERIOD

- Monday, July 18th through Friday, August 12th
- ***Tuesdays through Fridays***, 8:00 a.m. to 5:00 p.m.

To be nominated for the position of City Council, the candidate must:

- Be a registered voter in the City of Banning Council District for which they seek office at the time the nomination paper is issued
- Obtain **no less than 20 and no more than 30 valid signatures** of registered voters residing in the City of Banning.

NOMINATION PAPER REQUIREMENTS

- A verified statement of the candidate that he or she will accept the nomination and also accept the office in the event of his or her election shall accompany each nomination paper.
- All signatures on each nomination paper must be on the same sheet of paper, and each signer must print his or her name and add the place of residence, giving the street and number.

NOMINATION PAPER CIRCULATORS

Circulators are persons who perform the task of obtaining signatures of registered voters on the nomination paper. A candidate may either circulate his/her own nomination paper

or may appoint another person to act as circulator. Any person 18 years of age or older may circulate the nomination paper.

In addition to collecting signatures, circulators are required to execute a sworn statement that all the signatures they obtained on the nomination paper were made in their presence and that, to the best of their knowledge and belief, each signature is the genuine signature of the person whose name it purports to be. Accordingly, only one person may obtain signatures on a nomination paper. After the circulator signs the sworn statement as to the validity of the signatures, the candidate should complete and file the nomination paper along with the other required documents with the Deputy City Clerk.

Note: If the circulator fails to obtain the signatures in accordance with law, the candidate's right to be placed on the ballot could be questioned. Candidates and circulators need to be aware of laws regarding signatures

NOMINATORS

- Each signer of the paper must be a registered voter of the Banning City Council District the candidate is seeking election to.
- Voters must sign the nomination paper as they are registered to vote.
- There are two positions on City Council up for election and therefore a registered voter can sign **no more than two nomination papers**. If a registered voter signs more than two nomination papers, the voter's signature shall only count on the first two nomination papers filed with the City Clerk.

SIGNATURE VERIFICATION

Once the nomination documents have been submitted to the Deputy City Clerk, they will verify the signatures of the signers on the nomination paper with the registration affidavits on file in the office of the Registrar of Voters. Any signature that does not appear in the same handwriting as appears on the affidavit of registration will be marked "NOT SUFFICIENT." Once the minimum requisite number of signatures has been verified, the verification process ceases. The Deputy City Clerk will notify the candidate of the verification results.

SUPPLEMENTAL NOMINATION PAPERS

Once a nomination paper is filed with the elections official, the nomination paper may not be returned to the candidate to obtain additional signatures. If the candidate fails to obtain the correct number of valid signatures on his or her nomination paper, the elections official shall retain the original nomination paper, and issue one supplemental nomination paper to the candidate, on which the candidate may collect additional signatures. The supplemental nomination paper must be filed before the close of the nomination period.

BALLOT DESIGNATIONS

A ballot designation is a brief description, generally three words, which candidates provide to describe themselves on the ballot. The ballot designation is found on the nomination paper but must meet a variety of strict requirements set out by the Secretary of State.

Major points pertaining to ballot designations are summarized in the Ballot Designation Section of this manual.