

STATE OF WEST VIRGINIA
Candidate's Certificate of Announcement for 2022 Elections
(W. Va. Code §3 5 7)

THIS FORM MUST BE COMPLETE IN ORDER TO BE ACCEPTED. READ INSTRUCTIONS CAREFULLY.

(1) **Date of Election:**

Primary - May 10, 2022 General - November 8, 2022 Unexpired Term

(2) **Name of Office Sought:** _____

(3) **District/Division:** _____

(4) **Candidate's Legal Name:** _____
(First, middle and last name)

(5) **Candidate's Name to Appear on Ballot:** _____
(Limited to 25 characters)

(6) **I am a Resident and Legally Qualified Voter of the County of:** _____

(6)(a) **Magisterial District** (County Commission and Board of Education candidates): _____

(6)(b) **Magisterial or Executive Committee District** (County Executive Committee Candidates): _____

(7) **Current Legal Residence Address at the Time of Filing:** _____
(Do not enter a P.O. Box)

(8) **Mailing Address:** _____
(If different from residence address above)

Daytime Phone (for public use) Email Address (for public use)

Campaign Phone (for public use) Campaign Website

Campaign Committee Name (if applicable)

(9) **For Partisan Elections only:**
I am a Member of and Affiliated with the Following Political Party: _____. By filling out this space, I hereby certify and attest that I am a member of and affiliated with this political party as evidenced by my current voter's registration, and I have not been registered as a member of another political party within sixty (60) days of this date, pursuant to W. Va. Code §3-5-7(d)(6).

(10) **For Executive Committee Candidates Only, Enter Gender:** _____

I swear and affirm that I am a candidate for this office in good faith, that I am eligible and qualified to hold this office and that the information provided on this form is true.

Candidate's Signature (Must be notarized) Date

(Notary Public Use Only)

State of _____, County of _____

Subscribed and sworn to before me this _____

day of _____, 20_____.



Signature of Notary Public or official authorized to give oaths

Instructions for completing Candidate's Certificate of Announcement

Any candidate who seeks nomination or election to an office to be filled by election in any primary or general election within the state shall file a complete certificate of announcement, under oath, and pay the required fee with the proper filing officer and within the required time.
[W. Va. Code §3-5-7]

- (1) Check the box beside the date of the election on which the candidate seeks to appear on the ballot.
- (2) Enter name of the office sought.
- (3) Enter the district from which the office sought is elected.
 - Candidates must enter a district if seeking any of the following offices: U.S. House of Representatives, State Senate, House of Delegates, Conservation District Supervisor, or Greater Huntington Park & Recreation District.
 - Candidates must enter a district (if applicable) and division number if seeking any of the following judicial offices: Justice of the Supreme Court, Circuit Court Judge, Family Court Judge, and Magistrate.
- (4) Enter the full legal name of the candidate; this must include first, middle and last name.
- (5) Enter the exact name the candidate desires to appear on the ballot, subject to limitations prescribed in W. Va. Code §3-5-13 and WV CSR §153-14. (Use no more than 25 characters)
- (6) Enter the county of which the candidate is a resident and legally qualified voter.
 - (6) (a) County Commission and Board of Education candidates must enter the magisterial district in which they reside at the time of filing.
 - (6) (b) County executive committee candidates must enter the magisterial or executive committee district in which they reside at the time of filing.
- (7) Enter the house number, street number, city, state and zip code of the address at which the candidate legally resides at the time of filing. Do not enter a P.O. Box.
- (8) Enter the candidate's mailing address, if different than residence address.
- (9) **For Partisan Elections only:** The name of the candidate's political party, as registered. The candidate must not have been registered as a voter affiliated with any other political party for a period of sixty (60) days before the date of the filing announcement. (Board of Education, Conservation District Supervisor, and judicial candidates should not list political affiliation)
- (10) Executive committee candidates must enter their gender,

IMPORTANT REMINDER

YOU ARE SWEARING TO THE TRUTH OF THE INFORMATION PROVIDED AND YOUR SIGNATURE MUST BE NOTARIZED

OTHER IMPORTANT REMINDERS

- ▶ Pay the appropriate filing fee in the appropriate office.
- ▶ **File your certificate of announcement within the filing period.** Filings received before January 10, 2022 will be returned. Filings for all offices must be received by the correct filing officer or postmarked by the U.S. Postal Service no later than midnight, January 29, 2022.
- ▶ **Do not file for more than one office.** If you file for more than one office and do not withdraw from all but one before the close of the filing period, you will not be placed on the ballot for any office.
- ▶ **Your position on the ballot will be decided by RANDOM DRAWING at 9:00 A.M. FEBRUARY 22, 2022.** Each county clerk in the state will begin a drawing for ballot positions for all offices at this time. You or your representative may attend.

THIS IS YOUR NOTICE OF THE BALLOT DRAWING

- ▶ **If you decide to withdraw, you must do so by filing an application by the deadline.** The law sets February 15, 2022 (third Tuesday following the close of candidate filing) as the last day for your withdrawal to be **received** by the filing officer to remove your name from the primary election ballot.
- ▶ **File your personal financial disclosure form with the West Virginia Ethics Commission within 10 days after you file your certificate of announcement.** You may download this form at ethics.wv.gov or request it by calling the Ethics Commission at 304-558-0664. Candidates for federal offices are not required to file.

FILING FEES* BY OFFICE

FILES WITH SECRETARY OF STATE:		FILES WITH COUNTY CLERK:	
U.S. House of Representatives	\$1,740.00	County Clerk	1% of the annual salary and based on county classification. Contact the County Clerk office for filing fee.
State Senate	\$200.00	County Commission/Council Circuit Clerk	
House of Delegates	\$100.00	Board of Education	
State Executive Committee (except Senate District 17 files with Kanawha County Clerk)	\$20.00	Conservation District Supervisor	\$10.00
Greater Huntington Park & Recreation District	\$10.00	District Executive Committee (Congressional, Senatorial, Delegate)	\$5.00
		County Executive Committee	\$10.00

* Filing fees are based on figures available at time this form was published.