

COMPLETING AND FILING A NOMINATION PAPER

ELIGIBILITY

Candidate eligibility flows from eligibility as an elector. A person may file a Nomination Paper only if he or she is an eligible elector. To be eligible to be a candidate or to vote in a school council election, as of Polling Day a candidate or an elector must:

- be a Canadian citizen; and
- be at least 18 years old, and
- live in the attendance area for at least three months, and/or be a parent of a child attending a school in the attendance area.
- Catholic School Councils have additional eligibility requirements (see the letter from the Bishop)

COMPLETING THE NOMINATION FORM

A sample of a Nomination Paper is attached to help you complete your Nomination Paper to ensure that it is accepted by the Returning Officer when you file. You should read these instructions before you fill in the Nomination Paper (see below).

INSTRUCTIONS

1. Print full name – last, middle and first name.
2. Print the name to be used on the ballot; the name you use in the community.
3. Print your address.
4. Print your mailing address (if different).
5. Include your contact information for use by the Returning Officer. The Returning Officer will discuss with you how you wish any calls received from electors to be relayed to you.
6. Fill in your name, sign and date to confirm your eligibility and your consent to be nominated as a candidate.
7. For Returning Officer use. The time your nomination package is received will be recorded to confirm it is within prescribed deadlines. It will also note if a Statement of Ineligibility is filed and, after review, confirm your approval as a candidate.

ELECTOR DECLARATIONS FOR CANDIDATE NOMINATION

We, the undersigned, as qualified electors in the attendance area of _____, hereby nominate, as a candidate at the election of members of a School Council for the attendance area mentioned here above.:

(Name of Candidate)

#	Name of Nominating Elector	Address	Signature
1			
2			
3			
4			

Note: Nominations require a minimum of three signatures from qualified electors. A witness to all the signatures on the submitted page is required; a person being nominated as a candidate may be a witness. If required, a separate page would be used for additional witnesses.

DECLARATIONS OF WITNESS

I, _____, declare that I witnessed the signing of this nomination form by the electors noted above:

(signature of witness to elector signatures)

(address)

DECLARATION OF PERSON ADMINISTERING THE OATH

Declared before me, _____

(Print name of person administering the oath)

_____ Place of Oath	_____ Signature of Returning Officer / Justice of Peace / Notary Public / Peace Officer	_____ Date
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INSTRUCTIONS (Cont'd)

8. Print name of candidate.
9. Print the name and address of elector making a nomination. Electors must meet qualified to vote to nominate a candidate. Electors to sign.
10. If you, as candidate, were present when your Nomination Paper was signed by the nominating electors, you are the witness to their signatures. You must sign the declaration in the presence of the Returning Officer at the time of filing. Or in the presence of another authorized person (Notary Public, Justice of the Peace, or Peace Officer).

If you were not present, the person who witnessed the signatures must sign in this section in the presence of one of the authorized persons named.
11. This section to be completed and signed by the authorized person (Returning Officer, Notary Public, Justice of the Peace, or Peace Officer) who takes the declaration of the witness.