

DECLARATION OF CANDIDACY
(See instructions for preparation on back)

Date Received by Filing Officer

Is this an amendment? Yes No

I, _____, being duly sworn, state that I am
(Candidate's name)

a candidate for the office of _____
(Official name of office - Include district, branch or seat number)

representing _____
(Name of political party or statement of principal - five words or less)

and I meet or will meet at the time I assume office the applicable, age, citizenship, residency and voting qualification requirements, if any, prescribed by the constitutions and laws of the United States and the State of Wisconsin, and that I will otherwise qualify for office, if nominated and elected.

I have not been convicted of a felony in any court within the United States for which I have not been pardoned. I have not been convicted of a misdemeanor involving a violation of public trust for which I have not been pardoned.

My present municipality of residence for voting purposes is:

(Candidate's address for voting purposes - Include the number, street and municipality where the candidate resides)

My name as I wish it to appear on the official ballot is as follows:

(Any combination of first name, middle name, or initials with surname. A nickname may replace a legal name.)

(Signature of Candidate): _____

State of Wisconsin }
County of Marathon }

Subscribed and sworn to before me this ____ day of _____, _____

(Signature of person authorized to administer oaths)

My Commission Expires: _____ or is permanent

Notary Public or _____
(Official title if not a notary)

EB-162 (Rev. 5/97 – Y2K 5/99) The information on this form is required by ss 8.21, Stats., Art. XIII, Sec. 3, Wis. Const., and must be filed with the filing officer in order to have a candidate's name placed on the ballot. 8.05(1)(j), 8.10(5), 8.15(4)(b), 8.17(2), 8.20(6), 120.06(6)(b), Stats. This form is prescribed by the State Elections Board, 132 E. Wilson St., Suite 200, PO Box 2973, Madison WI 53701-2973 (608) 266-8005

Instructions for Completing the Declaration of Candidacy

All candidates seeking ballot status for election to any office in the State of Wisconsin must properly complete and file a **Declaration of Candidacy**. This form must be **ON FILE** with the proper filing officer no later than the deadline for filing nomination papers or the candidate's name will not appear on the ballot. A Facsimile will be accepted if the FAX copy is received by the filing officer no later than the filing deadline and the signed original declaration is received by the filing officer with a postmark no later than the filing deadline.

Information to be provided by the candidate:

- ☞ Type or print your name on the first line
- ☞ The title of the office and **any district, branch or seat number** for which you are seeking election must be inserted on the second line. *For legislative offices insert the title and district number; for district attorneys insert the title and the county; for circuit court offices insert the title, county and branch number; and for municipal and school board offices insert the title and any district or seat number.*
- ☞ Type or print the political party affiliation or principle supported by you in five words or less on the third line. *Nonpartisan candidates may leave this line blank.*
- ☞ Felony or misdemeanor convictions: Your name cannot appear on the ballot 1) if you have been convicted of a felony in any court in the United States for which you have not been pardoned or 2) convicted of a misdemeanor involving a violation of public trust for which you have not been pardoned. *This only applies to state and local candidates.*
- ☞ Your current municipality of residence for voting purposes must be inserted on the fourth line. This must include the street number, or post office address, and **the name of the municipality of residence** (town, village or city). If you address changes before the election, an amended Declaration of Candidacy must be filed with the filing officer. (*s.8.21, Stats. Federal candidates do not have to provide this information.*)
- ☞ Type or print your name on the fifth line as you want it to be printed on the official ballot. You may use your full legal name, or any combination of the first name, middle name, and initials, or nickname with last name. No abbreviations or titles are permitted.

A nickname is defined as a familiar or shortened form of a proper name by which you are commonly known. Names which are not familiar or shortened forms of proper names, such as "Red", "Skip", or "Lower Taxes", are not permitted. A nickname is a substitute for your legal name. It is not permissible to add your nickname in quotes or parentheses between your first and last name. For example John "Jack" Jones or John (Jack) Jones is not acceptable, but Jack Jones is.

This form must be sworn to and signed in the presence of a notary public or other person authorized to administer oaths, such as a county or municipal clerk.

Information to be provided by the person administering the oath:

- ☞ The county of notarization
- ☞ The date the Declaration of Candidacy was signed and the oath administered.
- ☞ The signature and title of the person administering the oath. If signed by a notary public, the date the notary's commission expires must be listed. *The notary seal is not required.*

All candidates for offices using the nomination paper process and all school district candidates must file this form with the appropriate filing officer no later than the deadline for filing nomination papers. ss. 8.10(5), 8.15(4)(b), 8.17(2), 8.20(6), 8.50(3)(a), 120.06(6)(b) Stats.

Candidates nominated for local office at a caucus must file this form with their municipal clerk within 5 days of receiving notice of nominations. s.8.05(1)(j), Stats.