STATE OF CONNECTICUT
REGISTRAR OF VOTERS
CERTIFICATION PROGRAM

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SECTION 8
PETITIONS

A. Typical Examples of Petitions – Roles & Responsibilities
B. Required Forms & Procedures
C. Procedures for Becoming a Write-In Candidate & Pre-Election Notification to Registrars
A. Typical Examples of Petitions

There are several types of petitions referenced in the Connecticut General Statutes including:

- Nominating Petitions – Title 9
- Primary Petitions & Presidential Preference Primary Petitions – Title 9
- Petitions regarding Charter Proposals – Title 7
- Petitions regarding Town Meetings – Title 7
- Petitions regarding Boards of Education – Title 10
- And More!
EXAMPLES OF PETITIONS

Nominating Petitions
&
Primary Petitions

IMPORTANT DEFINITIONS

- **Municipal Office**: An elective office for which only the electors of a single town, city or borough or political subdivision* may vote, including Justice of the Peace.

  **Political Subdivision**: any voting district or combination of voting districts constituting part of the municipality.

  - A town, city or borough office for which only all electors of such town, city or borough may vote;
  - A town, city or borough office for which only the electors of a political subdivision may vote;
  - State Representative (Single Town Assembly District & Part of a single town Assembly District);
    - Judge of Probate (single town district)
    - ROVs
    - Justices of the Peace

C.G.S. § 9-372
IMPORTANT DEFINITIONS

• **State Office**: Any office for which *all the electors of the state* may vote, except the office of President & Vice-President.
  - Governor
  - Lt. Governor
  - Secretary of the State
  - Comptroller
  - Treasurer
  - Attorney General
  - US Senator

C.G.S. § 9-372

IMPORTANT DEFINITIONS

• **District Office**: An elective office for which *only the electors in a district* *may* vote.

*District: any geographic portion of the state which crosses the boundary or boundaries between two or more towns.

- US Representative (Multi-town District)
- State Senator (Multi-town District)
- State Representative (Multi-town District)
- Judge of Probate (Multi-town District)

C.G.S. § 9-372
IMPORTANT DEFINITIONS

Party Endorsed Candidate:

- *In the case of a candidate for state or district office* –
  - a person endorsed by the convention of a political party as a candidate in a primary to be held by such party, and
- *In the case of a candidate for municipal office or town committee member* –
  - a person endorsed by the town committee, caucus or convention, as the case may be, of a political party as a candidate in a primary to be held by such party.

IMPORTANT DEFINITIONS

- **Primary**: a meeting of the enrolled members of a political party and, when applicable under section 9-431, unaffiliated electors, at which such members or electors may vote by secret ballot for *candidates for nomination to office or for town committee members*.

C.G.S. § 9-372
MAY 2017 MUNICIPAL ELECTION KEY DATES

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nominating Petitions Forms Available (SOTS)</td>
<td>January 3, 2017</td>
</tr>
<tr>
<td>Party Endorsements:</td>
<td>January 9-17, 2017</td>
</tr>
<tr>
<td>Primary Petition Forms Available (ROVs):</td>
<td>January 9, 2017</td>
</tr>
<tr>
<td>*Certification of Endorsements:</td>
<td>January 17, 2017</td>
</tr>
<tr>
<td>*Primary &amp; Nominating Petitions:</td>
<td>January 31, 2017</td>
</tr>
<tr>
<td>*Notice of Primary:</td>
<td>3 Business Days Before Primary</td>
</tr>
<tr>
<td>Primary</td>
<td>March 6, 2017</td>
</tr>
</tbody>
</table>

*Deadline

PARTY ENDORSEMENTS

- **State or District Office**: Major party endorsement is achieved for a state or district office through the convention process.
  - **Municipal Office & Town Committee Member**: Major party endorsement is achieved for a municipal office (including a single town state rep.) or for a member of a town committee through (1) town committee process, (2) caucus, or (3) local convention.
  - **Party Rules Govern**: Party rules of a State Central Committee or a local town committee will dictate what endorsement mechanism is used and how it will be run.
ENDORSEMENTS V. NOMINATION

- **PARTY ENDORSED CANDIDATE** = candidate endorsed by a convention, town committee, or caucus as a candidate in a primary to be held by such party. Applies to major parties only.

- **NO CHALLENGE TO ENDORSEMENT (VIA DELAGATE SUPPORT OR PETITION)** = endorsed candidate becomes the major party nominee. No primary will be held.

- **MINOR PARTY CANDIDATE SELECTION** = Nominee. These parties are not subject to primary. They make their candidate selections after any scheduled primary for major parties. The selected candidates automatically become the nominees of the party.

NOMINATING PETITIONS
NOMINATING PETITIONS

WHAT IS A NOMINATING PETITION?

A nominating petition is a petition circulated by an independent or non-major party candidate to gain ballot access at the general election.

A certain number of valid signatures is required in order for the candidate to get on the ballot. That number is prescribed by statute.

The candidate requests a nominating petition from SOTS in writing and SOTS will forward an Application for Nominating Petition to that individual.

C.G.S. §§ 9-6b, 9-379, 9-380, 9-453a-9-453u

NOMINATING PETITIONS

WHO ARE THEY AVAILABLE FOR?

Nominating petitions are available for those persons that would like to run for office as a “new party” or “no party” candidate.

They can also be used by a minor party nominee that does not have ballot access for that particular office.

They are NOT to be used by a nominee of an established major party or a nominee of a minor party that has ballot access for that particular office.
NOMINATING PETITIONS

WHERE & WHEN ARE THEY AVAILABLE?

Applications for Nominating Petitions and Nominating Petitions are available only from the SOTS.

They are available on the first business day of January in the relevant election year.
NOMINATING PETITIONS

HOW MANY SIGNATURES ARE REQUIRED?

Each petition shall be signed by a number of qualified electors equal to the lesser of:

- 1% of the votes cast for the same office(s) at the last preceding election;
- 7500.

Newly Created Offices: the required number of signatures of qualified electors is set forth in C.G.S. § 9-380.

NOMINATING PETITIONS

WHEN ARE THEY DUE?

Nominating petitions are due to the town clerk in the town in which they were circulated 90 days before the election.
NOMINATING PETITIONS

WHAT IS THE ROVS' RESPONSIBILITY?

Nominating petitions are primarily the responsibility of the Town Clerk.

The ROVs only involvement with nominating petitions occurs when the TC delegates the verification of petition signatures to them. However, that requires the ROVs consent.

C.G.S.§ 9-453l

NOMINATING PETITIONS

ROV RESPONSIBILITY

When the ROVs consent to verifying the signatures, they must:

1. Execute a receipt stating the number of nominating petition pages so received from the clerk;
   1. Check the names;

1. Certify that the names have been checked and, after making the required certification;

1. Return the checked petition pages to the TC for transmittal to the SOTS.

C.G.S.§ 9-453l
PRIMARY PETITIONS

THE PRIMARY: CHALLENGING THE PARTY ENDORSEMENT

- Major party endorsements for a state or district office* can be challenged in 2 different manners; each ultimately resulting in a primary.

1. Receive at least 15% of any roll call vote taken at a convention.
2. File a primary petition consisting of the requisite number of signatures.

- Major party endorsements for municipal office* (including office of a single-town state representative) and town committee member can be challenged only by primary petition.
PRIMARY PETITIONS

WHAT IS A PRIMARY PETITION?

Connecticut law allows a person to challenge major party endorsed candidates for all offices by circulating “primary petitions.”

Candidates opposing the party endorsed candidate use these petitions to get on the primary ballot. Anyone who wants to join the primary via petition must collect the requisite # of signatures of enrolled party members.

The winner of that primary becomes the major-party nominee.

NOTE: This is different from a candidate that received the support of at least 15% of the delegates to their state or district convention. They also get on the primary ballot.

Primary petitions are available for the following offices:

- President & Vice-President
- U.S. Senator and Representative in Congress
- Governor & Lt. Governor, Comptroller, SOTS, Treasurer, Attorney General
  - State Senator
  - State Representative
- Town, City or Borough Offices
  - Registrar of Voters
  - Judge of Probate
  - Justice of the Peace
- Town Committee Member

**Petitions will be obtained from either the SOTS or the ROVs depending on the office sought.**
PRIMARY PETITIONS

The ROVs play a major role in the primary petition process.

However, the rules & procedures concerning primary petitions differ depending on the office the candidate is seeking (for example: state or district office, municipal office, town committee member, President etc.)
QUICK REVIEW

1. What is a nominating petition?
2. What responsibilities may the ROV have with respect to nominating petitions?
3. What is a primary petition?
4. What offices are primary petitions available for?
5. Does the ROV have any responsibilities with respect to primary petitions? Examples?

QUESTIONS?
PETITIONS

A. Typical Examples of Petitions
B. **Primary Petitions: Required Forms & Procedures**
C. Procedures for Becoming a Write-In Candidate & Pre-Election Notification to Registrars

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**PRIMARY PETITIONS**

**IMPORTANT DEFINITIONS**

- **Statewide & Multi-Town District Primary Petitions**: The primary petitions used by candidates for nomination to “State Offices” or “District Offices”.

- Governor, Lt. Governor, SOTS, Treasurer, Comptroller, Attorney General
  - US Senator
  - US Representative
  - State Senator
- State Representative (except from a Single Town District)
Municipal Offices At Large Primary Petitions: The primary petition used for municipal offices for which all the electors of a particular municipality may vote.

- Town, city or borough office for which only and all electors of such town, city or borough may vote;
- State Representative in an Assembly District composed of a single town
- Judge of Probate in a Probate District composed of a single town
  - ROVs (except those elected from voting districts)
  - Justices of the Peace

Municipal Offices from Political Subdivisions Primary Petitions: The primary petition used for municipal offices for which the electors of only part of a particular municipality may vote.

- Town, city or borough office for which only the electors of a political subdivision of such town, city or borough may vote;
- State Representative in an Assembly District composed of part of a single town
- Judge of Probate in a Probate District composed of part of a single town
  - ROVs elected from voting districts
PRIMARY PETITIONS

IMPORTANT DEFINITIONS

- **Town Committee At-Large Primary Petitions:** The primary petition used in connection with candidacies for election to town committee from the municipality at-large.

- **Town Committee from Political Subdivisions Primary Petitions:** The primary petition used in connection with candidacies for election to town committee from political subdivisions of the municipality.

WHO IS ELIGIBLE TO OBTAIN A PRIMARY PETITION?

- **State Office:** Any person whose name appears upon the last-completed enrollment list* of such party in any municipality in the state.

- **District Office:** Any person whose name appears on the last-completed enrollment list* of such party within the district the person seeks to represent.

*This is the list that is in the office of the SOTS at the end of the last day prior to the convention for the party from which the person seeks nomination.
# PRIMARY PETITIONS

## WHO IS NOT ELIGIBLE TO OBTAIN A PRIMARY PETITION?

A petition cannot be filed by a candidate that has been:

1. Certified as the party-endorsed candidate; or
2. Received at least 15% of the convention vote for such office.

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## PRIMARY PETITIONS

### WHO IS ELIGIBLE TO OBTAIN A PRIMARY PETITION?

- **Municipal Office or Town Committee Member:**
  - **Municipal Office of State Senator:** any person whose name appears on the last-completed enrollment list of such party within a senatorial district within which such person is to be nominated.
  - **Municipal Office of State Representative:** any person whose name appears on the last-completed enrollment list of such party within the assembly district within which a person is to be nominated.
  - **Town Committee Member or Other Municipal Office:** any person whose name appears on the last-completed enrollment list of such party for the municipality or political subdivision within which a person is to be nominated.
WHO ISSUES THE PRIMARY PETITIONS FOR A PARTICULAR OFFICE?

Primary petition forms and instructional pages are provided to the candidate by either SOTS or the ROVs depending on the office to be voted upon.

PRIMARY PETITIONS ISSUED BY THE SOTS

- U.S. SENATOR AND REPRESENTATIVE IN CONGRESS*
- GOVERNOR & LT. GOVERNOR, SOTS, COMPTROLLER, TREASURER, ATTORNEY GENERAL (STATEWIDE OFFICES)
  - STATE SENATOR (MULTI-TOWN DISTRICT)
  - STATE REPRESENTATIVE (MULTI-TOWN DISTRICTS)
  - JUDGE OF PROBATE (MULTI-TOWN DISTRICTS)

*Applications for primary petition for these offices must be filed with the SOTS.
PRIMARY PETITIONS

PRIMARY PETITIONS ISSUED BY THE SOTS FOR:

- State Office or District Office US Representative:
  - Must be made available on the 105<sup>th</sup> day before the day of the Primary for such offices.
- District Office of Judge of Probate, State Senator or State Representative:
  - Must be made available by the 74<sup>th</sup> day before the primary.

*Applications for primary petition for these offices must be filed with the SOTS.

PRIMARY PETITIONS

PRIMARY PETITIONS ISSUED BY THE ROVs

- A TOWN, CITY OR BOROUGH OFFICE FOR WHICH ONLY AND ALL ELECTORS OF SUCH TOWN, CITY OR BOROUGH MAY VOTE
- A TOWN, CITY OR BOROUGH OFFICE FOR WHICH ONLY ELECTORS OF A POLITICAL SUBDIVISION OF SUCH TOWN, CITY OR BOROUGH MAY VOTE
- STATE REPRESENTATIVE (ASSEMBLY DISTRICT COMPOSED OF A SINGLE TOWN OR PART OF A SINGLE TOWN)
  - JUDGE OF PROBATE OF A SINGLE TOWN
    - REGISTRAR OF VOTERS
    - TOWN COMMITTEE MEMBER
    - JUSTICE OF THE PEACE

*Applications for primary petition for these offices must be filed with the applicable ROV’s office.
PRIMARY PETITIONS

WHEN MUST PRIMARY PETITIONS ISSUED BY THE ROVs BE MADE AVAILABLE?

- Municipal offices or Town Committee Members must be available from:
  - the day following the party’s endorsement of a candidate or candidates for such office or position; OR
  - The day following the final day for making such endorsement (see C.G.S. § 9-391)
- WHICHEVER COMES FIRST!

PRIMARY PETITIONS

PRIMARY PETITION APPLICATION REQUIREMENTS

The person requesting the primary petition must provide:

- Their own name and address;
- The candidate's or candidates’ name(s) and address(es);
- The office or offices sought*;
- A statement signed by the person requesting the petition; and
- A statement of consent signed by the candidate or candidates consenting to be candidate for such office indicating the way in which their name or names are to appear on the ballot**.

For Town Committee Petitions, the number of candidacies on such petition must contain at least 25 % of the total number of town committee members to be elected.
QUICK REVIEW

1. Who is eligible to obtain a primary petition for municipal office? State office? District office?
2. Who issues primary petitions for statewide & multi-town district offices?
3. Who issues primary petitions for municipal offices and town committee members?
4. When must primary petitions issued by the ROVs be made available for municipal or town committee members?
5. What does the applicant have to provide?
AN APPLICATION FOR A PETITION FORM HAS BEEN SUBMITTED PROPERLY

WHAT’S NEXT?

• ROVs COMPLETE PART A: Once the applicant has completed the application requirements, the ROVs must fill in on each Petition Signatures Page (Part A):
  1. the name and address of each candidate to be named therein;
  2. The office sought by each candidate;
  3. The name of the political party holding the primary; and
  4. The date of the primary.

• ROVs PROVIDE # OF REQUIRED SIGNATURES: The ROVs must also fill in the blanks on the Instruction Page regarding the number of signatures required.
PRIMARY PETITIONS

WHAT IS THE NUMBER OF SIGNATURES REQUIRED?

- **Municipal Offices At-Large & Town Committee At Large**: 5% of the electors whose names appear on the active last-completed enrollment list of the party in the municipality or such lesser number as the party rules prescribe.

- **Municipal Offices & Town Committee from Political Subdivisions**: 5% of the electors whose names appear on the active last-completed enrollment list of the party in the political subdivision or such lesser number as the party rules prescribe.

NOTE: State & District Office = 2% of enrolled party members.
PRIMARY PETITIONS

**Number of Petition Signatures Pages to be provided:** Upon completion of the above requirements, the Registrar of Voters shall give to the person requesting the petition form one or more Signatures Pages suitable for duplication as he deems necessary. If the candidate or candidates are indigent, the Registrar shall provide a number of pages determined by such Registrar as at least five times the number sufficient to contain the required number of signatures for a primary. The number of Signatures Required is ______, (being at least 5% of the electors whose names appear on the active last-completed enrolment list of the party in the municipality, or such lesser number as the party rules prescribe).

WHAT'S NEXT?
PRIMARY PETITIONS

PROVIDE PETITION SIGNATURE AND INSTRUCTION PAGES

1. Provide at least 1 “Instruction Page” for each circulator; AND

1. Provide one or more primary petition signature pages suitable for duplication as you deem necessary.**

**Indigent Candidate(s):

For municipal offices: If the candidate or candidates are indigent, provide at least 2 times the number of signature pages needed to contain the required number of signatures.

For Town Committee Member petitions: provide 5 times the number of signature pages needed.

Municipal Office At-Large
Use Form ED-619

- A town, city or borough office for which only and all electors of such town, city or borough may vote.
- State Representative in an Assembly District composed of a single town.
- Registrars of Voters, except where elected from voting districts.
- Justices of the Peace

Municipal Offices from Political Subdivisions
Use Form ED-619a

- A town, city or borough office for which only the electors of a political subdivision of such town, city or borough may vote.
- State Representative in an Assembly district composed of a single town.
- Registrars of Voters where elected from voting districts.
PRIMARY PETITIONS

Town Committee At-Large
Use Form ED-610

- If a party in your municipality by rule provides for election of members of its town committee from a municipality at-large.

Town Committee from Political Subdivisions
Use Form ED-610a

- If a party in your municipality by rule provides for election of members of its town committee from a municipality at-large.

PRIMARY PETITIONS

WHO CAN CIRCULATE PETITIONS?

- Must be an enrolled party member of a municipality in this State.

- Candidates may circulate petitions for themselves.
PRIMARY PETITIONS

IMPORTANT!

Candidates may NOT circulate petitions for another candidate (or another group of candidates contained in one petition) for the nomination of the party for the same office.

*Applies to endorsed or petitioning candidates.

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PRIMARY PETITIONS

IMPORTANT!

- No person may circulate petitions for more than the maximum number of candidates to be nominated by a political party for the same office.

- **Example:** If a party may nominate 3 candidates for a particular office, the circulator can circulate petitions for all 3 candidates but no more.
PRIMARY PETITIONS

IMPORTANT!

- The circulator must have signers sign in his/her presence, and be certain that his own signed statements are true or the whole petition page may be rejected.

- **Misrepresentation Prohibited:** It is a Class D felony for any person to intentionally misrepresent the contents of a primary petition. C.G.S. § 9-368c

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**PRIMARY PETITIONS**

IMPORTANT!

**Assistance to Blind Persons Signing the Petitions**

Any person who is blind may cause their name to be placed on a petition if an authorized agent (NOT the circulator):

1. Reads aloud the full text of the petition in the presence of the circulator; and
2. The blind person consents to having their name appear on the petition.

*If they are unable to write, their authorized agent may write the name of the person followed by the word “by” and the agent’s own signature.*
PRIMARY PETITIONS

IMPORTANT!

- Any petition page circulated in violation of the law must be rejected by the ROV.

PRIMARY PETITIONS

WHO CAN SIGN PETITIONS?

- Any elector who's name appears on the last completed enrollment list of the party holding the primary in the municipality or political subdivision, as the case may be.
**PRIMARY PETITIONS**

**PETITION SIGNATURES**

- Must be the personal signature of the signer (cannot sign for another person*)
- Exception: Assistance to blind persons.
- Signers can only sign one petition for the same candidate or candidates.
- Signers cannot withdraw their signatures.
- Signatures can only be obtained on the official Petition Signatures Page distributed or on duplicates issued.

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**PRIMARY PETITION FILING LOCATIONS & DEADLINES**

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>WHERE: Filed with ROV</th>
<th>WHEN: By 4 pm on the 63rd day preceding the day of the primary for such office.</th>
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<tbody>
<tr>
<td>STATE &amp; DISTRICT OFFICE</td>
<td>of the town in which the petition was circulated.</td>
<td></td>
</tr>
<tr>
<td>MUNICIPAL OFFICE &amp; TOWN COMMITTEE MEMBER</td>
<td>of the town in which the petition was circulated.</td>
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</tr>
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</table>

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QUICK REVIEW

1. How many signatures are required for municipal offices and town committee members?
2. Where do you fill this in?
3. Who can circulate petitions for municipal office?
4. Can candidates circulate petitions for themselves?
5. Can candidates circulate petitions for candidates for nomination to the same office?
6. Must signers sign in the presence of the circulator?
7. Who can sign a petition?
8. Can anyone sign for someone else?
9. Can someone sign a petition more than once for the same candidate?
10. Can a signer withdraw their signature?
11. Where are primary petitions filed?
12. When are they filed: State & District Offices? Municipal Offices & Town Committee?
13. If a petition page is circulated in violation of the law, must the ROV reject it?

QUESTIONS?
**PRIMARY PETITIONS**

**ROVs CHECKLIST**

- Received the completed primary petition request.
- Determined the type of office sought (i.e., at-large office, political subdivision, etc.)
- Completed Part A on each Petition Signatures Page
- Computed & filled in the number of signatures required on the Instructions Page.
- Provided Petition Signature & Pages

**WHAT’S NEXT?**

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**PRIMARY PETITIONS**

**ROVs CHECKLIST**

AFTER A PETITION PAGE HAS BEEN RETURNED

Provide Receipt
Upon the receipt of any page of a petition, the ROV must sign and give to the person submitting the petition a receipt, in duplicate, stating:

1. The number of pages filed; AND
2. The date and time of filing.

Sample receipt

REGISTRAR'S RECEIPT OF PRIMARY PETITION PAGES
I, __________, Registrar of Voters of the _______ Party, in the town of __________, acknowledge receipt on ________ at ______ a.m./p.m. of ________, Primary Petition Signature Pages in behalf of the candidacy of ________, for nomination by said party for the office of ________, which pages were submitted to me by (name) __________ (address) __________.
PRIMARY PETITIONS

ROVs REVIEW PETITIONS FOR COMPLETENESS

☑ Statement by Registrar of Voters as to the Circulator’s Status as an Enrolled Party Member

☑ Circulator’s Statement of Authenticity of Signatures

☑ Certification of Acknowledging Officer

Each petition page must contain a statement signed by the ROV of the appropriate party in the municipality in which the circulator is enrolled, attesting that the circulator is an enrolled member of such party in the municipality.

This statement must be completed before the petition page is submitted for filing to the party’s ROV in the municipality of voting residence of the signers.

Any page without such Statement must be rejected by the ROV.
PRIMARY PETITIONS

STATEMENT BY REGISTRAR OF VOTERS AS TO CIRCULATOR’S STATUS AS ENROLLED PARTY MEMBER

C. Circulator must have Part C filled in by party’s Registrar in town in which circulator is enrolled before submitting it to party’s Registrar in town in which the signers are enrolled.

CIRCULATOR’S NAME: Barbie Doll
CIRCULATOR’S RESIDENCE ADDRESS: 30 Trinity Street, Hartford

I, Registrar of Voters of the party named in Part A of this petition, in the town of Hartford, CT do hereby attest that the above circulator is an enrolled member of said party in said town.

Date: 3/28/16
Signature of Registrar of Voters: John Doe

IF THIS INFORMATION IS INCOMPLETE, REJECT THE PAGE!

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PRIMARY PETITIONS

ROVs REVIEW PETITIONS FOR COMPLETENESS

☑ Circulator’s Statement of Authenticity of Signatures

- This Statement, including the address and number of signatures obtained, must be completed and signed by the Circulator after obtaining all of the signatures but before filing the page with the appropriate ROV.

- The page must be rejected by the ROV if the Statement is not completed and signed.
PRIMARY PETITIONS

ROVs REVIEW PETITIONS FOR COMPLETENESS

☑ Certification of Acknowledging Officer

- After the Circulator’s Statement of Authenticity of Signatures, the Circulator must appear before the following to acknowledge the Statement:
  - A judge of a court of record;
  - A clerk or deputy clerk of a court having a seal;
  - Family support magistrate;
  - Commissioner of deeds or town clerk;
  - Notary public;
  - Justice of the peace; OR
  - An attorney admitted to the Connecticut Bar.

- If the acknowledgement is not completed and signed by one of the officers above, the petition page must be rejected by the ROV.

IF THIS INFORMATION IS INCOMPLETE, REJECT THE PAGE!
PRIMER PETITIONS

IMPORTANT!
Town Committee Member

No primary petition for town committee members shall be approved unless it contains the names of a number of candidates, equal to at least 25% of the number of town committee members to be elected in the town or political subdivision.

PRIMER PETITIONS

IMPORTANT!
Justice of the Peace

No primary will be held for nomination by a party to the office of justice of the peace unless candidacies for nomination numbering at least a bare majority of the number of justices of the peace to be nominated by such party are filed.
PRIMARY PETITIONS

ROVs REVIEW PETITIONS FOR COMPLETENESS

STATE & MULTI-DISTRICT PETITIONS FILED WITH THE ROV

NOTE: ROVs only verify signatures of state and multi-town district petitions that are issued by the SOTS and filed with the ROVs in the town in which such petitions were circulated.

The SOTS reviews the petitions for completeness

PRIMARY PETITIONS

ROVs CHECKLIST

AFTER A PETITION PAGE HAS BEEN RETURNED

- Provide Receipt
- Reviewed Petitions for Completeness

WHAT’S NEXT? 😳
The checking of signatures on primary petition is the responsibility of the Registrar.

Upon acceptance of the primary petition pages, the ROV must check & verify the signatures contained on each page.
PRIMARY PETITIONS

VERIFICATION/REJECTION OF SIGNATURES

- The ROV must reject any name that does not appear on the last-completed enrollment list in the municipality or political subdivision, as the case may be.

- **Name Rejected** = place a mark before the name (ex. “R”, “REJ”) rejected in a manner prescribed by the SOTS.

- **Name Approved** = place a check mark before each name appearing on the enrollment list to indicate approval. (“✔”)

*No other mark on the page is allowed except what is set forth in the statutes.*

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EXAMPLE OF HOW TO MARK THE SIGNATURES

<table>
<thead>
<tr>
<th>Name</th>
<th>Printed Name</th>
<th>Birth Date</th>
<th>Street Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joe Smith</td>
<td>Joe Smith</td>
<td>1/1/64</td>
<td>11 Cheshire Dr</td>
</tr>
<tr>
<td>Betty Boo</td>
<td>Betty Boo</td>
<td>2/1/80</td>
<td>11 Cheshire Dr</td>
</tr>
<tr>
<td>Ben Hyde</td>
<td>Ben Hyde</td>
<td>3/17/70</td>
<td>11 Beatty Way</td>
</tr>
<tr>
<td>Gwen Sweet</td>
<td>Gwen Sweet</td>
<td>4/1/49</td>
<td>11 Cheshire Dr</td>
</tr>
</tbody>
</table>

✔ — Check mark indicating approval of signature
R — Indicating rejection of signature

Ben Hyde was rejected because he was not enrolled in any party and thus, was not on the last-completed enrollment list.

**NOTE:** Birth dates are NOT required in order to approve a signature.
PRIMARY PETITIONS

IMPORTANT!
Signer’s Name Appears on the Last Completed Enrollment List

Signer’s Name on the Active List:

- Different address/Same DOB = Approve (count) and change address on enrollment list
- Different address/NO DOB = Attempt to verify eligibility but don’t change the address without further reliable information.

Signer’s Name on the Inactive List:

- (1) Same address = Approve (count) and restore to the active list.
- (2) Different address/SAME DOB = Approve (count) but don’t change the address on the inactive list until the voter signs a new voter registration form.*
- (3) Different address/NO DOB = Rejected*

*Recommended: Send voter a voter registration form.
PRIMARY PETITIONS

REMEMBER!

- No person can sign more than once for the same candidate(s)!
- Any person who is blind may authorize his agent (NOT the circulator) to write their name followed by the word “by” and agent’s signature.

QUICK REVIEW

1. What statements & certifications are you checking to make sure a petition page is complete?
2. When must the ROV’s Statement be completed?
3. When must the Circulator’s Statement be completed?
4. If any of these are incomplete, what must you do next?
5. How many town committee member candidates must be on the petition?
6. Who reviews state and multi-district office petitions for completeness?
7. What do you give the person submitting a petition page?
8. What must the receipt state?
9. Who is responsible for the verification of signatures on primary petitions?
10. What names must you reject?
11. What if a signer’s name is on the enrollment list with the same DOB but they list a different address?
12. What symbols do you use to identify a rejection or acceptance?
PRIMARY PETITIONS

ROVs CHECKLIST

☑ Provided Receipt
☑ Reviewed Petitions for Completeness
☑ Verified/Rejected Signatures

WHAT’S NEXT?
PRIMARY PETITIONS

ROV MUST CERTIFY THE NUMBER OF SIGNERS WHO ARE ON THE ENROLLMENT LIST

CERTIFICATION OF SIGNATURES

• After verifying and rejecting petition page signatures, the ROV is required to certify the number of verified signatures.

• The ROV “must certify on each petition page the number of signers of the page who were enrolled in the last-completed enrollment list of such party in the municipality or political subdivision, as the case may be. . .” C.G.S. §§ 404c & 9-412
PRIMARY PETITIONS

DEADLINE!

ROV has 7 days to complete & certify the verification of signatures after the receipt of each petition page!

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PRIMARY PETITIONS

ROVs CHECKLIST

- Provided Receipt
- Reviewed Petitions for Completeness
- Verified/Rejected Signatures
- Completed Certification of Signatures

WHAT’S NEXT? 😨
After verifying and certifying the signatures on each petition page, the ROV must file each such certified page, together with the ROVs certificate with the Town Clerk or SOTS.

**WHERE:** Municipal Office, Town Committee Members, Single Town District Office = File with TC

**WHERE:** Statewide and Multi-Town District Offices = File with SOTS

**HOW:** Filing can be made in person or by mail.

**WHEN:** Within 7 days of receipt of each petition page.
PRIMARY PETITIONS

ROVs CHECKLIST

AFTER A PRIMARY PETITION APPLICATION HAS BEEN SUBMITTED

☑ Received the completed primary petition request.
☑ Determined the type of office sought (i.e., at-large office, political subdivision, etc.)
☑ Completed Part A on each Petition Signatures Page
☑ Computed & filled in the number of signatures required on the Instructions Page.
☑ Provided Petition Signature & Pages

AFTER A PETITION PAGE HAS BEEN RETURNED

☑ Provided Receipt
☑ Reviewed Petitions for Completeness
☑ Verified/Rejected Signatures
☑ Completed Certification of Signatures
☑Filed Verified & Certified Petition Pages

NOTICE OF PRIMARY

Pursuant to C.G.S. § 9-435:

When a candidacy for nomination by a political party to any municipal office or for election as a town committee member is filed properly with the ROV (other than for party-endorsed candidates), the ROV must notify the town clerk (TC) that a primary is to be held by the party for that office or town committee.
NOTICE OF PRIMARY

Pursuant to C.G.S. § 9-435:

The notice must include:

• A list of all proposed candidates (those endorsed as well as those filing candidacies);
  • Their addresses; AND
• The titles of the offices or positions for which they are candidates.

*Justice of Peace:* the notice must also contain the complete ballot designation of each slate pursuant to C.G.S. 9-437(h).

QUICK REVIEW

1. What must you do after you complete the verification of signatures?
2. How long do you have to certify the verified signatures and file the certified petition page(s) with the proper authority (TC or SOTS)?
3. What petition pages get filed with the TC?
4. True or False: Said filing can be made in person or via mail?
5. What triggers the Notice of Primary?
QUESTIONS?

PRESIDENTIAL PREFERENCE PRIMARY PETITIONS
PRESIDENTIAL PREFERENCE PRIMARY

The Presidential Preference Primary is held on the last Tuesday in April of each year in which the President of the United States is to be elected.

Each party shall conduct a primary in each town if the names of two or more candidates are to be placed on such party’s presidential preference ballot.

PRESIDENTIAL PREFERENCE PRIMARY

A candidate’s name may be placed a party’s primary ballot in 1 of 2 ways:

- (1) Directly by SOTS: by SOTS, if in the SOTS opinion the person’s candidacy for the party’s presidential nomination is generally and seriously advocated or recognized according to reports in the national or state news media; OR

- (2) By Petition: by petition signed by at least 1% of the enrolled members of the party in the state according to the most recent active list enrollment records on file in the SOTS office.
### PRESIDENTIAL PREFERENCE PRIMARY

#### WHEN ARE PETITIONS AVAILABLE?

Petitions will be issued, upon application properly made, beginning at 12 noon on the 74th day before the primary for candidates not directly selected by the SOTS.

#### WHEN ARE PETITIONS DUE?

Each petition page must be filed no later than 4pm on the 53rd day preceding the primary with the local ROV of the appropriate party in the town in which the signers of the page are enrolled in such party.

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### PRESIDENTIAL PREFERENCE PRIMARY

Petitions are circulated, filed with the ROVs, and verified by said registrars in accordance with the provisions of C.G.S. §§ 9-410 & 9-412 which pertain to primary petitions for municipal offices or town committee members.
PRESIDENTIAL PREFERENCE PRIMARY

- **ROV Verifies Signatures:** The ROV must verify the signatures on each page and forward them to the SOTS by 4pm of the 49th day before the primary.

- **ROV Office Hours:** If a petition was issued before the last day for filing petition pages with the ROV, the ROV’s office must be open from 1pm to 4pm on the 53rd day preceding the primary (deadline to file petitions) and the ROV or the deputy ROV must be present to accept primary petition forms.

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PRESIDENTIAL PREFERENCE PRIMARY

- **SOTS Tabulates Signatures:** this must be done by the 46th day before the primary

- **Notice of Primary:** After the 35th day before the primary, the SOTS must send a notice of primary for each party to each town clerk who then causes it to be published.
PRESIDENTIAL PREFERENCE PRIMARY

Example of a Presidential Preference Petition Calendar

HELPFUL INFORMATION
CHAPTER 9 OF THE ROVAC HANDBOOK

PETITIONS
STATE & DISTRICT ELECTION YEARS
(Gubernatorial)
(Even numbered years. Once every four years.)

POSSIBLE PRIMARIES IN STATE & DISTRICT ELECTION YEARS
TOWN COMMITTEE Primary (3rd Tuesday in March)
STATE & DISTRICT Primary (2nd Tuesday in August)
Governor, Lt Governor, U.S. Senate
Representative in Congress, State Senator, State
Representative and Register of Deeds (incumbent teams)

Registrars Responsibilities
Regarding Petitions in State, District & Municipal
Election Years:

1. Petition Registrars are to make primary petition forms available for persons desiring to oppose party-endorsed candidates for town committee or town committee on the day following the making of the party's endorsement of candidates for town committee or beginning of the day following the first day for the making of such endorsements, whichever occurs first, §5-1513.

2. In January, petition registrars or assistant registrars must be in their office or office facilities between 1:00 p.m. and 4:00 p.m. on the 14th day preceding the day of the primary to accept primary petitions for aspirant candidates for town committee, §5-1513 and §5-1493.

3. If a valid petition or petitions have been filed the Registrar is to notify the Clerk of the primary to be held. The notice is to include a list of all the proposed candidates, those endorsed as well as those filing candidates, together with their addresses and the titles of the offices or positions for which they are candidates, §5-1492.

4. Petition Registrars are to make primary petition forms available for persons desiring to oppose party-endorsed candidates for municipal office on the day following the making of the party's endorsement of candidates for municipal office or beginning on the day following the final day for the making of such endorsements, whichever occurs first, §5-1513, §5-1609.

5. In June, petition registrars for register of voters for general or special town meeting in the state or district office, the registrar shall sign and give to the person submitting the petition a receipt, in duplicate, stating the number of pages, title and the date and time of filing. The person or the candidate shall retain one copy of the receipt to the Secretary of the State, §5-1502.

6. Verification of primary petition signatures is a provision of the statute, §5-1494.

7. The registrar of voters shall be certified by the Secretary of the State, §5-1503.

8. Petition registrars shall be certified by the Secretary of the State, §5-1503.

9. For town who happen to have a municipal election on this date—After the filing of a petition for municipal office, and after closing the petition, the Registrar shall file the petition in the Secretary of the State, §5-1495.

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PETITIONS

PRESIDENTIAL ELECTION YEAR

(Even numbered years. Once every four years.)

POSSIBLE PRIMARIES IN PRESIDENTIAL ELECTION YEARS

TOWN COMMITTEE Primary (1st Tuesday in March)

PRESEIDENTIAL PRIMARY Primary (1st Tuesday in April)

STATE & DISTRICT Primary (1st Tuesday in August)

(Delegates for President and Vice-President, N.S.

Senators, Representatives in Congress, State

Treasurer, State Representative, Registrar of

Votes in same towns)

Registrar Responsibilities

Regarding Presidential Election Years:

TOWN COMMITTEE

1. Petition Registrar to make primary petition forms available for persons desiring to oppose

petititioned candidates for town committee on the day following the filing of the petition.

2. Petition Registrar to keep an accurate record of all petitions filed and to notify the

petitionor the day following the filing if the petition is accepted.

3. If a valid petition or petitions have been filed the Registrar shall set the date for the

primary to be held. The notice is to include a list of all the proposed candidates, their

names, as well as their party, the times and place of the meeting of the petitioners for

which they are candidates.

PRESEIDENTIAL PRIMARY

1. Petition Registrar must be in their offices between 10:00 a.m. and 4:00 p.m. 7 days before

the primary to accept primary petition forms from candidates for additional presidential

candidates.

2. Petition Registrar to verify the signatures on each petition page and to certify the

petition.

STATES COMMITTEE

3. Petition Registrar to verify the signatures on the petition pages as required by the Secretary

of the State, (see 4 & 5) above.

4. Petition Registrar to verify the signatures on the petition pages as required by the Secretary

of the State, (see 4 & 5) above.

5. Petition Registrar to verify the signatures on the petition pages as required by the Secretary

of the State, (see 4 & 5) above.

6. Petition Registrar to verify the signatures on the petition pages as required by the Secretary

of the State, (see 4 & 5) above.

7. Petition Registrar to verify the signatures on the petition pages as required by the Secretary

of the State, (see 4 & 5) above.

8. Petition Registrar to verify the signatures on the petition pages as required by the Secretary

of the State, (see 4 & 5) above.

9. Petition Registrar to verify the signatures on the petition pages as required by the Secretary

of the State, (see 4 & 5) above.

10. Petition Registrar to verify the signatures on the petition pages as required by the Secretary

of the State, (see 4 & 5) above.

11. Petition Registrar to verify the signatures on the petition pages as required by the Secretary

of the State, (see 4 & 5) above.

12. Petition Registrar to verify the signatures on the petition pages as required by the Secretary

of the State, (see 4 & 5) above.

13. Petition Registrar to verify the signatures on the petition pages as required by the Secretary

of the State, (see 4 & 5) above.

14. Petition Registrar to verify the signatures on the petition pages as required by the Secretary

of the State, (see 4 & 5) above.

15. Petition Registrar to verify the signatures on the petition pages as required by the Secretary

of the State, (see 4 & 5) above.
CVRS PETITION MODULE

- CVRS allows you to add and maintain a petition.
- You can get instructions on how to do this in the CVRS manual.
- Allows you to keep track of individuals that have signed a petition.
  - You can determine if the individual is a registered voter and/or enrolled party member or has signed more than once for the same petitioning candidate.

When you get petitions for a candidate:

- Name the petition and enter it into CVRS. Give it a unique name with a date (to differentiate it)
  - Activities -> Maintain Town Data -> Town Petitions -> Insert.

- Once inserted, the petition should appear among your town’s petitions.
  - Registrar Maintenance -> Petition List
CVRS PETITION MODULE

When you get petitions for a candidate:

• After you have verified signatures on a petition page, update each verified voter’s history.
  • Activities -> Maintain Voter History -> Petition History
  • Search for the voter, select them, insert the proper petition, and update the record.
  • **Note!** If you notice the same petition appearing in the voter’s record under “Previous Petitions”, the record has already been updated. This indicates that the voter has already signed the petition and may not do so again.

CVRS PETITION MODULE

When you get petitions for a candidate:

• To view a list of petition signers, go to:
  • Registrar Maintenance -> Petition Voter Detail -> Town Petitions.
  • Specify the petition you want, enter the District/Ward.
  • View or Submit Request
  • **The number of signers on this list should match the total number you have certified to the SOTS.**
QUICK REVIEW

1. When is the Presidential Preference Primary held?
2. How can a candidate get on the ballot?
3. How many signatures are required to become a petitioning candidate?
4. When are petition’s available?
5. When are petition’s due to the local ROV?
6. Are the petition circulation rules the same as those for circulators of municipal offices and town committee member petitions?
7. When must the ROV complete the verification of signatures and forward the pages to the SOTS?
8. What office hours must the ROV keep to accept primary petition forms?
9. Who issues the Notice of Primary?

QUESTIONS?
PETITIONS
A. Typical Examples of Petitions – Roles & Responsibilities
B. Required Forms & Procedures
C. Procedures for Becoming a Write-In Candidate & Pre-Election Notification to Registrars

PROCEDURES FOR BECOMING A WRITE-IN CANDIDATE

In general, a “write-in” candidate is a candidate in an election whose name does not appear on the ballot, but for whom voters may vote nonetheless by writing in the person’s name.

Pursuant to Connecticut law, an individual must register to become a “write-in” candidate.
PROCEDURES FOR BECOMING A WRITE-IN CANDIDATE

Sec. 9-373a. Registration of write-in candidates. Any person desiring to be a write-in candidate for any state, district or municipal office to be filled at any regular election shall register his candidacy with the Secretary of the State on a form prescribed by the secretary. The registration shall include the candidate's name and address, the designation and term of the office sought, a statement of consent to the candidacy, and any other information which the secretary deems necessary. In the case of a write-in candidacy for the office of Governor or Lieutenant Governor, the registration shall include a candidate for each of those offices, or shall be void. The registration shall not include a designation of any political party. The registration shall be filed with the secretary not more than ninety days prior to the election at which the office is to be filled and not later than four o'clock p.m. on the fourteenth day preceding the election, or the registration shall be void. No person nominated for an office by a major or minor party or by nominating petition shall register as a write-in candidate for that office under the provisions of this section, and any registration of a write-in candidacy filed by such a person shall be void. Notwithstanding any provision of this section to the contrary, any person desiring to be a write-in candidate for the municipal office of town meeting member in any town having a representative town meeting which has seventy-five or more members shall register his candidacy with the town clerk of such town not later than the last business day preceding such election.

CONNECTICUT GENERAL STATUTES § 9-373A

PROCEDURES FOR BECOMING A WRITE-IN CANDIDATE

IN ADDITION:

*C.G.S. § 9-175 (b): Applies to write-in candidates for President

*C.G.S. § 9-244b: Applies to write-in candidates for a special election to fill a vacancy in a state, district, or municipal office.
PROCEDURES FOR BECOMING A WRITE-IN CANDIDATE

How does an individual become a write-in candidate?

✓ **Registration:** Any person desiring to be a write-in candidate for any state, district or municipal office (at a regular election) must register their candidacy with the proper authority.

✓ **SOTS Form:** This must be on a registration form prescribed by the Secretary of the State (SOTS).

✓ **Deadline:** It must be filed with the proper authority within the statutorily prescribed deadline.

C.G.S. § 9-373a

PROCEDURES FOR BECOMING A WRITE-IN CANDIDATE

REGISTRATION:
WHERE DOES THE REGISTRATION FORM GO?

✓ **SOTS:** Any person desiring to be a write-in candidate for any state, district or municipal office must register their candidacy with SOTS.

✓ **Exception – RTM w/ 75+ Members = Town Clerk (TC):** A person wishing to be a write-in candidate for a town's representative town meeting (RTM) which has 75 or more members must register their candidacy with the town clerk of that town.

C.G.S. § 9-373a
PROCEDURES FOR BECOMING A WRITE-IN CANDIDATE

REGISTRATION FORM

The individual must use a registration form established by the SOTS.

C.G.S. § 9-373a

PROCEDURES FOR BECOMING A WRITE-IN CANDIDATE

REGISTRATION FORM

Must Include:

✓ The candidate's name & address;
✓ The designation and term of the office sought;
✓ A statement of consent to the candidacy; and
✓ Any other information which the SOTS deems necessary.

*Note: The registration should not include a party designation.

C.G.S. § 9-373a
PROCEDURES FOR BECOMING A WRITE-IN CANDIDATE

IMPORTANT!
CANDIDATE FOR GOVERNOR OR LIEUTENANT GOVERNOR

• The registration form must include a candidate for each of those offices.
• If not, the registration is VOID.

C.G.S. § 9-373a
PROCEDURES FOR BECOMING A WRITE-IN CANDIDATE

FILING PERIOD & REGISTRATION DEADLINE

- Registrations that must be filed with the SOTS must be filed no more than 90 days before the election at which the office is to be filled and no later than 4pm on the 14th day preceding the election.
  - **Filing period:** 90 days – 4pm, 14 days before the election.
  - Failure to Meet Deadline = Registration VOID.

  *Exception* – Write-In for President:
  - **Filing Period:** January 1st of election year - 4pm, 14 days before the election.

- Registrations filed with the TC for RTMs with more than 75 members must be filed on the last business day before the election.

C.G.S. §§ 9-175, 9-244b, 9-373a
PROCEDURES FOR BECOMING A WRITE-IN CANDIDATE

IMPORTANT!

Individuals Already Nominated as Candidates Cannot also Register as Write-In Candidates

❖ No person nominated for an office by a major or minor party or by nominating petition can register as a write-in candidate for that office.

◎ Any such registration is VOID.

C.G.S. §§ 9-175, 9-244b, 9-373a

PROCEDURES FOR BECOMING A WRITE-IN CANDIDATE

PRIMARIES

No write-in spaces can appear on the ballots used at a primary.

❖ During a primary, votes may be cast and counted only for duly qualified candidates whose names appear on the ballot.

❖ Thus, individuals cannot register as write-in candidates for a primary.

C.G.S. § 9-377
PROCEDURES FOR BECOMING A WRITE-IN CANDIDATE

Pre-Election Notification to Registrars

❖ The SOTS will notify the ROVs of the names of registered write-in candidates.

❖ The TC notifies the ROVs of the names of registered write-in candidates for election to RTMs with greater than 75 members.

C.G.S. § 9-377
PROCEDURES FOR BECOMING A WRITE-IN CANDIDATE

IMPORTANT!

✧ **Not Posted at Polls:** The law does not permit the posting of the list of registered write-in candidates at the polls.

✧ However, according to SOTS, if an elector asks for the names of the registered write-in candidates, the election officials may show an exact copy of the list sent by the SOTS (and presumably, the TC) *without comment.*
PROCEDURES FOR BECOMING A WRITE-IN CANDIDATE

WRITE-IN ROW ON BALLOTS

✧ All official ballots and absentee ballots will have a write-in row at the bottom of the ballot (in elections for which individuals can register as a write-in candidate).

✧ Even if you do not have registered write-in candidates in your municipality, your general election ballots will include a write-in row.

✧ Thus, it’s very important that you alert your poll workers responsible for counting ballots of the names, if any, of the registered write-in candidates.

QUICK REVIEW

1. How do you become a write-in candidate for a state, district, or municipal office?
2. How do you become a write-in candidate for a member of a RTM with more than 75 members?
3. Who creates the registration form?
4. What must be included on the form?
5. What must an individual registering as a write-in candidate for Governor also include on the form?
6. What is the deadline for registration forms that must be filed with the SOTS?
7. Can write-in spaces appear on a primary ballot?
8. Who will notify you of the names of registered write-in candidates?
GOOD LUCK ON THE FINAL EXAM!!!!!