

CANDIDATE PACKET

(Judicial Candidates Only)

Main Office*

240 South Military Trail
West Palm Beach, FL 33415

**In 2024 we are moving to 4301 Cherry
Road, West Palm Beach, FL 33409*

Candidate Services:

Amber Sacks

Candidate Coordinator



**APPOINTMENT OF CAMPAIGN TREASURER
AND DESIGNATION OF CAMPAIGN
DEPOSITORY FOR CANDIDATES**

(Section 106.021(1), F.S.)

(PLEASE PRINT OR TYPE)

NOTE: This form must be on file with the filing officer before opening the campaign account.

OFFICE USE ONLY

1. CHECK APPROPRIATE BOX(ES):

Initial Filing of Form Re-filing to Change: Treasurer/Deputy Depository Office Party

2. Name of Candidate (in this order: First, Middle, Last):
(Please Print or Type Name)

3. Address (include PO Box or Street, City, State, Zip Code):

4. Telephone:

()

5. Candidate's Voter Registration #:

(not required for qualifying purposes)

6. Email Address:

7. Office Sought (include district, circuit, group, or seat #):

8. If a candidate for a nonpartisan office, check the box if applicable:

I intend to run as a Write-In Candidate.

9. If a candidate for partisan office, check the box and fill in the name of the party as applicable: I intend to run as a

Write-In Candidate. No Party Affiliation Candidate. _____ Party candidate.

10. I have appointed the following person to act as my: Campaign Treasurer Deputy Treasurer

11. Name of Treasurer or Deputy Treasurer:

12. Telephone:

()

13. Email Address:

14. Mailing Address:

15. City:

16. State:

17. Zip Code:

18. I have designated the following bank as my (check appropriate box): Primary Depository Secondary Depository

19. Name of Bank:

20. Address:

21. City:

22. County:

23. State:

24. Zip Code:

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING FORM FOR THE APPOINTMENT OF THE CAMPAIGN TREASURER AND DESIGNATION OF THE CAMPAIGN DEPOSITORY AND THAT THE FACTS STATED IN IT ARE TRUE.

25. Date:

26. Signature of Candidate:

X

27. Treasurer's Acceptance of Appointment (fill in the blanks and check the appropriate box)

I, _____ do hereby accept the appointment designated above as:
(Please Print or Type Name)

Campaign Treasurer.

Deputy Treasurer.

28. Date:

29. Signature of Campaign Treasurer or Deputy Treasurer

X

**STATEMENT OF
CANDIDATE**

(Section 106.023, F.S.)

(Please print or type)

OFFICE USE ONLY

I, _____ ,
candidate for the office of _____ ;
have been provided access to read and understand the requirements of
Chapter 106, Florida Statutes.

X

Signature of Candidate

Date

Each candidate must file a statement with the qualifying officer within 10 days after the Appointment of Campaign Treasurer and Designation of Campaign Depository is filed. Willful failure to file this form is a first degree misdemeanor and a civil violation of the Campaign Financing Act which may result in a fine of up to \$1,000, (ss. 106.19(1)(c), 106.265(1), Florida Statutes).

**STATEMENT OF
CANDIDATE
FOR JUDICIAL OFFICE**

(Section 105.031(5), F.S.)

(Please Type)

OFFICE USE ONLY

I, _____

a judicial candidate, have received, read, and understand the requirements of the Florida Code of Judicial Conduct.

(Signature of candidate)

(Date)

Each candidate for judicial office, including an incumbent judge, shall file a statement with the qualifying officer, within 10 days after filing the Appointment of Campaign Treasurer and Designation of Campaign Depository.



NOTICE OF PUBLICATIONS & RESPONSIBILITIES

As a candidate in Palm Beach County, the Supervisor of Elections office is notifying you of the publications that are available on the Division of Elections website for use during your campaign. The Division of Elections website is: ***dos.myflorida.com/elections***

Division of Elections > Forms & Publications > Publications

- Candidate and Campaign Treasurer Handbook
- Candidate Petition Handbook
- Compilation of Election Laws
- Constitution of Florida
- Election Dates and Activities

I acknowledge that I have read and received written notice of the publications.

Name of Candidate

Signature of Candidate

Office Seeking

Date

Deputy's Initials

Release of Liability

The materials and information contained on the above website are for general informational purposes only and are under the exclusive control of the Florida Division of Elections. The Palm Beach County Supervisor of Elections is not responsible for the content therein. You should not rely solely upon the materials or information on the website, but rather you should apprise yourself of all applicable laws and rules when making any legal decisions.

Wendy Sartory Link Palm Beach County Supervisor of Elections



GUIDELINES FOR CANDIDATE BIOGRAPHICAL INFORMATION

It is the desire of the Supervisor of Elections to make available as much information as possible to the voting public. Therefore, VotePalmBeach.gov can be used to provide certain candidate information to the public.

Information provided by the candidate is optional. Because this is a service provided by the Supervisor of Elections, the Supervisor reserves the right to edit the content or not release the information provided by the candidate. Information will not be posted to the website until the Supervisor of Elections receives this form signed.

The following information may be included in the candidate's posting for public view. The information must be factual, and the candidate may include a link to their website.

Subjective comments, political platforms/opinions, and attacks on entities/persons will **not** be accepted.

Personal Information ... tell us about your family, hobbies, special interests.

Education Background ... include any information related to your education from high school through college and graduate level, if applicable.

Professional Background ... list jobs you have held, or organizations in which you have held membership.

Community Activities/Involvement ... list service organizations in which you have held membership, or other community involvement.

Photo of Candidate ... upload a photograph of yourself. No pictures will be posted if family members, pets, place of employment or recreation, props, etc. are included. The candidate standing/sitting beside or in front of Flag(s) of the United States and/or the State of Florida are acceptable.

Candidates Name _____

Office Sought _____

Candidates Signature _____ Date _____

By signing this document, I certify that I have read the above criteria to be used for posting information about my candidacy to VotePalmBeach.gov and agree to abide by the guidelines. I understand that the Supervisor of Elections has the right to edit all information submitted.

Wendy Sartory Link Palm Beach County Supervisor of Elections



Judicial Resources

The Code of Judicial Conduct for the State of Florida is available on the Florida Supreme Court website.

- www.floridasupremecourt.org
- Click on 'Opinions'
- On the right side of the page, click on:
 - Code of Judicial Conduct
 - Understanding Canon 7
 - Judicial Elections



2024 Reporting Schedule for Candidates and Committees
 who file with the **PALM BEACH COUNTY SUPERVISOR OF ELECTIONS**
 F.S. 106.07(1)(b)(c)

REPORT CODE	PERIOD COVERED	DUE DATE
2023 – Q4	10/01/2023 – 12/31/2023	01/10/2024
2024 – Q1	01/01/2024 – 03/31/2024	04/10/2024
2024 – P1	04/01/2024 – 06/14/2024	06/21/2024
2024 – P2	06/15/2024 – 06/28/2024	07/05/2024
2024 – P3	06/29/2024 – 07/12/2024	07/19/2024
2024 – P4	07/13/2024 – 07/19/2024	07/26/2024
2024 – P5	07/20/2024 – 07/26/2024	08/02/2024
2024 – P6	07/27/2024 – 08/02/2024	08/09/2024
2024 – P7	08/03/2024 – 08/15/2024	08/16/2024
2024 – G1	08/16/2024 – 08/30/2024	09/06/2024
2024 – G2	08/31/2024 – 09/13/2024	09/20/2024
2024 – G3	09/14/2024 – 09/27/2024	10/04/2024
2024 – G4	09/28/2024 – 10/04/2024	10/11/2024
2024 – G5	10/05/2024 – 10/11/2024	10/18/2024
2024 – G6	10/12/2024 – 10/18/2024	10/25/2024
2024 – G7	10/19/2024 – 10/31/2024	11/01/2024
TERMINATION REPORTS		
2024 – TRJ	04/01/2024 – 07/25/2024	07/25/2024
2024 – TRQ	04/01/2024 – 09/12/2024	09/12/2024
2024 – TRP	08/16/2024 – 11/18/2024	11/18/2024
2024 – TRG	11/01/2024 – 02/03/2025	02/03/2025

Revised: 02/08/2024



Calculation of Fine for Late Campaign Treasurer's Report

DE Reference Guide 0013 (eff. 09/2018)

These guidelines are for reference only. They are not to be construed as legal advice or representation. For any particular set of facts or circumstances, refer to the applicable state, federal law, and case law, and/or consult a private attorney before drawing any legal conclusions or relying upon this information.

WHAT IS A FILING OFFICER'S DUTIES REGARDING FINES?

- Notify immediately, as applicable, the candidate, chair of the political committee, the electioneering communication organization, or chair of the political party executive committee that the candidate, committee or organization has failed to file a campaign finance report by the applicable due date and that a fine is being assessed for each late day. (See Sections 106.07(8)(b), 106.0703(7)(b), and 106.29(3)(b), F.S.)
- Determine the late fine amount and notify the applicable person or entity.
 - The fine is due to the filing officer within 20 days after receipt of the notice of payment, unless an appeal is made to the Florida Elections Commission.
- Has no authority to waive the fine regardless of the reason – only the Florida Elections Commission has that authority.
- Must report to the Florida Elections Commission any repeated late filings, the failure to file a report after notice, and a failure to pay the fine.

HOW IS THE TYPE OF REPORT, ENTITY, AND "FINE RATE" DETERMINED?

- **Candidate, political committee (PC), or electioneering communication organization (ECO)** (Sections 106.07 and 106.0703, F.S.)
 - Reports due immediately preceding an election: \$500 for each day late.
 - Termination reports: \$50 for each day late (Only candidates file "termination" reports. PCs and ECOs file their final activity in the next regularly scheduled report after the PC/ECO notice of termination is filed with the filing officer).
 - All other reports: \$50 for the first 3 days, \$500 each day thereafter.
- **State executive committees and affiliated party committees** (Section 106.29, F.S.)
 - Reports due immediately preceding a special election or general election: \$10,000 for each day late.
 - All other reports: \$1,000 for each day late.
- **County Executive Committees** (Section 106.29, F.S.)
 - Reports due immediately preceding a special election or general election: \$500 for each day late.
 - All other reports: \$50 for each date late.

HOW IS THE NUMBER OF "LATE" DAYS CALCULATED? (SEE [DE 91-07](#) AND EXAMPLES ON NEXT 2 PAGES)

- The first late day **begins** on the day after the campaign treasurer's report is due.
- The number of days late includes **weekends and holidays**.
- The last late day **ends** on (and includes) the earliest of the date:
 - The filing officer receives the report
 - The report is postmarked
 - A certificate shows mailed
 - An established courier company's receipt shows received, or
 - An electronic filing system shows received.

HOW IS THE FINE CALCULATED?

- **STEP 1:** Calculate the fine based upon the Daily Method, i.e.,
 - Multiply the number of days late by the appropriate “fine rate” (as specified on prior page).
- **STEP 2:** Calculate the fine based upon the Percentage Method, i.e.,
 - Review expenditures and contributions in the report in question.
 - Multiple the **greater** of the two by 25% (i.e., by .25).
Note: The percentage method is not used for late-filed reports that are due immediately preceding a special election or general election for political parties or affiliated party committees (section 106.29, F.S.)
- **STEP 3:** Compare the fine amounts calculated using the Daily Method versus the Percentage Method.
- **STEP 4:** The amount of the fine will be the **lesser** of the two calculated amounts.

EXAMPLES

- **#1 – Fine for Candidate – Report not due immediately preceding an election and not a termination report**
 - Report was 4 days late
 - Expenditures = \$10,000; Contributions = \$20,000
 - Calculation of fine using daily method – 3 days x \$50 per day + 1 day at \$500 per day = \$650
 - Calculation of fine using percentage method - \$20,000 x 25% = \$5000
 - Fine to be imposed = \$650
- **#2 – Fine for Candidate, Political Committee, or Electioneering Communication Organization - Report due immediately preceding an election**
 - Report was 5 days late
 - Expenditures = \$40,000; Contributions = \$0
 - Calculation of fine using daily method – 5 days x \$500 per day = \$2,500
 - Calculation of fine using percentage method - \$40,000 x 25% = \$10,000
 - Fine to be imposed = \$2,500
- **#3 – Fine for Candidate - Termination report**
 - Report was 5 days late
 - Expenditures = \$10,000
 - Calculation of fine using daily method – 5 days x \$50 per day = \$250
 - Calculation of fine using percentage method - \$10,000 x 25% = \$2,500
 - Fine to be imposed = \$250
- **#4 - Fine for County Executive Committee of a Political Party – Report not due immediately preceding a special election or general election**
 - Report was 2 days late
 - Expenditures = \$10,000; Contributions = \$12,000
 - Calculation of fine using daily method – 2 days x \$50 per day = \$100
 - Calculation of fine using percentage method - \$12,000 x 25% = \$3,000
 - Fine to be imposed = \$100

Note: If this County Executive Committee report was due immediately preceding a special election or a general election, the percentage method is not applied; therefore, the fine rate would be calculated based solely on the daily method of \$500 per day. The calculation using the daily method would be 2 days x \$500 per day = \$1000. Thus, the fine to be imposed in this example if the report was due immediately preceding a special election or a general election would be \$1000.

• #5 – Fine for Political Committee or Electioneering Communication Organization – Report not due immediately preceding an election

- Report was 10 days late
- Expenditures = \$10,000; Contributions = \$12,000
- Calculation of fine using daily method – 3 days x \$50 per day + 7 days x \$500 per day = \$3,650
- Calculation of fine using percentage method - \$12,000 x 25% = \$3,000
- Fine to be imposed = \$3,000



Guidelines for Determining When Residency Qualifications for Elected Office Must be Met

DE Reference Guide 0008 (Updated 01/2024)

These guidelines are for reference only. They are not to be construed as legal advice or representation. For any particular set of facts or circumstances, refer to the applicable state, federal law, and case law, and/or consult a private attorney before drawing any legal conclusions or relying upon this information.

RESIDENCY REQUIREMENTS – GENERAL OVERVIEW

- **In general.** Unless otherwise provided for constitutionally, legislatively or judicially, any residency requirement for an elected office must be met at the time of assuming office.
- **Oath.** State law requires that all candidates at the time of qualifying subscribe to an oath ([s. 99.021, F.S.](#)) that they are qualified electors of their county. In order to be a qualified elector, one must be a resident of Florida and the county wherein he or she registers to vote. The oath also provides that the candidate is qualified for the office being sought. However, this oath is considered prospective in nature – it becomes effective at the time of assuming office or at time of election, as applicable, unless otherwise provided for constitutionally, legislatively or judicially.¹
- **Continuous residency.** Failure to maintain the residency throughout the term may result in vacancy in office. See generally [s. 3, Art. X, Fla. Const.](#) and [s. 114.01\(1\)\(g\), F.S.](#)²

RESIDENCY REQUIREMENTS – SPECIFIC OFFICES

The following represent residency requirements for candidates and elected officials.

➤ CITY COMMISSIONER

- **At the time of assuming office, unless provided otherwise by city charter or ordinance.**³

➤ CONGRESSIONAL MEMBERS (U.S. SENATORS AND U.S. REPRESENTATIVES)

- Must be an inhabitant of the state when elected. (ss. 2 & 3, Art.1., [U.S. Constitution](#))
- States have no authority to add residency requirements to federal offices.
- Questions about residency relating to a U.S. Senator or U.S. Representative should be directed to the respective Congressional chamber which has *exclusive* jurisdiction over the qualifications including the residency of its membership. See s. 5, Art. I., [U.S. Constitution](#).
- Addresses: [Clerk of U.S. House of Representatives](#), U.S. Capitol, Room H154, Washington, DC 20515–6601; phone: (202) 225–7000; [Secretary of the Senate](#), United States Senate, Washington, D.C. 20510; phone: (202) 224-3121.

➤ COUNTY COMMISSIONER

- **At the time of election.**
- See *State v. Grassi*, 532 So.2d 1055 (Fla. 1988); [s. 1\(e\), Art. VIII, Fla. Const.](#); [DE 90-30](#), [DE 92-10](#), [DE 94-04](#); & [AGO 74-293](#).

¹ See *Davis v. Crawford*, 116 So. 41 (Fla. 1928); *State v. Haskell*, 72 So. 651 (Fla. 1916)

² In absence of a statute, constitutional provision, or municipal ordinance that establishes a residency requirement, failure to establish or maintain residency alone does not trigger a vacancy in office. See AGO 75-113; AGO 88-11 (exception for redistricting)

³ See DE 94-04; DE 92-10; *Nichols v. State*, 177 So.2d 467 (Fla. 1965) & *Marina v. Leahy*, 578 So.2d 382 (Fla. 3rd DCA 1991)(re: reasonable durational residency requirements).

- **CONSTITUTIONAL COUNTY OFFICERS (E.G., CLERK OF COURT, SUPERVISOR OF ELECTIONS, PROPERTY TAX APPRAISER, SHERIFF⁴, ETC.)**
 - **At the time of assuming office.**⁵
 - By analogy, see *Advisory Opinion to Governor*, 192 So.2d 757 (Fla. 1966); [DE 92-10](#), & [DE 94-04](#)
- **GOVERNOR, LIEUTENANT GOVERNOR, AND CABINET MEMBERS**
 - **At the time of election.**
 - Must be resident of State for preceding seven years. See [s. 5, Art. IV, Fla. Const.](#)
- **JUDGES**
 - **At the time of assuming office.**
 - By analogy, see *Advisory Opinion to Governor*, 192 So.2d 757 (Fla. 1966); [DE 94-04](#), & [DE 78-31](#); [s. 8, Art. V, Fla. Const.](#) (eligibility of justice/judge must be elector of state and reside in territorial jurisdiction of court).
- **LEGISLATORS (STATE SENATORS AND REPRESENTATIVES)**
 - **At the time of election.**
 - A legislator assumes office on Election Day (*Ruiz v. Farias*, 43 So. 3d. 124, 127 (Fla. 3DCA 2010)).
 - A legislator must be a resident of the district ‘from which elected’ and be a resident in state for two years prior to election. See [s. 15, Art. III, Fla. Const.](#) (terms and qualifications, including residency).
 - Further questions about residency should be directed to the respective Florida legislative chamber which has *exclusive* jurisdiction over the qualifications of its members. See Joint Rule 7.1 of the [Senate](#)⁶ and [House](#)⁷ publications, which addresses residency for its respective membership.
- **SCHOOL BOARD MEMBER**
 - **At the time of assuming office.**
 - See ss. [1001.34](#) (membership) & [1001.361](#)⁸(election), F.S.
- **SCHOOL SUPERINTENDENT**
 - **At the time of assuming office.**
 - See DE 94-04; s. 1001.463, F.S. (vacancy - failure to maintain residency); [s. 5, Art. IX, Fla. Const.](#) (4-yr term); [s. 1001.46, F.S.](#) (elected/term); [s. 1001.461, F.S.](#) (appointed/term).
- **WRITE-IN CANDIDATE**
 - **Refer to particular office listed above.**

RESIDENCY QUESTIONS

Any questions regarding residency requirements for officials *not* expressly stated in the Florida Election Code should be addressed to the Florida Attorney General’s Office.

Sources: Division of Elections’ Advisory opinions (<https://dos.fl.gov/elections/laws-rules/advisory-opinions/>); Attorney General Opinions (<https://www.myfloridalegal.com/ag-opinions>); Florida laws, U.S. and Florida constitutions, case law.

⁴ For Sheriff residency, see [DE 18-11](#) (No residency requirements exist for a county sheriff other than those required by being a qualified elector, *i.e.*, being a legal resident of Florida and of the county in which the sheriff is registered to vote.)

⁵ No minimum residency requirements exist in Florida Constitution but some county charters may mandate durational residency.

⁶ https://www.flsenate.gov/UserContent/Publications/SenateRules/2022-2024_Rules.pdf

⁷ <https://www.myfloridahouse.gov/Sections/Documents/loaddoc.aspx?PublicationType=Reference&Committeeld=&Session=2024&DocumentType=The+Rules+Of+The+House+of+Representatives&FileName=2022-2024+House+Rules+-+Edition+1.pdf>

⁸ See chapter 2023-101, Laws of Florida – changed residency requirement from time of qualifying to time of assuming office



Checklist - Candidate Petition Validation/Signature Verification

DE Election Administration Checklist Series – 0002 (Updated 1/2018)

(SECTION [99.097](#), FLA. STAT. AND [RULE 1S-2.045](#), FLA. ADMIN. CODE)

*These procedural checklists are for optional use by election offices only. Election offices are advised to consult with applicable state, federal and case law and governing rules. **Any discrepancy** or conflict between the information provided here and rules and laws is not intended and should be resolved in favor of the rules and laws.*

I. A signature may not be verified on a candidate petition form unless all of the following exist on the form:

- The voter's¹ name. **Note:** If the name is not substantially the same as the name in the statewide voter registration system, the petition may still be validated if all other requirements for the petition are met after comparing the signatures on the form, and the supervisor of Elections determines that the petition signer is the registered voter. Section [99.097\(3\)\(a\)](#), Fla. Stat., and Rule [1S-2.045\(5\)\(g\)](#), Fla. Admin. Code.
- The voter's address (including city and county). **Note:** A missing zip code will not invalidate a petition. The address may be a business or PO Box address. The address need not be the same address on the voter's registration record. If a voter lists an address other than the registration address, the supervisor shall process the petition as if the voter had listed the voter's registration address. See s. [99.097\(3\)\(c\)](#), Fla. Stat. and Rule [1S-2.045\(5\)\(h\)](#), Fla. Admin. Code.
- The voter's date of birth or voter registration number. **Note:** The date of birth must include the month, day, and year and match the date of birth on the voter's registration record.
- The voter's original, ink signature. **Note:** The only entries that must be completed by the voter are the signature and the date. An electronic signature is not valid. See Rule [1S-2.045\(5\)\(f\)4.](#), Florida Administrative Code, A candidate or petition gathered may prefill all other information.
- The date (month, day, and year) the voter signed the petition. **Note:** The voter must date the petition. A petition dated after the date the candidate submitted the petition to the supervisor is invalid.
- The group, seat or district designation for the office is listed if the candidate is running for an office that requires a group, seat or district designation. (**Note:** In a year of apportionment, a district # is not required.)

II. Other requirements before petition can be validated as verified²:

- The candidate petition form submitted is the most current adopted Form [DS-DE 104](#) with exact wording and format. **Note:** Exceptions to this requirement, the form: (1) Was reduced or enlarged proportionally in size; (2) Has acceptable color highlights, circles, X's, arrows, or similar markings that draw attention to items on the form, as well as cross-outs, line-throughs, or similar markings for items that do not apply to the candidate's candidacy; (3) Is translated into a minority language (but the format and blank entries must be the same as the adopted form.) Form [DS-DE 104](#) may be a two-sided form if one side is in a minority language. If both sides are completed, the supervisor may only verify the signature on the English side.
- At both the time of signing and verifying the petition, the signer, based on the address on record, was a registered voter in the county, district, or other geographical area represented by the office being sought.³

¹ A voter's inactive status does not affect the validity of an otherwise valid and verifiable petition.

² See Rule [1S-2.045\(5\)\(i\)](#) for examples of items that will make a candidate petition invalid.

³ In a year of apportionment: (1) For any federal, state senate, or state representative candidate, the signatures may be obtained from any registered voter in Florida regardless of district boundaries; and (2) Any candidate for county or district office may obtain signatures from any registered voter in the county regardless of district boundaries. The next year of apportionment for congressional and state legislative candidates will be 2022. See sections [99.095\(2\)](#) and [99.09651](#), F.S.

- The voter signed the petition on or after the date the candidate filed Form [DS-DE 9](#) (appointment of campaign treasurer and designation of depository). The only exceptions are if the candidate is: (1) a federal candidate; or (2) a special district candidate who has 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) and deemed complete by the qualifying officer. The form is not effective upon mailing. See Rule [1S-2.045\(5\)\(f\)5](#), Fla. Admin. Code
- The party affiliation listed on the petition matches the party affiliation listed on Form [DS-DE 9](#) or if No Party Affiliation (NPA) is listed on the petition, the Form [DS-DE 9](#) must indicate NPA. **Note:** The candidate's party affiliation as indicated in his/her registration records 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 he/she files qualifying documents during the qualifying period.
- The voter has not previously signed a candidate petition form (for the same candidate for the same office in the same election) that has been already verified as valid.⁴ An invalid one does not invalidate a previously validated one.
- The form was submitted before noon of the 28th day before the first day of qualifying for the office sought to the Supervisor of Elections of the county in which the signee is a registered voter.

⁴ See section [104.185](#), Fla. Stat., a person who knowingly signs a candidate petition more than one time for a candidate commits a 1st degree misdemeanor.

CANDIDATE PETITION

Notes: - 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.

I, _____ the undersigned, a registered voter
(print name as it appears on your voter information card)

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]

Nonpartisan No party affiliation _____ Party candidate for the office of

(insert title of office and include district, circuit, group, seat number, if applicable)

Date of Birth or Voter Registration Number
(MM/DD/YY)

Address

City

County

State

Zip Code

Signature of Voter

Date Signed (MM/DD/YY)
[to be completed by Voter]

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(6), 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		Print Candidate's Name	
Address		City	
		()	
State	Zip	Telephone Number	

State of Florida
County of _____

Sworn to (or affirmed) and subscribed before me this _____ **day of** _____, **20** _____
by _____.

Personally Known: _____ or

Produced Identification: _____

Type of Identification Produced:

Signature of Notary Public – State of Florida
 Print, Type or Stamp Commissioned Name of
 Notary Public

**CANDIDATE OATH
JUDICIAL OFFICE**

Check box **only** if you are seeking to qualify as a write-in candidate:

Write-in candidate

OFFICE USE ONLY

Candidate Oath

Name to appear on ballot: _____

Check box if two last names without hyphen. (Name cannot be changed after qualifying.)

Check box if name includes nickname. (For use of a nickname, you must complete the Nickname Affidavit on reverse side.)

I swear or affirm that I am a candidate for the judicial office of _____, _____, _____,
(Office) (District #)
_____, _____; my legal residence is _____ County, Florida;
(Circuit #) (Group or Seat #)

I am a qualified elector of the state and of the territorial jurisdiction of the court to which I seek election; I am qualified under the constitution and laws of Florida to hold the judicial office to which I desire to be elected or in which I desire to be retained; I have qualified for no other public office in the state, the term of which office or any part thereof runs concurrent to the office I seek; I have resigned from any office which I am required to resign pursuant to s. 99.012, Florida Statutes; and I will support the Constitution of the United States and the Constitution of the State of Florida.

Section 876.05, Florida Statutes (only applicable if elected and when term of office begins): I am a citizen of the State of Florida and of the United States of America, and being employed by or an officer of the court system and a recipient of public funds as such employee or officer, do hereby solemnly swear or affirm that I will support the Constitution of the United States and of the State of Florida.

Statement of Outstanding Fines, Fees, or Penalties

I owe outstanding fines, fees, or penalties, that cumulatively exceed \$250, for ethics or campaign finance violations (s. 105.031(4) F.S.).

YES, I Do _____ NO, I Do Not _____

If you do, you must also specify the amount owed and each entity that levied the same on the reverse side.

X ()
Signature of Candidate Telephone Number Email Address

Address of Legal Residence City State ZIP Code

STATE OF FLORIDA

COUNTY OF _____

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: _____

Signature of Notary Public

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

Phonetic Spelling of Name

Phonetic spelling for the audio ballot (not required for qualifying purposes): Print the name phonetically on the line below as you wish it to be pronounced on the audio ballot as may be used by persons with disabilities (see instructions on page 3 of this form):

Statement of Outstanding Fines, Fees or Penalties

Pursuant to Section 99.021(1)(d), F.S., each candidate, whether a party candidate, a candidate with no party affiliation, or a write-in candidate, shall, at the time of subscribing to the oath or affirmation, state in writing whether he or she owes any outstanding fines, fees, or penalties that cumulatively exceed \$250 for any violations of s. 8, Art. II of the State Constitution, the Code of Ethics for Public Officers and Employees under part III of chapter 112, any local ethics ordinance governing standards of conduct and disclosure requirements, or chapter 106.

<i>Amount</i>	<i>Entity</i>

Affidavit of Nickname (Only required if using nickname for the ballot.)

My legal name is _____. I am over the age of eighteen (18) and the contents of this affidavit are true and correct.

My nickname is _____. I am generally known by this nickname or have used it as part of my legal name. I have not created the nickname to mislead voters. My nickname does not imply I am some other person, constitute a political slogan or otherwise associate me with a cause or issue, or that is obscene or profane.

Signature of Candidate: _____

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: _____

DO NOT SUBMIT THIS PAGE TO THE FILING OFFICER

Guide for Designating Phonetic Spelling of Candidate's Name for Audio Ballot

1. Use the tables below.
2. Use upper case for "stressed" syllables. Use lowercase for "unstressed" syllables.
3. Use dashes (-) to separate syllables.
4. Add any notes such as rhyming examples, silent letters, etc.

Vowels			
Stressed Vowel Sounds		Unstressed Vowel Sounds	
EE	(FEET) feet	uh	(SO-fuh) sofa (FING-guhr) finger
I	(FIT) fit		
E	(BED) bed		
A	(KAT) cat (KAD) cad		
AH	(FAH-thur) father (PAHR) par		
AH	(HAHT) hot (TAH-dee) toddy		
UH	(FUHJ) fudge (FLUHD) flood		
UH	(CHUHRCH) church		
AW	(FAWN) fawn	Certain Vowel Sounds with R	
U	(FUL) full	AHR	(PAHR) par
OO	(FOOD) food	ER	(PER) pair
OU	(FOUND) found	IR	(PIR) peer
O	(FO) foe	OR	(POR) pour
EI	(FEIT) fight	OOR	(POOR) poor
AI	(FAIT) fate	UHR	(PUHR) purr
OI	(FOIL) foil		
YOO	(FYOOR-ee-uhs) furious		

Consonants			
B	(BED) bed	R	(RED) red
D	(DET) debt	S	(SET) set
F	(FED) fed	T	(TEN) ten
G	(GET) get	V	(VET) vet
H	(HED) head	Y	(YET) yet
HW	(WHICH) which	W	(WICH) witch
J	(JUHG) jug	CH	(CHUCRCH) church
K	(KAD) cad	SH	(SHEEP) sheep
L	(LAIM) lame	TS	(ITS) its (PITS-feeld) Pittsfield
M	(MAT) mat	TH	(THEI) thigh
N	(NET) net	TH	(THEI) thy
NG	(SING-uhr) singer	ZH	(A-zuhr) azure (VI-zuhhn) vision
P	(PET) pet	Z	(GOODZ) goods(HUH-buhz-tuhn) Hubbardston

Examples of Phonetically Spelled Names	
NAME ON BALLOT	PRONOUNCED AS
Mishaud	mee-SHO ('d' is silent)
Jahn	HAHN (rhyme: fawn)
Beauprez	boo-PRAI (rhyme: hooray)
Maniscalco	man-uh-SKAL-ko
Tangipahoa	TAN-ji-pah-HO-uh
Monte	Mahn-TAI
Tanya	TAWN-yuh (not TAN)

DO NOT SUBMIT THIS PAGE TO THE FILING OFFICER



Resign-to-Run Law

DE Reference Guide 0016 (Updated 08/17/2023)

These guidelines are for reference only. They are not to be construed as legal advice or representation. For any particular set of facts or circumstances, refer to the applicable state, federal law, and case law, and/or consult a private attorney before drawing any legal conclusions or relying upon this information.

RESIGN-TO-RUN LAW – GENERAL OVERVIEW

• Governing law¹

- An “officer” may not qualify as a candidate for another state, district, county, or municipal public office if the terms or any part of the terms would overlap with each other if the person were to be elected and did not resign from the office the person presently holds.
- An officer who qualifies for federal public office must resign from his or her presently-held office if the terms, or any part, thereof, would overlap with each other. (See below “What is “qualify” and “Exceptions to the resign-to-run law”)

• Who is an “officer”?

An “officer” is any elected or appointed person who has the authority to exercise the sovereign powers pertaining to an office recognized under the State Constitution or state laws. With respect to a municipality, an “officer” means a person, whether elected or appointed, who has the authority to exercise municipal power as provided by the State Constitution, state laws, or municipal charter. (s. 99.012(1), F.S.)² “Officers” include, but are not limited to: mayors, city and county commissioners, state legislators, supervisors of elections, sheriffs, property appraisers, judges, school board members, superintendents of school, state attorneys and public defenders, municipal fire chiefs, medical examiners, and elected hospital board and airport authority members.

• What is “qualify”?³

“Qualify” means to fulfill the requirements set forth in s. 99.061(7)(a) or s. 105.031(5)(a). Candidates for President and Vice President are not required to fulfill such requirements and therefore do not “qualify” for purposes of the resign-to-run law.

• Exceptions to the resign-to-run law⁴

- Political party offices.
- Persons serving without salary on an appointed board or authority.
- Persons holding federal office.
- An elected officer running for federal office if the term of office presently held is scheduled to expire and be filled by election in the same primary and general election period as the federal office the officer is seeking.
- Persons running for President and Vice President of the United States

• Resignation process⁵

- In writing at least 10 days prior to the first day of qualifying for the office the officer seeks.
 - For elected district, county, or municipal officers, submit:
 - To the officer before whom he or she qualified for the office he or she holds,

¹ s. 99.012, F.S. (2023)

² See also *State ex rel. Holloway v. Sheats*, 83 So. 508, 509 (Fla. 1919). And see *State ex rel. Clyatt v. Hocker*, 22 So. 721 (Fla. 1897)(an “officer” is someone who exercises sovereign power, in part or wholly, either in making, executing or administering the laws and who derives his or her position from a duly and legally authorized election or appointment, whose duties are continuous in nature and defined by law, not contract.)

³ s. 99.012(1), F.S.

⁴ ss. 99.012(7), F.S.

⁵ ss. 99.012(3) - (5), F.S.

- Copy to the Governor and the Department of State.
- *For appointed district, county, or municipal officers, submit:*
 - To the officer or authority which appointed him or her to the office he or she holds
 - Copy to the Governor and the Department of State.
- *For all other officers, submit:*
 - To the Governor
 - Copy to the Department of State.⁶

Contact Information	
Address for Governor's office	Address for Department of State
Governor Ron DeSantis The Capitol 400 S. Monroe St. Tallahassee, FL 32399-0001 Email: Ron.DeSantis@eog.myflorida.com Fax: (850) 921-0733	Donna Brown Chief, Bureau of Election Records Department of State R.A. Gray Building, Room 316, 500 S. Bronough Street Tallahassee, Florida 32399-0250 Email: ElecRecords@dos.myflorida.com Fax: 850-245-6259 or -6260

- **What is the effective date of the resignation?**⁷

The resignation must take effect no later than the earlier of the following dates:

- The date the officer would take office, if elected; or
- The date the officer's successor is required to take office.

- **Is the resignation irrevocable?**⁸

Yes. Once submitted, the resignation is irrevocable.

- **What is an automatic resignation?**⁹

An automatic irrevocable resignation occurs when an officer who qualifies for **federal** public office fails to submit a resignation pursuant to the resign-to-run law. The automatic resignation from the office he or she presently holds is effective immediately. The Department of State is then required to send a notice of the automatic resignation to the Governor. In the case of a district, county or municipal officer, a copy also is sent to the officer before the person qualified if officer held an elective office or the office or authority who appointed the officer.

FREQUENTLY ASKED QUESTIONS – RESIGN-TO-RUN LAW:

- **If someone is a school board member and will not seek re-election at the next general election but intends to qualify to run for state representative, will the person have to submit a resignation under the resign-to-run law?**

- Yes. Section [100.041](#), F.S., reflects that the two-year term of office for a state representative begins upon election and the four-year term of office for a school board member begins on the second Tuesday following the general election. Therefore, if elected as a state representative, the term as a school board member, would not expire until two weeks after taking office as a state representative. This two-week overlap requires

⁶ ss. [99.012](#)(3)(e) and (4)(e), F.S.

⁷ s. [99.012](#)(3)(d) and (4)(d), F.S.

⁸ s. [99.012](#)(3)(b) and (4)(b), F.S.

⁹ s. [99.012](#)(4)(f), F.S.

the school board member to submit a resignation under the resign-to-run law at least 10 days prior to qualifying as a candidate as a state representative.

- **What can an officer do if he or she missed the deadline for submitting the resignation 10 days prior to the beginning of the qualifying period for a state, county, district, or municipal office?**
 - If the officer still wishes to run for office, the officer may submit a resignation to take effect immediately or to take effect on a date prior to qualifying for office. In this situation, the officer qualifies as a non-officeholder and the resign-to-run law does not apply. (s. [99.012\(3\)\(g\)](#), F.S.) Note: If the officer is a candidate for **federal** office, the failure to satisfy the 10-day deadline operates as an automatic, immediate and irrevocable resignation from office. (s. [99.012\(4\)\(f\)1.](#), F.S.)

- **Does the resign-to-run law apply to subordinate officers, deputy sheriffs, or police officers?**
 - Generally, no, but the law will apply in a limited situation. A subordinate officer, deputy sheriff, or police officer is exempt from the resign-to-run law unless the person is seeking to qualify for a public office which is currently held by "an officer who has authority to appoint, employ, promote or otherwise supervise that person and who has qualified as a candidate for reelection to that office." If the subordinate officer, deputy sheriff, or police officer must resign, the resignation must be effective upon qualifying for the office, not the later times specified above for an officer.
 - So, a deputy sheriff wishing to run for sheriff against an incumbent sheriff would have to resign, but if the incumbent sheriff is not seeking reelection, the deputy sheriff would not have to resign. Also, if a deputy sheriff wishes to run for a non-sheriff office (for example, state representative or city council), he or she would not have to resign under the resign-to-run law.
 - If a subordinate officer, deputy sheriff, or police officer must resign under this provision, he or she may not take an unpaid leave of absence instead of resigning.
 - Subordinate officers would include, among others: assistant public defenders, assistant state attorneys, and deputy supervisors of elections. (s. [99.012\(4\)](#), F.S; visit the Division of Elections' [Advisory Opinions webpage for relevant resign to run](#) opinions DE 08-04, 07-08, 99-01, 17-02, 17-03, 17-04, 18-07, 18-08)

- **Does a city's Chief of Police have to resign to run for another public office?**
 - It depends. The exemption mentioned in the answer to the question immediately above applies to a police officer. A chief of police is a police officer; therefore, the chief of police need only resign to run for public office if the chief is seeking to qualify for a public office which is currently held by "an officer who has authority to appoint, employ, promote or otherwise supervise that person and who has qualified as a candidate for reelection to that office." For example, a city's chief of police would not have to resign to run for county sheriff unless the sheriff has the authority to appoint, employ, promote or otherwise supervise the chief of police and the incumbent sheriff has also qualified as a candidate for reelection. In the typical county-city relationship, the sheriff does not have the authority to appoint, employ, promote or otherwise supervise a city's chief of police. However, for example, if a city mayor has the authority to hire and fire the chief of police, the chief of police could not run for city mayor without resigning as chief of police if the incumbent mayor is seeking re-election. (s. [99.012\(5\)](#), F.S.)

- **What happens if an officer does not comply with the resign-to-run law?**
 - A filing officer performs a ministerial duty in reviewing qualifying documents such that if a candidate files an oath stating that he or she has resigned from office, the filing office cannot look beyond the contents of the oath to determine if it is accurate. (s. [99.061\(7\)\(c\)](#), F. S.)
 - It takes a court order to determine if a person did not comply with the resign-to-run law, and to deem the person not qualified as a candidate or be removed from the ballot. (s. [99.012\(6\)](#), F.S.)

- Notwithstanding the above, an officer who qualifies for **federal** public office who fails to submit a resignation pursuant to the resign-to-run law will result in an automatic irrevocable resignation, effective immediately, from the office he or she presently holds. (s. 99.012(4)(f)1. F.S.) The Department of State is required to notify the Governor and the appropriate qualifying officer or appointing authority of the automatic resignation. (s. 99.012(4)(f)2., F.S.)

- **How are district officers treated under the resign-to-run law versus the dual office- holding constitutional provision?**

- The Attorney General has opined that district offices are not within the purview of the dual office-holding provisions of the Constitution. However, district offices, by express statutory provision, are subject to the provisions of the resign-to-run law. For example, an elected state or county officer can be appointed also to a district office. However, if the state or county officer later seeks reelection to the state or county office while occupying the district office, he or she would have to submit a resignation under the resign-to-run law from the district office before qualifying and running for reelection if the terms of office overlap, unless the district office consists of being a member on an appointed board or authority and the county or state officer receives no salary for being on the board or authority.

- **How does the resign-to-run law relate to the federal Hatch Act?**

- The state resign-to-run law is entirely separate from the federal Hatch Act. (5 U.S.C. §§ 1501- 1508)
- The federal Hatch Act applies to executive branch state and local employees who are principally employed in connection with programs financed in whole or in part by loans or grants made by the United States or a federal agency. The Act prohibits a state, county, or municipal employee from being a candidate for public office in a partisan election if the employee’s salary is completely funded with federal dollars. It is only when the covered employee’s entire salary is paid from federal funds that the employee would have to resign under the Hatch Act before becoming a candidate for partisan office. See 5 U.S.C. § 1502 (Hatch Act Modernization Act of 2012 (eff. 1.27.2013).
 - Governors, Lieutenant Governors, mayors, elected executive department heads, and elected officers are specifically exempt from the Hatch Act prohibition against being a candidate for public office.
 - A partisan election means one in which any candidate will be listed on the ballot as a party candidate.
- An employee’s conduct is also subject to state and local laws and the regulations of the employing agency. An employee should consult with his or her supervisor, personnel office, or the agency’s general counsel.

- **Who to contact for questions or requests for advisory opinions on Hatch Act or Resign-to-Run law:**

HATCH Act	Resign-to Run Law
Hatch Act Unit U.S. Office of Special Counsel 1730 M Street, N.W., Suite 218 Washington, D.C. 20036-4505 Tel: (800) 85-HATCH; (800) 854-2824;(202) 804-7002; Email: hatchact@osc.gov Website: https://osc.gov/Services/Pages/HatchAct-Federal.aspx	Office of General Counsel Florida Department of State R.A. Gray Building 500 S. Bronough Street Tallahassee, Florida 32399-0250 Telephone: (850) 245-6536 Email: DOS.GeneralCounsel@DOS.MyFlorida.com



March 8, 2024

**Department of Planning,
Zoning & Building**

2300 North Jog Road
West Palm Beach, FL 33411-2741
(561) 233-5000

Planning Division 233-5300
Zoning Division 233-5200
Building Division 233-5100
Code Enforcement 233-5500
Contractors Certification 233-5525
Administration Office 233-5005
Executive Office 233-5228
www.pbcgov.com/pzb



**Palm Beach County
Board of County
Commissioners**

Maria Sachs, Mayor

Maria G. Marino, Vice Mayor

Gregg K. Weiss

Michael A. Barnett

Marci Woodward

Sara Baxter

Mack Bernard

County Administrator

Verdenia C. Baker

"An Equal Opportunity
Affirmative Action Employer"

Re: Campaign Sign Regulations

Dear Political Candidate:

Congratulations on your endeavor to hold public office.

It is quite an experience to participate in the election process firsthand; and I would like to take a moment from your busy schedule to provide you with information regarding sign regulations as reflected in Palm Beach County's Unified Land Development Code (ULDC), specifically, Article 8.B.2.

This information is designed to assist you and your supporters in adhering to established regulations regarding the placement of campaign signs in unincorporated Palm Beach County.

Article 8.B.2. of the ULDC provides that political campaign signs do not require a permit and are exempt from County sign regulations provided they meet the following requirements:

- A. Signs located on residential parcels five acres or less in size shall not exceed eight square feet of sign face area and eight feet in height.
- B. Signs located on any non-residential parcel and residential parcels greater than five acres in size shall not exceed 32 square feet of sign face area and ten feet in height.

All campaign signs must be removed within ten (10) days after the election date. Campaigns signs are not allowed in public rights-of-way and must not be placed in a manner that obstructs motorist's vision. Code Enforcement staff as well as other designated Palm Beach County staff will remove and may dispose of any signs that are in public rights-of-way.

We appreciate your cooperation in this matter. If you or your Campaign Manager have any questions regarding campaign sign regulations, please do not hesitate to contact our office at (561) 233-5500.

Sincerely,

Michele D. Pagan, Director
Code Enforcement Division



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

November 8, 2023

Notice to candidates for election to offices in the State of Florida

The Department of Transportation's Office of Right of Way would like to remind you of State Law regarding political campaign signs:

- (1) Signs placed on the state rights of way — Political campaign signs may not be placed in the right of way of any state or national highway [Chapter 479.11(8), Florida Statutes]. A joint effort by the Florida Department of Transportation and the Florida Highway Patrol produced a brochure explaining that the unauthorized use of the public right of way is prohibited by Florida law. This brochure further outlines how the right of way is regulated and how to recognize the location of the right of way line. The brochure is available on our website, <http://www.fdot.gov/rightofway/>. Please feel free to print and copy the brochure for distribution. We recommend campaigns make this brochure required reading for volunteers who post candidate signage.
- (2) Signs placed on private property — Temporary political campaign signs may be placed on private property with the permission of the owner. Such signs do not require a permit under state law.

Please advise your campaign workers to ensure that signs are placed on private property. Signs placed on the state rights of way must be picked up by Department staff and placed in one of the Department's maintenance yards. We will make every effort to place a courtesy call to your campaign office advising of sign removal and the location of the maintenance yard where the signs have been stored.

If you have any questions regarding this issue, please contact the Department's Outdoor Advertising Office in Tallahassee at (850) 414-4569.

Sincerely,

A handwritten signature in blue ink, appearing to read "Scott Foltz", is written over a light blue horizontal line.

Scott Foltz, Director
Office of Right of Way