

Candidate Information

- As a **Candidate, it is your responsibility** to make sure you are a registered voter in the jurisdiction you are seeking election to.
- Petitions are submitted to the municipal finance officer.
- It is prudent to submit any petition to the finance officer with ample time prior to the deadline to allow you to collect additional signatures if there are not sufficient valid signatures presented on your initial petition. [SDCL 9-13-9](#) explains the number of valid signatures needed.
- Signatures of registered voters must be obtained between the date of the candidate's signed declaration of candidacy and the date of the circulator's verification. **A candidate may not notarize their own petition but you may circulate and sign your own petition** ([SDCL 12-6-8](#)).
- The declaration of candidacy at the top of the petition form must be completed prior to circulation for signatures ([SDCL 9-13-7](#)). The declaration cannot be signed prior to the first date of circulation. The name will appear on the ballot in the exact form indicated in the declaration of candidacy ([SDCL 12-16-1](#)).
- For an April 11, 2017 election, petitions may not be circulated before January 27, 2017. Petitions must be submitted no later than February 24, 2017 at 5:00 p.m.
- For a June 6, 2017 election, petitions may not be circulated or filed before March 1, 2017 and must be submitted no later than March 28, 2017 at 5:00 p.m.
- If the municipal election is combined with the school election on June 20, 2017, petition circulation begins on April 11, 2017 and the filing deadline is May 12, 2017.
- Petitions which are mailed by REGISTERED MAIL prior to 5:00 p.m. on the last day to file will be considered timely filed. Certified mail received after the deadline will **NOT** be considered timely filed.

WARNING: State law requires that each petition sheet be self-contained. This means that the petition heading, instructions to signers, signature lines and circulator's verification must all be printed on each sheet prior to circulation. The sheet may be printed on front and back. You CANNOT tape, staple or glue the front and back sides together. You CANNOT include sheets with signature lines only. If you have any questions about how to correctly prepare a petition sheet, please contact the person in charge of that election.

Circulator Requirements

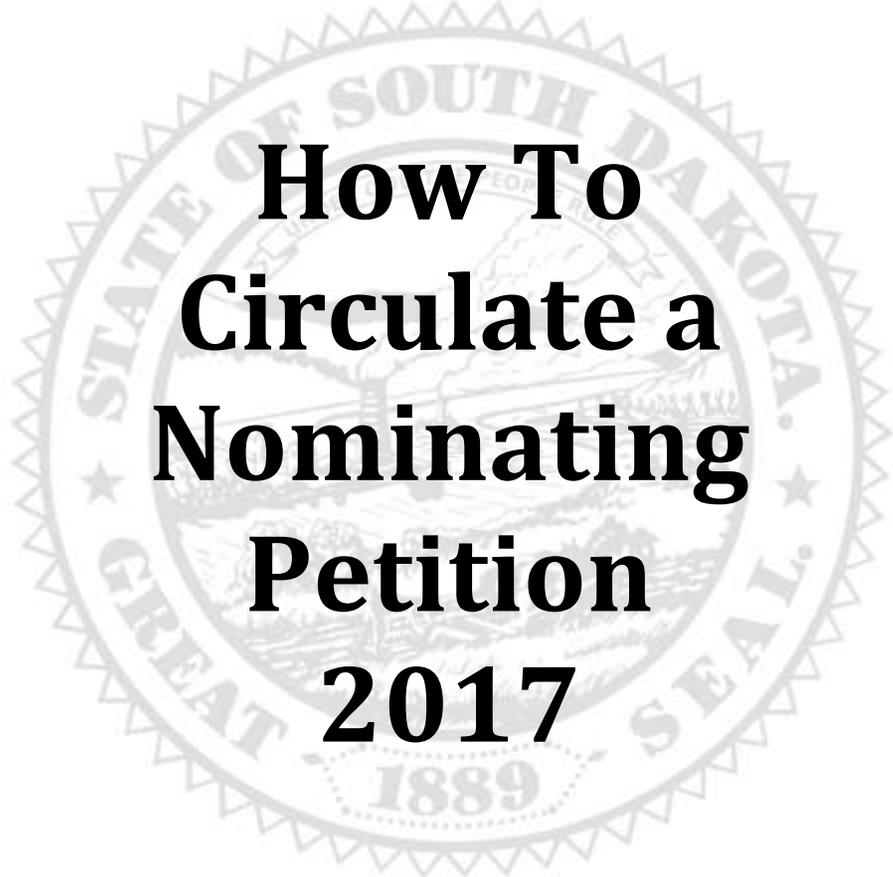
- Must be at least eighteen years of age and a resident of the state of South Dakota.
- **May be the Notary Public on the Declaration of Candidacy, a signer and the Circulator.**
- **May not be the Circulator and the Notary of the Circulator's Verification.** ([SDCL 18-1-12.2](#)).
- Must personally witness each signature on the petition being circulated. The petition's verification must be completed following circulation and must include the circulator's printed name, residence address, city, state, complete date and be signed under oath before a South Dakota notary public or other officer authorized to administer oaths.
- Cannot be employed, rewarded or compensated based on the number of registered voters who signed the petitions.
- Can be employed at an hourly wage or salary.
- Must make a reasonable inquiry of each signer to determine that each signer is a qualified voter of the state and county indicated on the signature line.
- Must state under oath that no statute regarding petition circulation was knowingly violated.
- Cannot be a registered sex offender if the petition is circulated in any place frequented by the public or door-to-door on private property. Exceptions include if the registered sex offender is in the employ of, and under immediate supervision of, another person and where the circumstances preclude any contact with children, and if a registered sex offender is circulate a nominating petition on his/her own behalf for election to any federal, state, or local office.
- The date, address, county of registration, and printed name may be added by the circulator prior to the petition being filed.
- Ditto marks may not be used.

The NOTARY PUBLIC may not be a signer and the notary of the circulator's verification ([SDCL 18-1-12.2](#)).

Signer Requirements

- Must be a registered voter, active or inactive, in the state of South Dakota in the jurisdiction for which the petition is circulated ([SDCL 9-13-9](#)).
- Must include the signer's legibly printed name.
- Signers must sign their names as they are registered to vote or as they usually sign their names.
- Signature line must show the month and day it was signed.
- May use numbers to designate the month and day.
- Abbreviations commonly used are acceptable.
- Must include the county of the signer's voter registration.
- Each signature line must show a complete residence address. This can be street and house number or rural route and box number (if a resident of a second or third class municipality, which are those with less than 5,000 population) in addition to the city or town. Zip codes are optional.
- A signer in a first class municipality may not use a PO Box. This would include all municipalities except the following which are first class municipalities: Aberdeen, Belle Fourche, Box Elder, Brandon, Brookings, Huron, Madison, Mitchell, Pierre, Rapid City, Sioux Falls, Spearfish, Sturgis, Vermillion, Watertown and Yankton.
- If the signer does not have a residence address or post office box number, a description of their residence location must be provided.
- A voter may only sign as many petitions for a particular office as there are positions to be filled.
 - Exception for 3rd Class Municipalities: [SDCL 9-13-9](#) says a petition signer is not restricted in the number of petitions they sign.

MUNICIPAL CANDIDATE

The seal of the State of South Dakota is a circular emblem with a scalloped outer edge. It features a central figure of a Native American holding a bow and arrow, with a star above. The text "STATE OF SOUTH DAKOTA" is arched across the top, and "GREAT SEAL" is arched across the bottom. The year "1889" is at the bottom center.

How To Circulate a Nominating Petition 2017

Shantel Krebs

South Dakota Secretary of State

Kea Warne, Deputy Secretary of State, Election Services

State Capitol, 500 E. Capitol Avenue, Suite 204

Pierre, SD 57501 • (605) 773-3537

www.sdsos.gov

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