

# Denver Municipal Candidate

2015 Information Packet:

## Petitions of Nomination and Campaign Finance



**Denver Elections Division**

200 W 14th Ave, Suite 100

Denver, Colorado 80204

720-913-VOTE (8683) ★ [www.DenverVotes.org](http://www.DenverVotes.org)

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# What you need to know first

This packet contains information needed to comply with the requirements of becoming a municipal candidate in Denver and we strongly encourage you to familiarize yourself with **ALL** of these requirements.

The information in this packet references the following rules and statutes (See Attachment C for website addresses):

- Colorado Revised Statutes (“C.R.S.”)
- Denver Revised Municipal Code (“D.R.M.C.”)
- Denver Charter (“Charter”)
- Denver Office of the Clerk & Recorder Election Rules (“C&R Rules”)

## Where to File Your Forms

Candidate nominating petitions and campaign finance documents are filed here:
Denver Elections Division 200 West 14 <sup>th</sup> Avenue Denver, CO 80204

### Customer service contact for procedural questions:

Elections Division Public Information Officer  
[electionscomm@denvergov.org](mailto:electionscomm@denvergov.org)  
720-865-4872

### Disclaimer

Potential candidates are advised that legal provisions are subject to amendment from time to time. Therefore, it is incumbent on the candidate to determine if any new legislation or rules have been enacted. Forms and information contained in this packet may not be either exclusive or all-inclusive of other information related to running for municipal office. It is the sole responsibility of the candidate and his or her candidate committee to determine and comply with any and all applicable state or local laws, statutes, ordinances, rules, regulations and policies in order to run for and be elected to a Denver municipal office. If you require advice or an interpretation concerning legal requirements, we suggest that you contact a private attorney. **The Office of the Clerk and Recorder cannot and will not provide legal advice.**

## Municipal Elections in Denver

In the City and County of Denver, a Municipal General Election shall be held on the first Tuesday in May of every odd-numbered year.

- In 2015, a Municipal General Election will be held on May 5 for the purpose of electing the Mayor, Auditor, Clerk and Recorder, and thirteen City Council members; and for the submission of any initiative, referendum, Charter amendment, or other referred measure to the voters.
- A Municipal Runoff Election will be held on June 2, 2015 if no candidate for Mayor, Auditor, Clerk and Recorder or District Council Member receives more than 50 percent of the vote in their respective race. In such a case, the two candidates with the highest number of votes and the candidate with the next highest number of votes in each race where no candidate has more than 50 percent of the votes will be on the runoff ballot. (See Charter § 8.2.21) No action is required on the part of the candidates to be on the runoff ballot. Top ballot position is determined by the date of the initial petition filing, with the earlier filed receiving top ballot position.
- In 2017, a Municipal General Election may be held on May 2 for the purpose of conducting a vacancy election, as appropriate, and for the submission of any initiative, referendum, Charter amendment, or other referred measure to the voters.
- In addition, a special election may be called for a vacancy, a recall, a referendum, an initiated ordinance or a Charter amendment.

## Nomination of Candidates

Candidates for elective offices are placed on the ballot by filing a petition containing the required number of signatures of registered electors with the Denver Elections Division. This information packet explains the requirements to file such a petition.

Candidates may not run for two offices at once. (See C&R Rule 4.1.4)

There are nine steps to follow to qualify for ballot status for Municipal Office. The steps detailed on the succeeding pages are:

1. Verify that you are qualified to hold office
2. File campaign finance paperwork online
3. Obtain petition sections for circulation
4. Circulate petitions
5. File Completed Petitions and *Candidate Acceptance of Nomination Form*
6. Determination of Sufficiency
7. Protest of Nomination or Withdrawal
8. Determination of Ballot Order
9. Stay Informed

As an alternative to being placed on the ballot, candidates can receive write-in votes. However, no write-in vote for any office will be counted unless the candidate has filed an affidavit of intent to accept the office with the Denver Elections Division at least fifteen (15) days before the day of the election and meets the qualifications as provided in the Charter for the office. (See D.R.M.C. §15-10)

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## Step 1 – Verify That You Are Qualified to Hold Office

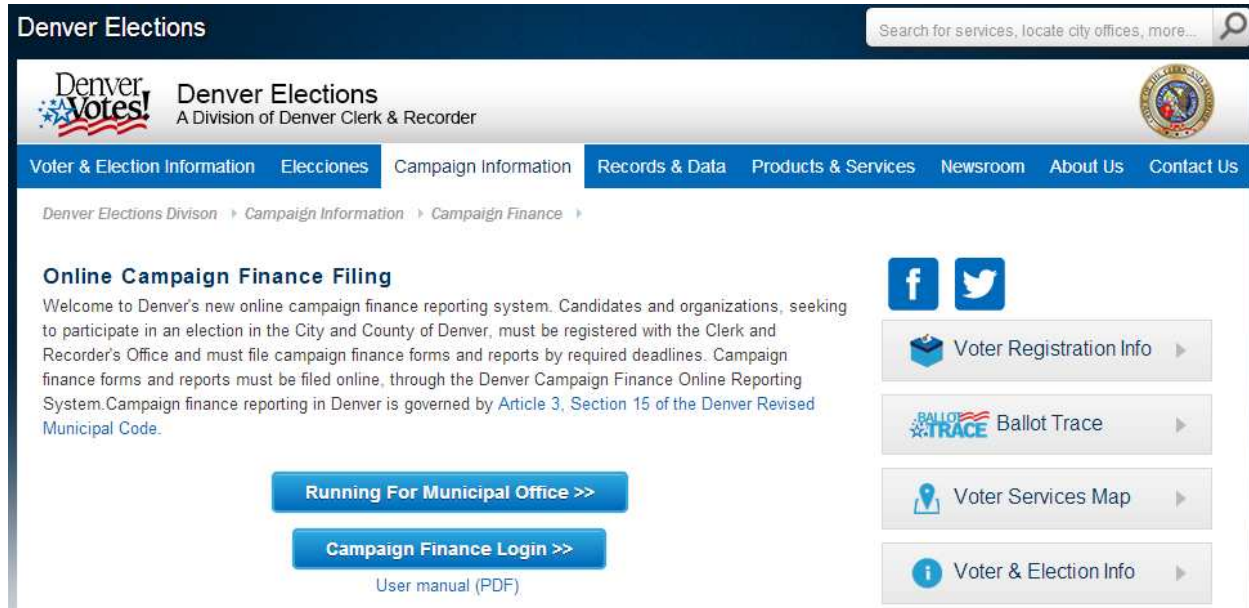
- **Mayor:** Must be a citizen of the United States, a resident of the City and County of Denver for the two (2) years immediately preceding the election, a qualified elector of the City and County of Denver, and at least thirty (30) years of age by the date of the election. The Mayor will devote full time to the duties of the office of the Mayor. (See Charter § 2.1.1)
- **Auditor:** Must be a citizen of the United States, a resident of the City and County of Denver for the two (2) years immediately preceding the election, qualified to register to vote in the City and County of Denver, and at least twenty-five (25) years of age by the date of the election. (See Charter § 8.2.4)
- **Clerk and Recorder:** Must be a citizen of the United States, a resident of the City and County of Denver for the two (2) years immediately preceding the election, a qualified elector of the City and County of Denver, and at least twenty-five (25) years of age by the date of the election. (See Charter § 8.1.1)
- **Councilmember:** Must be a citizen of the United States, a resident of the City and County of Denver for the two (2) years immediately preceding the member’s election, a qualified elector of the City and County of Denver, at least twenty-five (25) years of age by the date of the election, and if elected from a **Council District**, the second year of residency must have been within the district. (See Charter § 3.1.3)
  - No person who has been convicted of willful evasion of City or State taxes; or who has been convicted of malfeasance in office, bribery or other corrupt practices, shall be qualified for membership in the Council. (See Charter § 3.1.5)

For purposes of any provision of the Charter requiring a candidate for office to be a resident of Denver or a resident of a Council district for a specified period of time, **residency shall be established in accordance with the following criteria:**

- a. The residence of a person is the principal or primary home or place of abode of a person. A principal or primary home or place of abode is that home or place in which a person's habitation is fixed and to which that person, whenever absent, has the present intention of returning after a departure or absence, regardless of the duration of the absence. A residence is a permanent building or part of a building and may include a house, condominium, apartment, room in a house, or mobile home. No vacant lot or business address shall be considered a residence.
- b. The residence claimed by a candidate to establish residency to run for office shall be the same as the residence given for motor vehicle registration and for state income tax purposes. (See D.R.M.C. § 15-7)

## Step 2 – File Campaign Finance paperwork

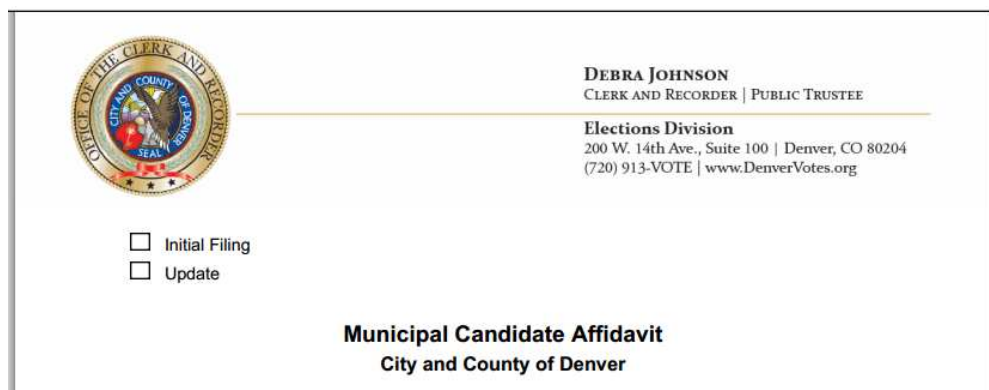
Login to the campaign finance database online by going to [www.DenverVotes.org](http://www.DenverVotes.org), selecting Campaign Information, and then select Campaign Finance. On this page you will also find a link to the database user manual which walks through the steps of using the system.



The screenshot shows the Denver Elections website interface. At the top, there is a search bar and navigation tabs for Voter & Election Information, Elecciones, Campaign Information, Records & Data, Products & Services, Newsroom, About Us, and Contact Us. The main content area is titled "Online Campaign Finance Filing" and includes a welcome message, social media icons for Facebook and Twitter, and several buttons: "Running For Municipal Office >>", "Campaign Finance Login >>", and "User manual (PDF)". On the right side, there are four menu items: "Voter Registration Info", "Ballot Trace", "Voter Services Map", and "Voter & Election Info".

Once in the system, click the “Create new Campaign/Committee” button (see page 11 of the user manual) and enter the requested information into each field. When all fields have been completed, click the “continue” button. You will be taken to complete the following tabs:

1. Candidate Info
  - After saving you must click “Print Affidavit” to continue. This creates the *Municipal Candidate Affidavit* which must be notarized.



The screenshot shows the "Municipal Candidate Affidavit" form for the City and County of Denver. On the left is the official seal of the Office of the Clerk and Recorder. To the right, the name "DEBRA JOHNSON" is listed as Clerk and Recorder | Public Trustee, with contact information for the Elections Division. Below the seal are two checkboxes: "Initial Filing" and "Update". The title "Municipal Candidate Affidavit" and "City and County of Denver" are centered at the bottom.

2. Financial Disclosure
  - Please note the information on this tab is no longer editable after selecting “Print and Submit”.
  - The information from this tab creates the *Candidate Financial Disclosure Statement*.





**DEBRA JOHNSON**  
CLERK AND RECORDER | PUBLIC TRUSTEE

**Elections Division**  
200 W. 14th Ave., Suite 100 | Denver, CO 80204  
(720) 913-VOTE | www.DenverVotes.org

**Candidate Financial Disclosure Statement**

Every candidate must file a financial disclosure statement within fifteen days of becoming a candidate. The report must cover the prior calendar year. If you are a Denver city officer in the reporting year, you still must file a new disclosure statement upon becoming a candidate. Submit this report to:

Office of City Clerk  
Denver Elections Division  
200 W. 14th Ave.  
Denver, CO 80204

3. **Treasure Info**

- After saving you must click “Print Affidavit” to continue. This creates the *Political Committee Treasurer Affidavit* which must be notarized.



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- Initial Filing
- Update

**Political Committee Treasurer Affidavit**  
City and County of Denver

4. **Committee Info**

- After saving and entering the financial institution name click “Print Statement” this creates the *Statement of Political Committee Organization*.



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- Initial Filing
- Update

**Statement of Political Committee Organization**  
City and County of Denver

The *Candidate Financial Disclosure Statement*, the *Statement of Political Committee Organization*, and the two notarized forms: the *Candidate Financial Disclosure Statement* and the *Political Committee Treasurer Affidavit* must be delivered to the Denver Elections Division, 200 W 14<sup>th</sup> Ave. Suite 100 Denver, CO 80204.

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### Step 3 – Obtain Petition Sections for Circulation

Candidates may obtain petitions for circulation in one of two ways:

Option 1: Obtain pre-printed petition sections from the Denver Elections Division.

- The Denver Elections Division will provide pre-printed municipal election petition sections at no charge to any declared candidate who requests them, and who has a *Municipal Candidate Affidavit* on file with the Denver Elections Division. All candidates are encouraged to make use of these pre-printed petition sections in lieu of preparing and printing their own petition sections.
- For the May 5, 2015 General Municipal Election, petition sections are available beginning Monday, February 2, 2015, and may be circulated for signatures beginning **Tuesday, February 3, 2015**.
- When you pick up petition sections you will receive a *Candidate Acceptance of Nomination Form*. Each petition section includes *Instructions to Circulators* and an *Affidavit of Circulator*. (For an example see Appendix A)
- The candidate's name and the office sought must be filled in on each page of the petition section. The name must be identical to the name listed on the *Candidate Acceptance of Nomination Form*.

Option 2: Create your own petition sections. (See C&R Rule 4.3.2 D. ii)

- A candidate may create petition sections observing all requirements as to the form of petitions.
- A sample petition section must be submitted to the Denver Elections Division for approval as to form prior to circulation.
- The Denver Elections Division will accept or reject the petition sample by the close of the second day following submission and will notify the candidate in writing.

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### Step 4 – Circulate Petitions

- After receiving pre-printed petition sections from the Denver Elections Division or creating your own and having them approved by the Denver Elections Division, petition circulators may begin to collect signatures on the following timetable:
  - Petitions of nomination must not be circulated prior to 91 days before the Municipal General Election. (See C&R Rule 4.3.3 A) For the May 5, 2015 municipal election, petitions may be circulated beginning **February 3, 2015**.
  - For a vacancy election, petitions may be circulated only after the official declaration of a vacancy by City Council. (See C&R Rule 4.3.3 B)



- Circulators of petitions must:
  - be at least 18 years of age at the time of petition circulation;
  - provide the permanent address at which the circulator resides and the temporary Colorado residential address (if the circulator is not a Colorado resident) at which the circulator resides;
  - be a citizen of the United States;
  - personally circulate the petition section to which he or she subsequently attaches an affidavit;
  - have all signers sign the petition in their presence;
  - solicit signatures from only electors registered in the City and County of Denver and the district, if applicable;
  - give each signer the opportunity to read and understand the petition;
  - not pay or permit payment of any kind to any signer for the purpose of obtaining a signature;
  - sign and have notarized an *Affidavit of Circulator*, which must be attached to each completed petition section (see Step 5 below).

(See C&R Rule 4.3.2 C)

- Signers of petitions must:
  - print the current date;
  - print their name;
  - print their year of birth;
  - print their residential address;
  - sign their name.

(See C&R Rule 4.3.2 B. ii)

Any person **except a circulator** may assist an elector who is physically unable to sign the petition in completing the information on the petition as required by law. On the petition, immediately following the name of the elector, the person providing assistance must both sign and state that the assistance was given to the elector. (C&R Rule 4.4.3 G)

- Failure to circulate petition sections and properly complete them with required information, including but not limited to circulator affidavits, in accordance with applicable provisions of law and Clerk and Recorder Election Rules may result in the rejection or invalidation of a petition section.

Petitioners are strongly advised to collect well over the number of signatures required in the event that some signatures are found to be invalid.

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## Step 5 – File Completed Petitions and Candidate Acceptance of Nomination Form

- Before filing a petition be sure that:
  - the petition circulator has signed the *Affidavit of Circulator* contained in each of the petition sections that he or she personally circulated.
  - the *Affidavit of Circulator* has been notarized.
    - Any signature added to a section of a petition after the affidavit has been executed is invalid. (See C&R Rule 4.4.3 A. iii)
  - petition sections remain completely assembled. If a section shows evidence of having been taken apart, all names on the section will be disqualified. (See C&R Rule 4.4.1 C)
- A nomination petition must be filed with the Denver Elections Division no later than fifty-five (55) days before the election date. (See Charter § 8.2.7 and C&R Rule 4.2.1)
  - **March 11, 2015 is the deadline to turn in petitions for the May 5, 2015 General Election.**
  - Petitioners are advised to turn in petitions as early as possible in the Charter-established time frame to allow time to gather more signatures, if needed, prior to the fifty-five day final deadline. **There is no cure period after the fifty-five day deadline.**

A *Candidate Acceptance of Nomination Form* must be filed along with the nomination petition. (See D.R.M.C. §15-1, and C&R Rule 4.2.1) This form must include the full name of the candidate as the candidate wishes the name to appear on the ballot and the candidate's full address.

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## Step 6 – Determination of Sufficiency

After completed petitions have been turned in to the Denver Elections Division:

- Petition information and all signatures will be compared to voter signatures on file in the statewide voter registration database in accordance with Clerk and Recorder Election Rules. (See C&R Rule 4.4)
- The Denver Elections Division will determine whether the petition contains the required number of valid signatures.
  - Required Number of Signatures:
    - **Mayor, Auditor, Clerk and Recorder, or Council Member At-Large:** The petition must be signed by at least three hundred (300) registered voters who reside within the City and County of Denver. (See Charter § 8.2.7)
    - **District Council Seat:** The petition must be signed by at least one hundred (100) registered voters who reside within that district. (See Charter § 8.2.7)
  - Petitions may contain only the signatures of registered electors whose names do not appear on any other petition filed for the same office, with the exception of Council At-Large petitions.

- There are two elective offices of City Council At-Large. Each at-large seat is a separate elective office. Therefore, eligible electors may sign a maximum of two separate candidate petitions for the at-large seats.
- For all offices other than the At-Large Council seats, if an elector signs more than two petitions of nomination for the same office, the signature on the first petition that was filed with the clerk and recorder will be the signature that will be counted. (See C&R Rule 4.4.3 F)

If a signature is found on more than one petition for the same office (or on more than two petitions for City Council At-Large) the signature will be awarded to the candidate whose petition was turned in earlier.

- If a petition is deemed sufficient, the Elections Division will issue to the candidate a *Letter of Sufficiency*.
- If a petition is deemed insufficient, the Elections Division will notify the candidate of the insufficiency.
  - A candidate may cure the insufficiency by filing an addendum to the original petition between the ninety-first (91<sup>st</sup>) and fifty-fifth (55<sup>th</sup>) day before the election to replace any signatures that were rejected as insufficient. (See C&R Rule 4.5.2)
  - **There is no cure period after the fifty-five day deadline.**

## Step 7 – Protest of Nomination or Withdrawal

### Protests

- A petition of nomination that has been deemed sufficient shall be valid unless a petition for a review of the validity of the petition is filed with the District Court within five days after the Elections Division's *Letter of Sufficiency* is issued. (See C&R Rule 4.6)
- If the Elections Division determines that a petition is insufficient, the candidate named in the petition may petition the District Court within five days for a review of the determination. (See C.R.S. § 1-4-909(1.5) and C.R.S. § 1-1-113)

### Withdrawals

- Any candidate who has been nominated may, not later than forty-eight (48) days before Election Day, withdraw by presenting a *Candidate Withdrawal Form* to the Denver Elections Division. This form must be notarized to be valid. (See D.R.M.C §15-1, and C&R Rule 4.2.3)






## Step 8 – Determination of Ballot Order

- Once all petitions have been deemed sufficient, the order in which candidates' names appear on the ballot will be determined by lot. (See C&R Rule 4.7.1) The lot drawing will occur at a public meeting at the Denver Elections Division. Candidates and the general public will be notified of the location, date and time of the meeting.

- In the event of a runoff, top ballot position is determined by the date of the initial petition filing, with the earlier filed receiving top ballot position. (See Charter § 8.2.21(F) and C&R Rule 4.7.2) The Elections Division will contact all candidates who will be in a runoff to inform them of their ballot position.

## Step 9 – Stay Informed

- Please fill out the optional *Candidate/Campaign Contact Sheet* (Attachment C) and return it to the Denver Elections Division. Please keep your daytime phone number(s) and email address(es) current with the Elections Communications Office.
- Your customer service contact is the Elections Communications Office:

-  720-865-4872 | Elections Communications Office
-  electionscomm@denvergov.org
-  www.DenverVotes.org
-  /DenverElections
-  /DenverElections #DenverVotes

- The Elections Division will provide the following services to candidates:
  - [www.DenverVotes.org](http://www.DenverVotes.org) will contain important election information.
    - sample ballots with candidate names;
    - historical election results;
    - district maps;
    - voter data updated daily;
    - candidate campaign contact information
  - Occasional customer service alerts and information will be issued to campaign contacts via email and Twitter.
  - The Elections Division Twitter account is [www.twitter.com/DenverElections](http://www.twitter.com/DenverElections).
  - A meeting for candidates will be held to explain election, ballot counting and campaign finance procedures. It's your chance to find out how the election system works and to get your questions answered.
  - **Yes!** We have an official mobile app that puts a variety of voting information at your fingertips. See Attachment E and download it today!



# Attachment A

## Municipal Candidate Filings and Deadlines

When to File	
* Reports marked with an asterisk must be filed electronically	<b>Denver Elections Division 200 West 14th Ave. Denver, CO 80204</b>
Within 10 days after becoming a candidate	<i>*Municipal Candidate Affidavit</i>
Within 10 days after forming your campaign committee	<i>*Statement of Political Committee Organization</i>
Within 10 days after forming your campaign committee	<i>*Political Committee Treasurer Affidavit</i>
Within 15 days after becoming a candidate	<i>*Candidate Financial Disclosure Statement</i>
Upon reaching the \$500 contribution/expense threshold	<i>*Monthly Campaign Finance Reports (due by 5th of following month, every month till election)</i>
Beginning Monday, Feb. 2, 2015	Pick up pre-printed petition sections for circulation
Tuesday, Feb. 3, 2015	Petition circulation may begin
Wednesday, March 11, 2015	Deadline for completed petitions & <i>Candidate Acceptance of Nomination</i> Form
Wednesday, March 18, 2015	Deadline to withdraw nomination via notarized letter
Late March 2015	Public lot drawing for ballot position takes place
Beginning Wednesday, April 29, 2015	<i>*Report of Major Contributors, due within 24 hours of contribution</i>
Thursday, April 30, 2015	<i>*Pre-Election Campaign Finance Report</i>
Tuesday, May 5, 2015	Municipal General Election
Beginning Wednesday, May 27, 2015	<i>*Report of Major Contributors, due within 24 hours of contribution for runoff</i>
Thursday, May 28, 2015	<i>*Post-Election Campaign Finance Report</i>
Tuesday, June 2, 2015	Municipal Run-off Election
Thursday, July 2, 2015	<i>*Post-Election Campaign Finance Report due for run-off candidates</i>
Monday, February 1, 2016	<i>*Year-end Campaign Finance Report</i>

# Attachment B

## Running for Municipal Office Quick Guide

### Step 1 – Verify that you are qualified to hold office:

- Mayor: [Charter § 2.1.1](#)
- Auditor: [Charter § 8.2.4](#)
- Clerk & Recorder: [Charter § 8.1.1](#)
- Councilmember: [Charter § 3.1.3](#)

### Step 2 – File campaign finance paperwork online

- [Campaign Finance Database](#)
- Required Forms:
  - *Municipal Candidate Affidavit*
  - *Candidate Financial Disclosure Statement*
  - *Political Committee Treasure Affidavit*
  - *Statement of Political Committee Organization*
- Print all documents and mail to the Denver Elections Division

### Step 3 – Obtain Petition Sections for Circulation

- Obtain pre-printed petition sections from DED
  - Available: February 2, 2015
- Create your own petition sections
  - Get sections approved by DED
  - DED will accept/reject by COB of the 2<sup>nd</sup> day and notify the candidate in writing

### Step 4 – Circulate petitions

- May Circulate: February 3, 2015
- Sign Affidavit of Circulator
- Required signatures
  - Mayor, C&R, Council At-Large: 300 signatures within the City & County of Denver
  - District council: 100 signatures who reside within the district

### Step 5 – File completed petitions & *Candidate Acceptance of Nomination Form*

- Make sure *Affidavit of Circulator* is signed and notarized
- Due: March 11, 2015 (no cure period if turned in on this day)
  - Note: if sections are turned in prior to 3/11/15 you will have time to cure insufficient signatures.

### Step 6 – Determine sufficiency

- DED will determine sufficiency
- Is sufficient
  - DED will send a letter of sufficiency
- If insufficient
  - Candidate may cure if turned in prior to 3/11/15

### Step 7 – Protest of Nomination or Withdrawal

- Must protest signatures within 5 days
- Must withdrawal no later than forty-eight days before Election Day
  - Must present *Candidate Withdrawal Form* to DED

### Step 8 – Determination of ballot order

- Determined by lot
  - Will occur at public meeting at the DED
    - DED will notify date and time
- Run-off election ballot order
  - Determined by the date of the initial petition filing, with the earlier filed received top ballot position
  - DED will contact candidates who will in of run-off ballot and inform their ballot position.

### Step 9 – Stay Informed

- Fill out *Candidate/Campaign Contact Sheet* and keep information up to date.



# Attachment C



**DEBRA JOHNSON**  
CLERK AND RECORDER | PUBLIC TRUSTEE

**Elections Division**  
200 W. 14th Ave., Suite 100 | Denver, CO 80204  
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## Candidate / Campaign Contact Sheet

Once the candidate or issue is certified for ballot, the information in the section below will be posted on the Elections website for each campaign committee.

Candidate Name	Or.	Ballot Issue
		Ballot Issue Contact Name
Campaign Phone Number		Campaign Email Address
Campaign Website		Campaign Facebook Page
Campaign Twitter Page		Other Social Media Channel

The Clerk and Recorder will use the information below only for official communication with the candidate or committee by the Elections Division.

Candidate or Contact Name	Daytime Phone Number
Title	Email Address
Alternate Contact Name	Daytime Phone Number
Title	Email Address

### Customer service contact for candidates and campaigns:

Elections Division Public Information Officer:  
Phone: 720-865-4872  
Email: [electionscomm@denvergov.org](mailto:electionscomm@denvergov.org)

# APPENDIX A – PETITION ELEMENTS

## Instructions to Circulators

### Candidate Petitions Denver Municipal Candidates

1. A *Candidate Petition of Nomination* may consist of multiple petition sections. There must be only one circulator for each petition section.
2. Each petition section is bound in a blue manuscript cover and contains: A) an *Instructions to Circulators* page, B) several numbered *Signature Pages* that contain a *Warning* section at the top of each page, and C) an *Affidavit of Circulator* page.
3. Read the *Warning* in this petition section to be aware of who may sign this petition and other legal restrictions on signers of this petition.
4. When collecting signatures, be sure that:
  - a. The signer fills out every required field.
    - i. Each person should provide their own first name. (for example: Mary Doe, not Mrs. John Doe).
    - ii. A post office box is not allowed as a place of residence.
    - iii. If a person makes a minor correction to an entry that they put their initials next to the change.
    - iv. If a person needs to make a major correction that they cross out the line containing the error and proceed to the next line.
  - b. You personally circulate the petition.
    - i. A petition may not be left unattended on a counter or desk for voters to sign.
    - ii. Unless physically unable, all electors shall sign their own signature and shall print their names, their respective residence addresses, including the street number and name, the city or town, the county, and the date of signature. However, if a person needs assistance because of physical disability, any person may assist the elector in completing the information on the petition as required by law except for the circulator, **who may not assist the signer**. The signer must make his/her mark in the signature space and the person giving assistance must provide a signature and a statement that assistance was given. This statement must be provided on the petition immediately following the name of the signer who received assistance.
5. After collecting signatures:
  - a. Fill out and sign the *Affidavit of Circulator* in the presence of a notary public and have the notary public witness the signing of the affidavit and stamp it with a seal.
  - b. No additional signatures may be added to a petition section after the *Affidavit of Circulator* has been notarized.
6. Do not disassemble petition sections. If a section is taken apart, all names on the section are disqualified. A petition section does not have to be completely filled for the listed names to be valid, provided the petition section's *Affidavit of Circulator* is properly filled out and notarized.

# Warning Statement and Signature Page

**WARNING, IT IS AGAINST THE LAW:**

**For anyone to sign this petition with any name other than one's own or to knowingly sign one's name more than once for the same candidate.**

**Do not sign this petition unless you are a registered elector in the City and County of Denver, and within the candidate's district, if applicable.**

**Do not sign this petition unless you have read or have had read to you the proposed nomination petition in its entirety and understand its meaning.**

**Petition to nominate \_\_\_\_\_ to the office of \_\_\_\_\_  
C&R Rule 4.3.2 B.i.**

1.	Date	Last Name	First Name	MI	Year of Birth (Optional)
	Address - Number, Street, Unit #		City/County	Signature	
2.	Date	Last Name	First Name	MI	Year of Birth (Optional)
	Address - Number, Street, Unit #		City/County	Signature	
3.	Date	Last Name	First Name	MI	Year of Birth (Optional)
	Address - Number, Street, Unit #		City/County	Signature	
4.	Date	Last Name	First Name	MI	Year of Birth (Optional)
	Address - Number, Street, Unit #		City/County	Signature	
5.	Date	Last Name	First Name	MI	Year of Birth (Optional)
	Address - Number, Street, Unit #		City/County	Signature	
6.	Date	Last Name	First Name	MI	Year of Birth (Optional)
	Address - Number, Street, Unit #		City/County	Signature	
7.	Date	Last Name	First Name	MI	Year of Birth (Optional)
	Address - Number, Street, Unit #		City/County	Signature	
8.	Date	Last Name	First Name	MI	Year of Birth (Optional)
	Address - Number, Street, Unit #		City/County	Signature	
9.	Date	Last Name	First Name	MI	Year of Birth (Optional)
	Address - Number, Street, Unit #		City/County	Signature	
10.	Date	Last Name	First Name	MI	Year of Birth (Optional)
	Address - Number, Street, Unit #		City/County	Signature	

# Affidavit of Circulator

## PETITIONS OF NOMINATION

I, \_\_\_\_\_, do solemnly affirm under penalty of  
(Circulator's Printed Name)

perjury that:

1. I was a citizen of the United States, and at least 18 years of age at the time this section of the petition was circulated and signed by the listed electors;
2. I circulated this section of the petition;
3. Each signature on this petition was affixed in my presence;
4. Each signature on this petition is the signature of the person whose name it is to be;
5. To the best of my knowledge and belief each of the persons signing the petition, at the time of signing, a registered elector of the City and County of Denver of the district, if applicable; and
6. I have not paid or will not in the future pay, directly or indirectly, any money (the value of which exceeds \$500) to any other person, paid or will pay, for the purpose of inducing or causing such signature on this petition.

**Circulator Name (please print)**

\_\_\_\_\_  
Last name \_\_\_\_\_ name

**Permanent Residence Address (or office address)**

\_\_\_\_\_  
Street name and number \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_

**Temporary Colorado Address (you are not a Colorado resident)**

\_\_\_\_\_  
Street name and number \_\_\_\_\_ City/Town \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_

**Sign and Date**

\_\_\_\_\_  
Signature of Circulator

\_\_\_\_\_  
Date of Signing

STATE OF COLORADO

CITY AND COUNTY OF DENVER

Subscribed and sworn to me on this

[SEAL]

\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

My commission expires: \_\_\_\_\_.

\_\_\_\_\_  
Signature of Notary Public

# Attachment D

## Reference Websites

- Denver Elections Division, Spanish site  
[www.denervota.org](http://www.denervota.org)
- Colorado Revised Statutes  
<http://sos.state.co.us/pubs/elections/LawsRules/files/Title1.pdf>
- Denver Charter and Denver Revised Municipal Code  
<http://www.municode.com/resources/gateway.asp?pid=10257&sid=6>
- Campaign Finance  
<http://www.denvergov.org/elections/DenverElectionsDivison/CampaignInformation/CampaignFinance/tabid/445084/Default.aspx>
- Follow DenverElections on Twitter  
<http://www.twitter.com/DenverElections>



### Denver Elections Division Contact Information



720-865-4872 | Elections Communications Office



electionscomm@denvergov.org



www.DenverVotes.org



/DenverElections



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## Attachment E

# *It's here!*

***Denver Votes is the official mobile app of the Denver Elections Division that puts a variety of voting information at your fingertips.***

In addition to being able to register to vote or update your address information using Denver Votes, you can also sign up for Ballot TRACE, the Denver Elections Divisions first-in-the-nation technology that allows you to track your mail ballot from the time it is printed to when it has been received and verified by the Denver Elections Division. The app also contains interactive maps showing voters the locations of their nearest Voter Service and Polling Centers and 24-Hour Ballot Drop-Off Boxes in addition to an election calendar, contact information for elected officials and a candidate/campaign directory.

The Election Buzz section of the Denver Votes app will provide a one stop view of all Denver Elections Division social media accounts including Twitter, Facebook and You Tube.

***Download the Denver Votes App today!***  
Search "Denver Elections"

