

# 2022 Candidate Petition Handbook



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## Chapter 1: Introduction

This handbook explains the process for collecting signatures to qualify as a candidate by petition method. Information herein applies only to candidate petitions. It does not apply to initiative petitions.

The information contained in this publication serves only as a reference guide. To the extent that this handbook covers material beyond that contained in law or rule, the Division of Elections offers such material to candidates merely as guidelines. This publication is not a substitute for the Florida Election Code or applicable constitutional and rule provisions, the text of which controls.

The following statutes and rules should be reviewed in their entirety:

- Section [99.095](#), Florida Statutes
- Section [99.09651](#), Florida Statutes
- Section [99.097](#), Florida Statutes
- Rule [1S-2.045](#), Florida Administrative Code

*(See [Appendix E](#))*

All applicable forms and publications are publicly available on the Division of Elections' website at: [dos.myflorida.com/elections/forms-publications](https://dos.myflorida.com/elections/forms-publications).

Please direct questions to the Bureau of Election Records help desk at **850.245.6280**.

## Chapter 2: Forms

### What petition form should be used to obtain signatures from registered voters?

All candidates<sup>1</sup>, except Presidential candidates, must use **Form [DS-DE 104](#), Candidate Petition Form**.

The most current versions of [petition forms](#) are available on the Division of Elections' website.

Petitions on previous versions of Form [DS-DE 104](#) are not valid.

A separate petition is required for each candidate.

### Who is responsible for reproducing the petition form?

Candidates are responsible for reproducing the petition form.

### Can the petition form be altered?

**Form [DS-DE 104](#)** must be reproduced as is without any change to text or format with the following limited exceptions:

- **Form [DS-DE 104](#)** may be reduced or enlarged proportionally in size as a whole document. However, the form cannot be less than 3 inches by 5 inches and no larger than 8 1/2 inches by 11 inches.
- **Form [DS-DE 104](#)** may be included within a larger advertisement, provided the form is clearly defined by a solid or broken border.
- Candidates may use color highlights, circles, X's, arrows, or similar markings that draw attention to items on the form, as well as using cross-outs, line-throughs, or similar markings on items on the form that are not applicable to their candidacy.
- Candidates may translate petition forms into a minority language at their own expense. Petition forms may be two-sided with English on one side and a minority language on the other. However, the double-sided petition may be signed by only one person. If both sides of the form are completed, the Supervisor of Elections will check only the English side of the form for signature verification.

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<sup>1</sup> Municipal candidates may use a different form if provided for by city charter or ordinance.

### **Is a disclaimer required on a petition?**

No. A petition is not a political advertisement as defined in Section [106.011](#), Florida Statutes. However, if the petition is included as a part of a larger advertisement that is a political advertisement, the political advertisement will need a disclaimer. A missing disclaimer on such an advertisement does not invalidate an otherwise properly executed petition but does constitute a violation of [Chapter 106](#), Florida Statutes.

## Chapter 3: Collecting Signatures

### How many signatures are needed?

The requisite number of signatures for qualifying by petition method for specified offices in a year of apportionment such as 2022 is different than other years. See s. 99.09651, F.S., for formula for candidates for U.S. House of Representatives, State Senate, and State House of Representatives. Petition signatures for these offices may be obtained from any registered voter in Florida regardless of party affiliation or district boundaries. See s. 99.095(1)(d), F.S., for formula for candidates for county and district offices. The requisite number of signatures for these offices may be obtained from any registered voter in the respective county, regardless of district boundaries.

- United States Senator – 144,419 signatures
- Representative in Congress – 2,568 signatures
- Governor – 144,419 signatures
- Attorney General – 144,419 signatures
- Chief Financial Officer – 144,419 signatures
- Commissioner of Agriculture – 144,419 signatures
- State Senator – 1,798
- State Representative – 599
- Circuit Court Judge, State Attorney (6<sup>th</sup> and 20<sup>th</sup> Circuits) and Public Defender (20<sup>th</sup> Circuit) – (see [Appendix A](#))
- Special District Candidate – 25 signatures

**Note:** 2022 is a year of apportionment, which occurs every ten years. In election years other than a year of apportionment, the general requirement is to obtain signatures equal to 1% of the registered voters in the geographical area for the last general election, with the exception of special district candidates.

## When can a candidate start collecting signatures on petitions?

A candidate can collect signatures as soon as a completed **Form [DS-DE 9](#)**, Appointment of Campaign Treasurer and Designation of Campaign Depository, is filed with the filing officer (see [Appendix B](#)). Petitions signed prior to the date Form [DS-DE 9](#) is filed with the filing officer are **not** valid.

- **Exception:** Special district candidates are **not** required to file Form [DS-DE 9](#) if they do not collect contributions or make expenditures other than the filing fee or signature verification fee.
- **Exception:** Federal candidates do **not** file Form [DS-DE 9](#).

## How long are signed petitions valid?

Signatures for all candidates are valid only for the next general election qualifying period for that office immediately following the filing of the [DS-DE 9](#).

**Example:**

Candidate A is a 2024 State Representative candidate. The candidate may not begin collecting signatures until after the 2022 qualifying period.

**Example:**

Candidate B is a 2022 State Representative candidate. In the year of apportionment, petitions can be collected from any Florida voter regardless of district boundaries. In September 2021, a special election is called for this office with qualifying set in 2021. Candidate B wants to change to the special election. Candidate B may transfer only those petitions signed by voters within the district for the special election.

**Example:**

Candidate C is a 2022 State Representative candidate. In September of 2021, a special election is called for this office. Candidate C wants to qualify for the special election but does not want to transfer the petitions already signed to the special election. Candidate C may accomplish this by filing a new Form [DS-DE 9](#) and opening an entirely separate campaign depository for the special election. Candidate C must start anew with contributions and petition gathering for the special election while maintaining the former campaign account for the general election. Petitions for the special election must be signed by voters within the district only. Candidate C may not use the funds or petitions previously collected for the special election. Candidate C may not use the funds or petitions gathered in the special election for the subsequent general election.

**Example:**

Candidate D is a 2024 County Commission candidate. The incumbent for that office resigns to run for another office. The office will now appear on the 2022 ballot for a term to end in 2024. Candidate D may choose the following options:

1. Remain a candidate for the 2024 County Commission and keep petitions.
2. Change elections from 2024 to 2022 and transfer petitions to the 2022 election.
3. Both - Remain a 2024 candidate and retain petitions. File a separate DS-DE 9 and separate campaign account for the 2022 candidate. (See page 4 regarding petitions during the year of apportionment.)

**Where can candidates collect signatures on petitions?**

The Election Code does not govern where signatures can be collected. The candidate should check with the property owner.

**Can a candidate pay someone to collect petitions?**

Yes. Nothing in the Election Code prohibits a candidate from paying any person to collect petitions. See [Chapter 5: Fees and Undue Burden Oath](#) for information on what happens when an undue burden oath is filed.



**May a voter revoke their signature on a petition after receipt of the petition by the Supervisor of Elections?**

No authority exists for a voter who has signed a petition to revoke their signature after it has been received by the Supervisor of Elections. (See Rule [1S-2.045\(4\)\(d\)](#), *Florida Administrative Code*.)

## Chapter 4: Verifying Petitions

### Where are petitions submitted?

Signed petition forms are submitted for verification to the Supervisor of Elections in the county in which the voter is registered.

It is the responsibility of the candidate to ensure that the signed petition form is properly filed with the Supervisor of Elections of the county in which the signer is a registered voter. In the case of a misfiled petition, the filing date of the petition is the date such petition is filed with the proper county. If the Supervisor of Elections determines that the signer of a petition is not registered in their county, the supervisor shall notify the candidate that the petition has been misfiled, and shall return the petition to the candidate so that it can be refiled.

### When is the deadline for submitting petitions to the Supervisor of Elections?

No later than noon on:

- **March 28, 2022** – Circuit Court Judge, State Attorney (6<sup>th</sup> and 20<sup>th</sup> Judicial Circuits), and Public Defender (20<sup>th</sup> Judicial Circuit)
- **May 16, 2022** – U.S. Senator, Representative in Congress, Governor, Attorney General, Chief Financial Officer, Commissioner of Agriculture, State Senate, State Representative, County, School Board, and Special District

### Is this petition valid?

#### ... if the petition is signed and dated before the filing date of Form [DS-DE 9](#)?

A petition signed and dated before the filing date of Form [DS-DE 9](#) is invalid (except for federal candidates and special district candidates who have not collected contributions and whose only expense is the signature verification fee or filing fee). Form [DS-DE 9](#) is not valid until filed (received) by the qualifying officer.

#### ... if the petition is missing a required group, seat or district designation?

In the year of apportionment, any candidate for *county or district* office seeking ballot position by the petition process may obtain the required number of signatures from any registered voter in the respective county, regardless of district boundaries. (Section

99.095(2)(d), Florida Statutes) - Incorrect or lack of district designation on the petition will not invalidate the petition during year of apportionment. (*Exception – Judicial Candidate petition requirements do not change.*)

**Note: Petitions collected for elections outside of the year of apportionment for an office that requires a group, seat or district designation, must contain the designation or it is invalid.**

**. . . if a candidate changes the office that they are running for?**

In the year of apportionment, incorrect or lack of district designation on the petition will not invalidate the petition for any candidate for *county or district* office seeking ballot position by the petition process. (*Exception – Judicial Candidate petition requirements do not change.*)

**Note: For petitions collected for elections outside of the year of apportionment, if a candidate changes the office that they are running for, any previously submitted petitions are not valid for the new office. This includes changing seats, groups, or districts.**

**Example:**

Changing from County Commissioner, Seat 1 to County Commissioner, Seat 5 in the year of apportionment will not invalidate all previously verified petitions.

**Example:**

Changing from Circuit Court Judge, 17th Judicial Circuit, Group 1, to 17th Judicial Circuit, Group 5, will invalidate all previously verified petitions.

**. . . if a candidate changes election years?**

If a candidate changes from the 2022 election to the 2024 election, the petitions verified for the 2022 qualifying period will not be valid for the 2024 election.

**. . . if a candidate changes to an intervening special election?**

If a candidate changes from a regularly scheduled election to an earlier, intervening special election being held for that office, the petitions verified for the regular election that are from voters *within the county or district* are valid for the special election.

**. . . if a candidate elects not to participate in an intervening special election?**

If there is an earlier, intervening special election and the candidate decides not to participate in the special election, any petitions verified prior to the special election will remain valid for the regularly scheduled election.

**. . . if a candidate's party affiliation on the petition is not the same as the party affiliation listed on the candidate's Form [DS-DE 9](#)?**

The party affiliation listed on the petition must match the party affiliation listed on Form [DS-DE 9](#), or if NPA is listed on the petition, the [DS-DE 9](#) must indicate NPA. If they do not match, the petition is invalid.

**ATTENTION:** Recent law (s. 11 of [Chapter 2021-11, Laws of Florida](#)) requires a person seeking nomination as a candidate of a political party to be a member of that political party for the 365 days BEFORE the beginning of the applicable qualifying period. Additionally, the law requires a person seeking to qualify for office as a candidate with no party affiliation to not be a member of any political party for the 365 days BEFORE the beginning of the applicable qualifying period.

The candidate's party affiliation as indicated in their registration records is irrelevant and has no bearing on the validity of the petitions. The candidate's voter registration party affiliation does not become an issue until such time as they file qualifying documents during the qualifying period.

**Example 1 – Invalid Petition:**

Candidate A files Form [DS-DE 9](#) indicating that they are running as a Republican candidate. Their petition forms also indicate that they are running as a Republican candidate. After submitting a number of petitions for verification, Candidate A submits a new [DS-DE 9](#) indicating that they are running as a Democratic candidate. All previously verified petitions will not be eligible for qualifying as a Democratic candidate.

**Example 2 – Valid Petition:**

Candidate B files Form [DS-DE 9](#) indicating that they are running as a Republican candidate. Their petition forms also indicate that they are running as a Republican candidate. Candidate B's voter registration party affiliation is Democrat. After submitting a number of petitions for verification, Candidate B changes their voter registration party affiliation to Republican. All petitions verified prior to Candidate B's change in voter registration remain valid. (See Party Affiliation on page 10 – Attention: Recent Law.)

**Example 3 – Valid Petition:**

Candidate C circulates petitions as an NPA candidate and is registered as a voter with party affiliation. As long as Form [DS-DE 9](#) indicates that the candidate is running with no party affiliation, the petitions are valid. (See Party Affiliation on page 10 – Attention: Recent Law.)

**Example 4 – Invalid Petition:**

Candidate D files Form [DS-DE 9](#) indicating that they are running as a Republican candidate. After they have begun collecting signatures, the candidate files a new [DS-DE 9](#) changing from a Republican candidate to an NPA candidate. The petitions indicating that the candidate is a Republican candidate are no longer valid and do not count towards the total amount needed to qualify as a petition candidate. (See Party Affiliation on page 10 – Attention: Recent Law.)

**Example 5 – Valid Petition:**

Candidate E circulates petitions for a nonpartisan office but is registered as a voter with party affiliation. As long as the petition indicates that the candidate is running for a nonpartisan office, the petitions are valid.

**Example 6 – Valid Petition:**

Candidate F changes party affiliation on their voter registration record while running for a nonpartisan office. If the candidate is running for a nonpartisan office, changing their voter registration party affiliation will have no effect on previously verified petitions.

**. . . if a candidate puts their party affiliation on a petition for a nonpartisan office?**

A candidate for a nonpartisan office must check the block that indicates “Nonpartisan” on the petition when collecting petitions for a nonpartisan office. While the candidate may be a member of a party and still run in a nonpartisan race, they must collect petitions as a nonpartisan candidate and indicate this on the petition. If a nonpartisan candidate indicates that they are running as a party affiliated candidate, it will invalidate the petitions.

**Note:** If the petition indicates conflicting or incorrect information regarding the candidate’s status as a nonpartisan, no party affiliated, or party affiliated candidate, the petition is invalid.

**. . . if the petition is signed by a voter who is not registered in the geographical area represented at the time of signing or verification?**

In the year of apportionment, any candidate for *county or district* office seeking ballot position by the petition process may obtain the required number of signatures from any registered voter in the respective county, regardless of district boundaries. (Section 99.095(2)(d), Florida Statutes) - Incorrect or lack of district designation on the petition will not invalidate the petition during year of apportionment. (*Exception – Judicial Candidate petition requirements do not change.*)

If a petition is signed by a voter who is not registered in the geographical area represented, it is not valid for that county. Form [DS-DE 104](#) requires the person to attest that they are a registered voter in said “county and state” at the time a person signs the petition. Thus, at the time of signing, the person must have been a registered voter in the county. Additionally, Rule [1S-2.045](#), Florida Administrative Code, states a petition is invalid if the “petition is signed by a voter who is not a registered voter in the county, district, or other geographical area represented by the office sought unless otherwise specified in Sections [99.095](#) and [99.09651](#), Florida Statutes, at both the time of signing and verification of the petition.”

**. . . if the voter signs more than one petition for the same candidate?**

Only one candidate petition per voter per candidate may be verified as valid.

When a supervisor is confronted with a situation where the same voter signs two or more candidate petitions for the same candidate for the same office, only one petition may be validated. For example, if the first petition submitted by the voter is valid, it remains valid even if a second petition by the same voter is submitted contrary to the above statute; however, the second petition may not be validated. The supervisor must ensure that only one petition per voter per candidate is counted as valid. Under Section [104.185](#), Florida Statutes, a person who knowingly signs a candidate petition more than one time for a

candidate commits a misdemeanor of the first degree. If the supervisor believes the voter or candidate violated the above statute by the submission of more than one petition per voter per candidate, the supervisor may file an elections fraud complaint with the Division of Elections or refer the matter to the local state attorney.

A voter may sign petitions for different candidates in the same race. There is nothing in the Election Code that prohibits a voter from signing petitions for more than one candidate in the same race or election.

**. . . if the petition form is signed by an inactive voter?**

A petition signed by an inactive voter is valid as long as it meets all other requirements. A voter's active or inactive status is immaterial.

**. . . if the petition form is incomplete?**

See Rule [1S-2.045\(5\)\(f\)](#), Florida Administrative Code, for details on what information must be on the petition.

**. . . if the petition is prefilled by the candidate?**

The only entries that must be filled in by the voter are the signature and the date. Therefore, a candidate or petition gatherer is allowed to prefill all other information.

**. . . if the petition is dated after the date the candidate submits the petition to the supervisor?**

Rule [1S-2.045\(5\)\(f\)](#), Florida Administrative Code, requires that the petition form contain "the date the voter signed the petition as recorded by the voter." If the date has not occurred, or occurred after the date the supervisor receives the petition, the voter obviously could not have signed the petition on that date, and it should not be counted as valid.

**. . . if the voter with a public records exemption signs the petition?**

No special processes apply when voters with **public records exemptions** sign petition forms. Like any other voter, if the voter with a protected address wants to sign the petition, the voter may elect to place a business address or some other address. If the voter lists an address other than the legal residence where the voter is registered, the supervisor must treat the petition as if the voter had listed the address where the voter is registered.

**. . . if the petition does not have a disclaimer?**

A petition does not meet the definition of a political advertisement as defined in Section [106.011](#), Florida Statutes (as it does not expressly advocate the election of a candidate). Thus, on its own, a petition need not contain a disclaimer. However, if the petition is included as a part of a larger advertisement that does meet the definition of a political advertisement, the political advertisement would need a disclaimer. A missing disclaimer on such an advertisement does not invalidate an otherwise properly executed petition but does constitute a violation of [Chapter 106](#), Florida Statutes.

**. . . if the petition does not have the voter's original signature?**

Rule [1S-2.045\(5\)\(f\)4.](#), Florida Administrative Code, provides that the Supervisor of Elections shall not verify a signature on a petition unless it contains the voter's original signature. Thus, copies of petitions, electronic submission (such as email), or petitions with electronic signatures are not valid.

**. . . if a candidate is not registered to vote in the geographical area represented by the office sought?**

Only the voter's registration status affects the validity of the petition. The candidate's eligibility for office has no bearing on the validity of the petitions.

**. . . if the petition contains a shortened version of a political party's name in the block that asks for the name of the political party?**

If the supervisor can determine with certainty to which party the shortened version refers, the petition should be verified.

**Example:**

Form [DS-DE 9](#) indicates that the candidate is running as a Republican candidate. The petition has the acronym RPOF in the name of political party block. This would be acceptable as there is only one party commonly known as RPOF, i.e., Republican Party of Florida.



## Chapter 5: Fees and Undue Burden Oath

### What is the verification fee?

There is a fee of 10 cents per signature or the actual cost of checking such signatures, whichever is less, to be paid to the Supervisor of Elections for the cost of verifying the signature.

The fees must be paid in advance of verifying the petitions.

### Who is responsible for the verification fee?

Section [99.097\(4\)](#), Florida Statutes, provides that the Supervisor of Elections shall be paid in advance by the candidate. Thus, there are three ways to pay for the verification fees.

- The verification fee is paid with a campaign check or the campaign's petty cash.
- The candidate pays the verification fee with personal funds and reports it as an in-kind contribution or is reimbursed by the campaign.
- Someone else pays the verification fees and is reimbursed by the campaign.

Because the statute specifically states that the candidate shall pay the verification fee, ultimately, the candidate is responsible for paying the fee. If someone else pays the verification fee, it is the candidate's responsibility to ensure that the person is reimbursed by the campaign.

### What is an undue burden oath?

If a candidate cannot pay the signature verification fee without imposing an undue burden on the candidate's resources, the candidate may file an undue burden oath (see [Appendix C](#)). Candidates must file an undue burden oath with each Supervisor of Elections' office where petitions will be submitted. The undue burden oath filed in each county must be properly notarized.

If any person is paid to solicit signatures on a petition, a candidate may not subsequently file an undue burden oath.

If an undue burden oath has been filed and payment is subsequently made to any person to

solicit signatures on a petition, the oath is no longer valid and a fee for all signatures previously submitted to the Supervisor of Elections and any that are submitted thereafter shall be paid by the candidate who submitted the oath.

If a candidate receives monetary contributions, as defined in Section [106.011](#), Florida Statutes, after the candidate has filed an undue burden oath and subsequently paid a signature gatherer, the monetary contributions must first be used to reimburse the Supervisor of Elections for any signature verifications fees that were not paid because of the filing of the oath.

## Chapter 6: Certification to the Division of Elections

### Which candidate petitions must be certified to the State?

Supervisors of Elections must certify the number of verified petitions for the following offices to the Division of Elections:

- U.S. Senate
- Representative in Congress
- Governor
- Attorney General
- Chief Financial Officer
- Commissioner of Agriculture
- State Senator
- State Representative
- Circuit Court Judge
- State Attorney
- Public Defender
- Multi-county Special District

### Who determines whether the candidate's name is placed on the ballot?

After receipt of the certifications from the Supervisor of Elections, the Division of Elections will determine whether the required number of signatures has been obtained in order for the name of the candidate to be placed on the ballot and will notify the candidate and the supervisor. **(NOTE:** This certification only excuses you from paying the qualifying fee and any party assessment when seeking to qualify for this office. The certification does not excuse you from submitting other qualifying papers required by the Florida Election Code.)

## How do I confirm the number of signatures certified to the Division of Elections?

To check the number of signatures certified to the Division of Elections, search for the candidate's name on the [Candidate Tracking System](#).

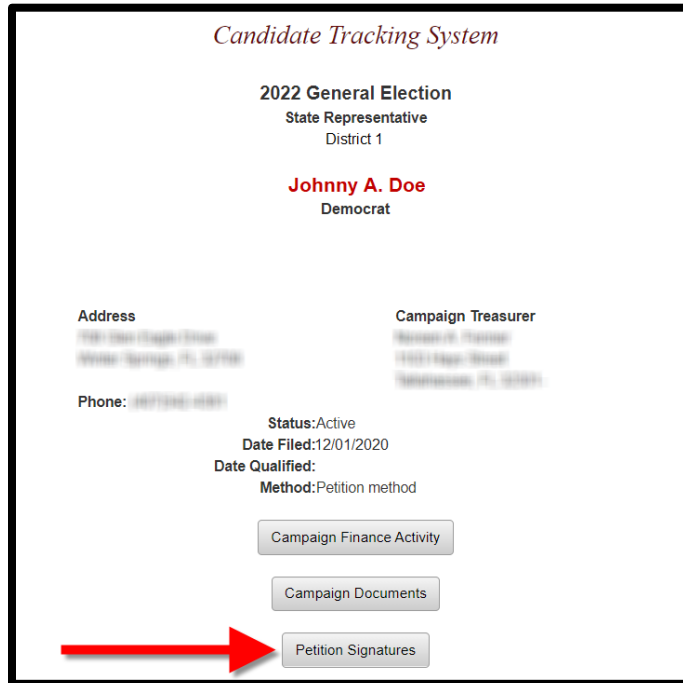
Select an **Election** and click **View List**.

Then click on the candidate's name.

**State Representative**

District	Candidate	Status	Primary	General
1	<a href="#">Doe, Johnny A.</a> (DEM)	Active		

Click **Petition Signatures** at the bottom of the screen.



The Petition Signatures button will **not** appear on a candidate's page if no petitions have been received and processed by the Supervisor of Elections.

The page will display the total required signatures, total verified, and the last date petitions were verified from a county to the Division of Elections.

The screenshot shows the 'Candidate's Petition Signatures' page for Johnny A. Doe. It features a summary table and a detailed table by county.

Total Required	Total Verified
599	800

County	Last Verified Date	Total Verified Number
Escambia	07/30/2021	200
Okaloosa	07/10/2021	600

### **What do I do if I believe the totals are incorrect?**

You will need to contact the Supervisor of Elections for the county in question.

### **What is the deadline for Supervisor of Elections to certify signatures to the Division of Elections?**

No later than 5:00 p.m. on:

- **April 18, 2022** – Circuit Court Judge, State Attorney (6<sup>th</sup> and 20<sup>th</sup> Judicial Circuits), and Public Defender (20<sup>th</sup> Judicial Circuit)
- **June 6, 2022** – U. S. Senator, Representative in Congress, Governor, Attorney General, Chief Financial Officer, Commissioner of Agriculture, State Senate, State Representative, and Multi-county Special District

Certifications received from the Supervisor of Elections after the deadline will not be accepted.

**Appendix A****2022 Petition Signatures Required for Circuit Court Judge, State Attorney (6<sup>th</sup> and 20<sup>th</sup>) and Public Defender (20<sup>th</sup>)**

<b>Judicial Circuit</b>	<b>Signatures Required</b>
1	5,868
2	2,949
3	1,198
4	9,012
5	8,990
6	11,049
7	7,512
8	2,755
9	11,055
10	5,507
11	15,643
12	6,314
13	9,344
14	2,028
15	10,203
16	570
17	12,670
18	7,876
19	4,891
20	8,993

## Appendix B: DS-DE 9 Appointment of Campaign Treasurer and Designation of Campaign Depository for Candidates

<b>APPOINTMENT OF CAMPAIGN TREASURER AND DESIGNATION OF CAMPAIGN DEPOSITORY FOR CANDIDATES</b> (Section 106.021(1), F.S.)  (PLEASE PRINT OR TYPE)	
<b>NOTE: This form must be on file with the qualifying officer before opening the campaign account.</b>	
<b>OFFICE USE ONLY</b>	
<b>1. CHECK APPROPRIATE BOX(ES):</b> <input type="checkbox"/> Initial Filing of Form      Re-filing to Change: <input type="checkbox"/> Treasurer/Deputy <input type="checkbox"/> Depository <input type="checkbox"/> Office <input type="checkbox"/> Party	
<b>2. Name of Candidate</b> (in this order: First, Middle, Last)	
<b>3. Address</b> (include post office box or street, city, state, zip code)	
<b>4. Telephone</b> (      )	<b>5. E-mail address</b>
<b>6. Office sought</b> (include district, circuit, group number)	<b>7. If a candidate for a <u>nonpartisan</u> office, check if applicable:</b> <input type="checkbox"/> My intent is to run as a Write-In candidate.
<b>8. If a candidate for a <u>partisan</u> office, check block and fill in name of party as applicable:</b> My intent is to run as a <input type="checkbox"/> Write-In <input type="checkbox"/> No Party Affiliation <input type="checkbox"/> _____ Party candidate.	
<b>9. I have appointed the following person to act as my</b> <input type="checkbox"/> Campaign Treasurer <input checked="" type="checkbox"/> Deputy Treasurer	
<b>10. Name of Treasurer or Deputy Treasurer</b>	
<b>11. Mailing Address</b>	
<b>12. Telephone</b> (      )	
<b>13. City</b>	<b>14. County</b>
<b>15. State</b>	<b>16. Zip Code</b>
<b>17. E-mail address</b>	
<b>18. I have designated the following bank as my</b> <input type="checkbox"/> Primary Depository <input type="checkbox"/> Secondary Depository	
<b>19. Name of Bank</b>	
<b>20. Address</b>	
<b>21. City</b>	<b>22. County</b>
<b>23. State</b>	<b>24. Zip Code</b>
<b>UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING FORM FOR APPOINTMENT OF CAMPAIGN TREASURER AND DESIGNATION OF CAMPAIGN DEPOSITORY AND THAT THE FACTS STATED IN IT ARE TRUE.</b>	
<b>25. Date</b>	<b>26. Signature of Candidate</b>  <div style="text-align: center; font-size: 2em; font-weight: bold;">X</div>
<b>27. Treasurer's Acceptance of Appointment</b> (fill in the blanks and check the appropriate block)	
I, _____, do hereby accept the appointment (Please Print or Type Name)	
designated above as: <input type="checkbox"/> Campaign Treasurer <input type="checkbox"/> Deputy Treasurer.	
_____ Date	_____ Signature of Campaign Treasurer or Deputy Treasurer
<div style="font-size: 2em; font-weight: bold;">X</div>	
<b>DS-DE 9 (Rev. 10/10)</b>	
<b>Rule 1S-2.0001, F.A.C.</b>	



**Appendix C: DS-DE 19A Affidavit of Undue Burden – Candidate**

**AFFIDAVIT OF UNDUE BURDEN**  
(Section 99.097(4), Florida Statutes)

**IMPORTANT:** (1) Paying signature gatherers will preclude or invalidate the filing of an undue burden oath. Section 99.097(8), Florida Statutes, provides: (a) If any person is paid to solicit signatures on a petition, an undue burden oath may not subsequently be filed in lieu of paying the fee to have signatures verified for that petition. (b) If an undue burden oath has been filed and payment is subsequently made to any person to solicit signatures on a petition, the undue burden oath is no longer valid and a fee for all signatures previously submitted to the supervisor of elections and any submitted thereafter shall be paid by the candidate, person, or organization that submitted the undue burden oath. If contributions as defined in s. 106.011 are received, any monetary contributions must first be used to reimburse the supervisor of elections for any signature verification fees that were not paid because of the filing of the undue burden oath. [Note: The second sentence in (b) applies only when payment is made to a signature gatherer after an undue burden oath had been filed.]

(2) Upon a candidate terminating the campaign, any candidate who qualified by the petition process and who has surplus funds, must first apply the surplus funds to the reimbursement of the signature verification fee (if applicable). See s. 106.141(7), Florida Statutes.

\*\*\*\*\*  
I certify under oath that I intend to qualify as a candidate for the office of \_\_\_\_\_

\_\_\_\_\_ and that I am unable to pay the fee for verification of petition signatures for that office without imposing an undue burden on my personal resources or on resources otherwise available to me.

X

\_\_\_\_\_  
Signature of Candidate

**SAMPLE**

\_\_\_\_\_  
Print Candidate's Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

( )

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

\_\_\_\_\_  
Telephone Number

STATE OF FLORIDA

COUNTY OF \_\_\_\_\_

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

Print, Type or Stamp Commissioned Name of Notary Public below:

Sworn to (or affirmed) and subscribed before me by means of

online notarization  OR physical presence

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Personally Known  OR Produced identification

Type of Identification Produced: \_\_\_\_\_

DS-DE 19A (11/2/2021)

## Appendix D: DS-DE 104 Candidate Petition Form

<b>CANDIDATE PETITION</b>			
<p><i>Notes:</i> - All information on this form becomes a public record upon receipt by the Supervisor of Elections.                      - It is a crime to knowingly sign more than one petition for a candidate. [Section 104.185, Florida Statutes]                      - If all requested information on this form is not completed, the form will not be valid as a Candidate Petition form.</p>			
<p>I, _____ the undersigned, a registered voter                      _____                      (print name as it appears on your voter information card)</p>			
<p>in said state and county, petition to have the name of _____                      placed on the Primary/General Election Ballot as a: [check/complete box, as applicable]</p>			
<p><input type="checkbox"/> Nonpartisan   <input type="checkbox"/> No party affiliation   <input type="checkbox"/> _____ Party candidate for the office of                      _____                      (insert title of office and include district, circuit, group, seat number, if applicable)</p>			
<p>Date of Birth or Voter Registration Number                      (MM/DD/YY)</p>		<p>Address</p>	
<p>City</p>	<p>County</p>	<p>State</p>	<p>Zip Code</p>
<p>Signature of Voter</p>		<p>Date Signed (MM/DD/YY)                      [to be completed by Voter]</p>	
<p>Rule 1S-2.045, F.A.C.</p>		<p>DS-DE 104 (Eff. 09/11)</p>	

## Appendix E: Legal References and Rules Cited

### Florida Statutes

- [99.095](#) Petition process in lieu of a qualifying fee and party assessment.
- [99.09651](#) Signature requirements for ballot position in year of apportionment.
- [99.097](#) Verification of signatures on petitions.
- [100.371](#) Initiatives; procedure for placement on ballot.
- [104.31](#) Political activities of state, county, and municipal officers and employees.
- [104.185](#) Petitions; knowingly signing more than once; signing another person's name or a fictitious name.
- [106.011](#) Definitions.
- [106.15](#) Certain acts prohibited.

### Florida Election Code

- [Chapters 97 – 106, Florida Statutes](#)

### Florida Administrative Code

- [Rule 1S-2.045](#) Candidate Petition Process

### Forms

- [DS-DE 9](#) Appointment of Campaign Treasurer and Designation of Campaign Depository for Candidates
- [DS-DE 19A](#) Affidavit of Undue Burden - Candidate
- [DS-DE 104](#) Candidate Petition Form

### Candidate Tracking System – Division of Elections

- [dos.elections.myflorida.com/candidates](https://dos.elections.myflorida.com/candidates)