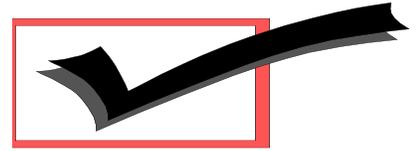


# BALLOT ACCESS CHECKLIST FOR 2017 MUNICIPAL CANDIDATES



Each of the following forms must be completed and filed on time by candidates for municipal office in order for the candidate's name to be placed on the ballot at the **February 21, 2017 Spring Primary** and the **April 4, 2017 Spring Election**.

**In the City of Milwaukee, the filing officer is the City of Milwaukee Election Commission.**

Complete and submit a ***Campaign Registration Statement (Form ETHCF-1)*** to the filing officer no later than **5:00 p.m. on Tuesday, January 3, 2017**.

- ***New candidates*** should file a Campaign Registration Statement as soon as intent to seek elective office is known and before funds are collected or spent. Wis. Stat. §§ 11.0202(1)(a), 11.0202(2)(a).
- ***Continuing candidates*** should file an amended Campaign Registration Statement indicating the office sought and the 2017 primary and election dates. Wis. Stat §§ 11.0202 (1)(a), 11.0202 (2)(a)
- ***All candidates*** should file a Campaign Registration Statement or amended statement **before** circulating nomination papers. A current form must be filed with the filing officer no later than **Tuesday, January 3, 2017**, or the candidate's name will not be placed on the ballot. Wis. Stat. § 8.10(5), 8.30(2).

**Circulate and submit *Nomination Paper for Nonpartisan Office (Form EL-169)*** to the City of Milwaukee Election Commission. Original nomination papers (no photocopies, faxes, or emailed documents) must be received by the City of Milwaukee Election Commission no later than **5:00 p.m. on Tuesday, January 3, 2017**, or the candidate's name will not be placed on the ballot. Nomination papers may not be circulated before December 1, 2016. Wis. Stat. §§ 8.10(2) Wis. Admin. Code GAB § 6.04(2).

Note: All candidates should file a ***Campaign Registration Statement (Form EL-1)*** or amended statement **before** circulating nomination papers.

The number of signatures required on nomination papers are as follows:

School Board Seats	400 – 800
Citywide Offices	1,500 – 3,000

**Complete and submit a *Declaration of Candidacy (Form EL-162)*** to the City of Milwaukee Election Commission no later than **5:00 p.m. on Tuesday, January 3, 2017**. **This form must be filed no later than January 3, 2017, or the candidate's name will not be placed on the ballot.** If the form is faxed or emailed, the original document must follow, postmarked no later than January 3, 2017. Wis. Stat. §§ 8.10(5), 8.21, 8.30(4) Wis. Admin. Code GAB § 6.04.

\*A person declaring candidacy must be a resident of the city of Milwaukee for **28 days as of** the date they are filing the Declaration.

\*A person elected must reside within the specific school board district by the date they take their oath, which is Monday, April 24, 2017.

## **Municipal Judge Candidates**

Complete and submit a ***Statement of Economic Interests (SEI)*** to the Wisconsin Ethics Commission. The SEI must be received in the Wisconsin Ethics Commission office no later than **4:30 p.m. on Friday, January 6, 2017** or the candidate's name will not appear on the ballot. Wis. Stat §§ 8.10(5), 8.30(3), 19.43(4). Faxed forms are acceptable. Before December 1, 2016, the Wisconsin Ethics Commission will mail *Statement of Economic Interests* forms to each incumbent whose office is up for election. Any time after December 1, 2016, a candidate may print the *Statement of Economic Interests* form and instructions from the website <http://www.gab.wi.gov/>