



CITY OF TOPEKA

CITY CLERK
City Hall, 215 SE 7th St., Room 166
Topeka, KS 66603-3914
(785) 368-3940

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Candidate Nomination Petition Guide

Below are the specific requirements for **submitting a petition in lieu of paying the filing fee** for election to the Office of Mayor or District Council Member.

Instructions:

- Complete the top section of the petition form with the candidate's name, office sought and other required information.
- Make photocopies of forms as needed.
- Follow the rules for petition circulators and observe the filing deadlines.
- Submit the petition and affidavit(s) to the City Clerk's Office **by 12:00 p.m. (noon) on January 27, 2015**. The City Clerk's Office is located at 215 SE 7th Street, Room 166, City Hall, Topeka, Kansas.

Nomination Petition Form

The form is titled "Kansas Non-Partisan City/School Nomination Petition" CP Form, revised July 3, 2014.

Affidavit of Petition Circulator Form

The form is titled "Affidavit of Petition Circulator" Form, revised July 3, 2014.

- Complete the form in its entirety.
- Notarize each form.
- You may use one affidavit form for each page of your petition **or** you may use one affidavit form for the entire petition. **NOTE:** If you use only one affidavit form for the entire petition it must be dated **after** all dates listed on the petition form and submitted in its entirety.
- If you have **multiple** people assist you with circulating your petition an Affidavit of Petition Circulator Form must be submitted for **each** person.

Signature Requirements

The Shawnee County Election Office will provide the number of votes cast in the last city election. You may contact the Election Office at (785) 266-0285 or visit their website at <http://www.snco.us/election/>

- Application for the Office of Mayor requires a petition signed by 100 qualified electors of the city or 1% of the votes cast in the last city general election.
- Application for the Office of District Council Member requires a petition signed by 50 qualified electors of the council district.
- Some of the signatures submitted on a petition may be invalid. It is advisable to obtain at least 25% more than the required number, although this will not guarantee sufficiency.

Kansas Non-Partisan City/School Nomination Petition

Form
CP

I, the undersigned, an elector of the appropriate election district, county of _____, and state of Kansas, and a duly registered voter, hereby nominate _____, who resides at _____, in the county of _____, and state of Kansas, as a candidate for the regular term / unexpired term for the office of _____, of _____, state of Kansas, at the election to be held in the spring of 20____.

(Number and street or RR) (City) (Name office specifically) (Name of city or school district number)

	Signature of Signer	Name of Signer (Print)	Street number or rural route	Name of City	Date
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					

Affidavit of petition circulator

STATE OF KANSAS

COUNTY OF _____

} ss.

I, _____ ,

Print Name

(check one):

_____ I am the circulator of this petition. I am qualified to circulate this petition and I personally witnessed the signing of the petition by each person whose name appears thereon.

_____ I am the candidate

Signature

Circulator's residence address

Subscribed and sworn to before me this _____ day of _____ , 20 _____ .

(SEAL)

Person authorized to administer oaths

My appointment expires _____ , 20 _____ .

Kansas law states that a petition circulator is a person who is a U.S. citizen, at least 18 years of age, and has not been convicted of a felony, or if convicted of a felony has been pardoned or restored to such person's civil rights.