

SPECIAL DISTRICT CANDIDATES

Candidates may pre-qualify beginning 10:00 a.m., Monday, June 4, 2018

**Official Candidate-Qualifying Period:
NOON, Monday, June 18, 2018 through NOON, Friday, June 22, 2018**

Thoroughly review the information contained in this handout regarding the filing of candidate-qualifying forms and filing deadlines for Special District candidates. A candidate must review all STEPS to ensure that he or she files all required forms and timely completes the candidate-qualifying process! IF YOU ARE:

Pre-Qualifying Period means: The time-period, 14-days prior to the Official Candidate-Qualifying Period, during which a candidate can submit ALL required candidate-qualifying forms and pay the required candidate filing fee. Often referred to as “early qualifying”.

Official Candidate-Qualifying Period means: The official time-period provided by Florida Law for candidates to submit ALL required candidate-qualifying forms and pay the required candidate filing fee.

Before May 21, 2018: Go to **STEPS 1 and 2**. **Step 1** is not required if the candidate does not use the candidate-petition method.

Between May 21 and June 4, 2018: Go to **Step 2**.

On or after June 4, 2018: Go to **Step 3**.

STEP 1:

Candidate Petition Process in Lieu of Paying Filing Fee Deadline to Submit Signatures is Noon, Monday, May 21, 2018

Candidate-petition signatures **are not** required, however, a Special District candidate who intends to utilize the candidate-petition method in lieu of paying the \$25 filing fee must:

1. **Submit initial forms in STEP 2 with candidate petition signatures;**
2. Utilize **Form DSDE 104 (Eff. 09/11)** Candidate Petition Form to obtain signatures (signatures may only be on this Form);
3. Must include the area, seat or district number on each Form DSDE 104 submitted for validation and certification.
4. Obtain the valid signatures of 25 registered electors in the geographical area represented by the office sought;
5. Submit candidate-petition signatures to the Lee County Supervisor of Elections for validation and certification;
6. Submit candidate-petition signatures **BEFORE NOON, May 21, 2018:**
7. Pay, to the Supervisor of Elections, the signature verification fee of 10 cents per signature submitted;
8. The signature verification fee may be paid from personal funds;
9. A candidate who obtains the required number of signatures will not be required to pay the \$25 filing fee;
10. **YOU ARE NOT FINISHED—you must file additional candidate-qualifying forms BETWEEN Monday, June 4, 2018 and Noon, Friday, June 22, 2018!**

**WHAT IF I MISS THE MAY 21, 2018 DEADLINE
TO SUBMIT CANDIDATE PETITIONS?
CAN I STILL FILE?**

YES! GO TO STEP 2

STEP 2:

**Prior to Monday, June 4, 2018,
a candidate may only file the following forms:**

1. Candidate Campaign File Cover Sheet;
2. Affidavit of Intent for Special District Candidate;
3. Form DSDE 9 Appointment of Campaign Treasurer (**only required** for those candidates who intend to actively campaign—Form DSDE 9 can be filed later in the campaign, once a candidate decides that he or she will actively campaign) Any Special District candidate who intends to accept contributions or make expenditures in connection with his/her campaign (this includes personal funds with the exception of signature verification fees or the candidate filing fee) will be required to appoint a campaign treasurer, designate a campaign depository, and file periodic campaign treasurer's reports with the Lee County Supervisor of Elections pursuant to Florida Statutes 106.021 and 106.07;
4. Form DSDE 84 Statement of Candidate (only required for those candidates who file Form DSDE 9 and is filed 10 days after filing Form DSDE 9 Appointment of Campaign Treasurer); if Form DSDE 9 Appointment of Campaign Treasurer is not filed, Form DSDE 84 is not required;
5. **YOU ARE NOT FINISHED—you must file additional candidate-qualifying forms BETWEEN Monday, June 4, 2018 and Noon, Friday, June 22, 2018!**

STEP 3:

For Step 1 and Step 2 Candidates OR New Filers

Step 1 and Step 2 candidates may file the remainder of required candidate-qualifying forms on or after Monday, June 4, 2018.

NEW FILERS, on or after Monday, June 4, 2018 may file as indicated below:

1. Candidate Campaign File Cover Sheet;
2. Affidavit of Intent for Special District Candidate;
3. Form DSDE 9 Appointment of Campaign Treasurer (**only required** for those candidates who intend to actively campaign—Form DSDE 9 can be filed later in the campaign, once a candidate decides that he or she will actively campaign) Any Special District candidate who intends to accept contributions or make expenditures in connection with his/her campaign (this includes personal funds with the exception of signature verification fees or the candidate filing fee) will be required to appoint a campaign treasurer, designate a campaign depository, and file periodic campaign treasurer's reports with the Lee County Supervisor of Elections pursuant to Florida Statutes 106.021 and 106.07;
4. Form DSDE 84 Statement of Candidate (only required for those candidates who file Form DSDE 9 and is filed 10 days after filing Form DSDE 9 Appointment of Campaign Treasurer); if Form DSDE 9 Appointment of Campaign Treasurer is not filed, Form DSDE 84 is not required;
5. Form 1 Statement of Financial Interest for 2017 (must be properly completed, dated and signed);
6. Form DSDE 302NP Candidate Oath Non-Partisan Office (must be properly executed);
 Form DSDE 302NP (modified) Candidate Oath for Lee Memorial Health System Non-Partisan Office (must be properly executed);
7. Signed and dated Canvassing Board Meetings and Logic and Accuracy Testing Schedules for the Primary and General Elections;
8. Candidates who utilized the candidate-petition process and obtained the required number of candidate-petition signatures prior to May 21, 2018 will not be required to pay the \$25 filing fee in #9;
9. **OR** pay a \$25 filing fee (the filing fee for a Special District can be paid with personal funds such as personal check, money order, or cash);
10. If paying \$25 filing fee by check or money order, make payable to Lee County Elections Office;
11. **All forms and fees (if any) must be submitted prior to NOON, Friday, June 22, 2018!**

DEADLINE TO FILE IS NOON, FRIDAY, JUNE 22, 2018!