

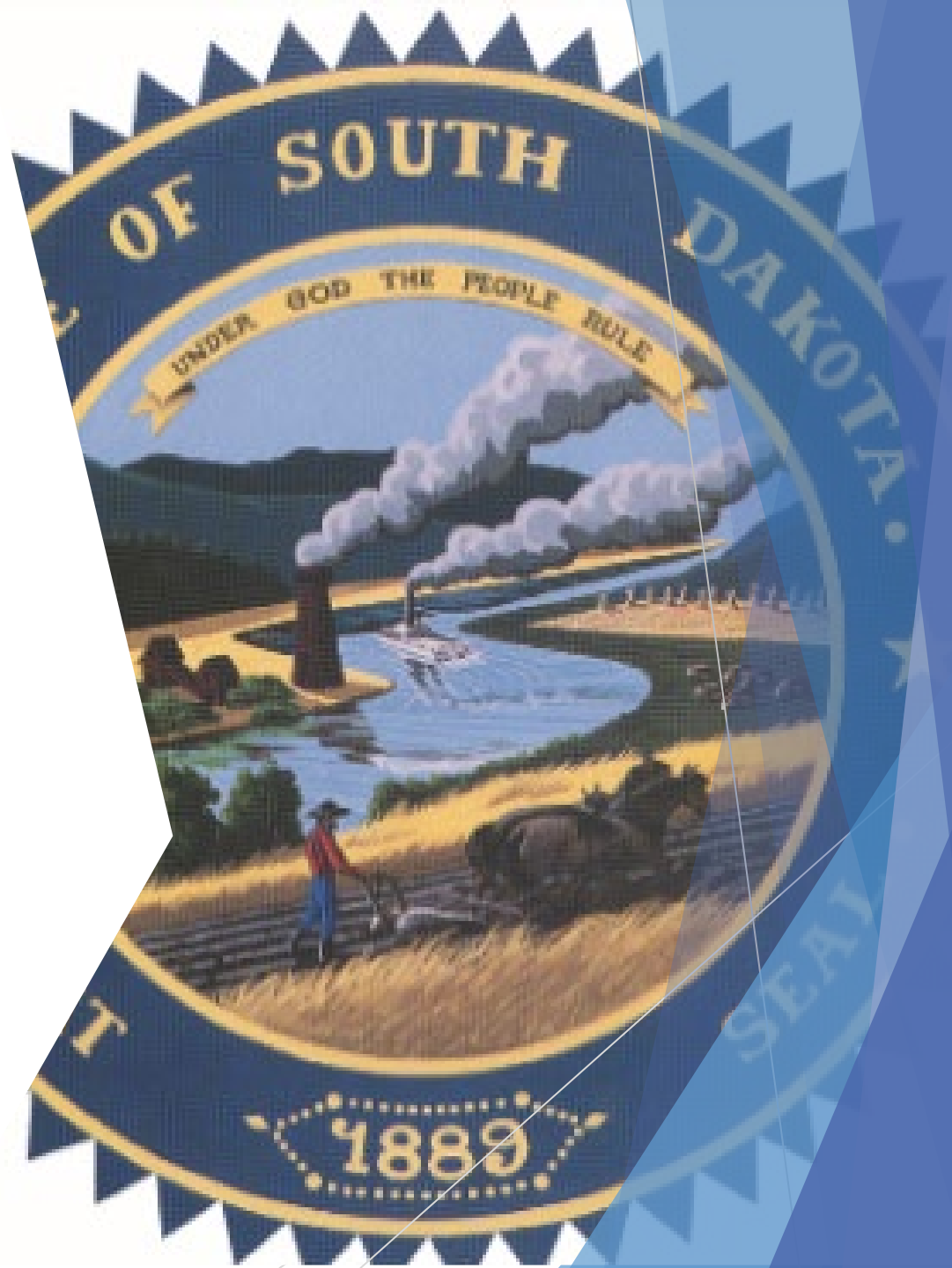
2023-2024 MUNICIPAL and SCHOOL ELECTION WORKSHOP Webinar 2

Sponsored by

Secretary of State's Office

South Dakota Municipal League

Associated School Boards of South Dakota



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The background features abstract blue geometric shapes, including triangles and polygons, in various shades of blue, set against a white central area.

Candidate Eligibility Requirements

CANDIDATE ELIGIBILITY REQUIREMENTS

MUNICIPALITIES-

CANDIDATE IS RESPONSIBLE FOR THE FOLLOWING:

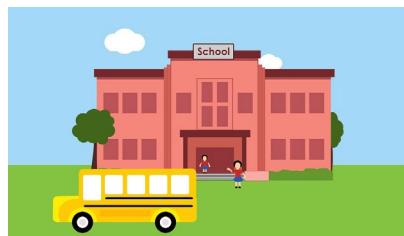
- ▶ No person may hold any elected municipal office who is not a qualified voter of the municipality and who has not resided therein at least three months next preceding his election or appointment ([SDCL 9-14-2](#)).
- ▶ May not be a defaulter to the municipality ([SDCL 9-14-2](#)).
 - ▶ Talk to the SDML and/or your city attorney if this question comes up.
- ▶ Must reside in the Ward they are seeking election to.
- ▶ Must file a nominating petition or a vacancy is created ([SDCL 9-13-14.3](#)).
- ▶ Upon verification signed by the municipal finance officer or clerk that the nominating petition contains the minimum number of signatures of registered voters within either the municipality or ward, or both, and that the candidate is a registered voter within either the municipality or ward, or both, the filing of the petition constitutes nomination. ([SDCL 9-13-7](#))

CANDIDATE ELIGIBILITY REQUIREMENTS

SCHOOLS-

CANDIDATE IS RESPONSIBLE FOR THE FOLLOWING:

- Cannot be a teacher in the district they are seeking election to ([SDCL 13-43-1](#)).
- If representation areas exist, a school board member candidate must reside within the school board member representation area ([SDCL 13-8-7.1](#)).
- Must be a resident voter of the school district they are seeking nomination to ([SDCL 13-7-6](#)).
- Candidates should review [SDCL 13-7-3](#) and determine if any other duties or offices they hold would be incompatible with a school board membership.





Petitions

Petition forms are found in [ARSD 5:02:08](#).

- Nominating petition for a school board member ([ARSD 5:02:08:11](#)). This was updated in October 2020.
- Nominating petition for a municipal election ([ARSD 5:02:08:13](#)).
- The person in charge of the election must be available **until 5:00pm local time on the petition filing deadline day** to accept petitions (this could fall on a Friday). [SDCL 9-13-7](#) and [13-7-6](#).
 - Work with your attorney if you are not going to be available on a deadline day.
- **CANDIDATES** should plan ahead on who will notarize their declaration of candidacy. *Snowbirds have limited options as to who is authorized under state law to notarize their petition if they are in another state.* [SDCL 18-3-1](#) and [13-8-15](#) outline who is authorized.
- **CANDIDATES cannot** fill out and sign the Declaration of Candidacy prior to the first day of circulation.

NOMINATING PETITION FOR MUNICIPAL ELECTION

INSTRUCTIONS TO CANDIDATE: The heading of this petition and the declaration of candidacy must be fully completed before the petition is circulated for signatures.

WE, THE UNDERSIGNED qualified voters of the municipality of _____ in the state of South Dakota, nominate _____ whose residence address is _____, South Dakota, _____ and whose mailing address is _____ South Dakota, _____ as a candidate for a _____-year term for the office of _____ at the Municipal Election to be held on the _____ day of _____, _____.

DECLARATION OF CANDIDATE

I, _____ (print name here exactly as you want it on the election ballot) under oath, declare that I reside and am registered to vote in the municipality of _____ and that I am eligible to seek the office for which I am a candidate. If nominated and elected, I will qualify and serve in that office. If I am an alderman candidate, I declare that I reside and am registered to vote in Ward _____.

(Signed) _____

Sworn to before me this _____ day of _____, _____.

(Seal) _____

Signature of Officer Administering Oath

My Commission Expires _____

Title of Officer Administering Oath

INSTRUCTIONS TO SIGNERS:

1. Signers of this petition must individually sign their names in the form in which they are registered to vote or as they usually sign their names.
2. Before the petition is filed, each signer or the circulator must add the residence address of the signer and the date of signing. If the signer is a resident of a second or third class municipality, a post office box may be used for the residence address.
3. Before the petition is filed, each signer or the circulator must print the name of the signer in the space provided and add the county of voter registration.
4. Abbreviations of common usage may be used. Ditto marks may not be used.
5. Failure to provide all information requested may invalidate the signature.

NAME	RESIDENCE	DATE/COUNTY
SIGN	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER	DATE OF SIGNING
1 PRINT	CITY OR TOWN	COUNTY OF REGISTRATION
SIGN	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER	DATE OF SIGNING
2 PRINT	CITY OR TOWN	COUNTY OF REGISTRATION

NOMINATING PETITION FOR SCHOOL BOARD MEMBER
SCHOOL DISTRICT # _____

INSTRUCTIONS TO CANDIDATE: The heading of this petition and the declaration of candidacy must be fully completed before the petition is circulated for signatures.

WE, THE UNDERSIGNED qualified voters of _____ school district number _____, state of South Dakota, nominate _____ whose mailing address is _____, _____, South Dakota, _____, and whose residence address is _____, _____, South Dakota _____, for a _____-year term (in _____ representation area, if applicable) on the school board at the school board election to be held on the _____ day of _____, 20____.

DECLARATION OF CANDIDATE

I, _____ (print name here exactly as you want it on the election ballot), under oath, declare that I reside in _____ school district number _____, South Dakota; that I am a registered voter of the district; and that I am eligible to seek the office for which I am a candidate. If nominated and elected, I will qualify and serve in that office.

(Signed) _____

Sworn to before me this _____ day of _____, 20____

Signature of Officer Administering Oath

(Seal) _____

My Commission Expires _____

Title of Officer Administering Oath

INSTRUCTIONS TO SIGNERS:

1. Signers of this petition must individually sign their names in the form in which they are registered to vote or as they usually sign their names.
2. Before the petition is filed, each signer or the circulator must add the residence address of the signer and the date of signing. If the signer is a resident of a second or third class municipality, a post office box may be used for the residence address.
3. Before the petition is filed, each signer or the circulator must print the name of the signer in the space provided and add the county of voter registration.
4. Abbreviations of common usage may be used. Ditto marks may not be used.
5. Failure to provide all information requested may invalidate the signature.

NAME	RESIDENCE	DATE/COUNTY
SIGN 1 _____ PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER _____ CITY OR TOWN	DATE OF SIGNING _____ COUNTY OF REGISTRATION
SIGN 2 _____ PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER _____ CITY OR TOWN	DATE OF SIGNING _____ COUNTY OF REGISTRATION

PETITIONS

Signature Requirements

- ▶ Inactive and Active voters may sign petitions ([SDCL 12-4-34](#)).
- ▶ When calculating signature requirements, use **active voters only**.

A handwritten signature in blue ink that reads "John Hancock". The signature is written in a cursive style with a large, sweeping initial "J" and a decorative flourish at the end.

Signature Requirements

- ▶ **1st and 2nd class municipalities ([SDCL 9-13-9](#)):**
 - ▶ **At-large candidates**: need signatures from 5% of the registered voters of the municipality based on the number of registered voters recorded by the county auditor on the **second Tuesday in January of the year of the election.**
 - ▶ **Ward candidates**: need signatures from 5% of the registered voters of a ward based on the number of registered voters in the ward recorded by the county auditor on **the second Tuesday in January of the year of the election.**
 - ▶ Contact your county Auditor for the number of registered voters.
 - ▶ No candidate would need more than 50 valid signatures.
 - ▶ Voter may only sign as many petitions as there are positions.

PETITIONS -

Signature Requirements *cont'd*

- ▶ **3rd class municipalities ([SDCL 9-13-9](#)):**
 - ▶ At-large and Ward: shall be signed by not less than three registered voters of the municipality
 - ▶ Voters may sign more than one petition.
- ▶ **School board candidate petitions ([SDCL 13-7-6](#)):**
 - ▶ 20 registered voters.

PETITIONS

Filing Procedure

- ▶ Date stamp and time stamp received petitions.
- ▶ Verify signatures pursuant to [ARSD 5:02:08:00](#) and [5:02:08:00.01](#).
- ▶ Schools **AND** Cities need to check voter registration status of signers for nominating petitions.
 - ▶ [9-13-7](#) was amended and went into effect July 1, 2020
- ▶ Check to make sure the Candidate is registered in the right jurisdiction, representation area and/or ward they are running in.
- ▶ File or reject petitions.
 - ▶ Date and time stamp each filed petition.

PETITIONS

Filing Procedure

- ▶ We recommend contacting the candidate immediately if the petitions are *rejected*, especially if there is still time for him/her to collect additional signatures.
 - ▶ Our office does not give back the rejected petitions to the candidate, but we would provide copies if requested.
- ▶ We suggest contacting the candidate via phone and/or mail once you file the petition.
- ▶ Anyone may challenge a filed or rejected petition. It does not have to be the candidate.
 - ▶ 5 business days to challenge a filed petition with your office.
 - ▶ A rejected petition must be challenged to court.
 - ▶ More detail regarding challenging coming up.
- ▶ Petitions do not become a **public record** until your validation process is complete ([SDCL 12-1-39](#)).



PETITIONS

Guidelines for Acceptance

- ▶ Look at [ARSD 5:02:08:00](#) for a complete listing of the guidelines.
- ▶ Make sure the petition is in the form required by the ARSD.
- ▶ The petition must contain the minimum number of valid signatures, counted according to [5:02:08:00.01](#). One or more invalid signatures on a petition section do not throw out the entire petition sheet.



PETITIONS

Guidelines for Acceptance

- ▶ Each section of the petition must contain an identical heading and be verified by the circulator.
- ▶ The circulator may add the printed name, address, county of registration and date for a signer before the circulator completes the verification.
- ▶ Residence addresses may be abbreviated. The state is not required.
- ▶ The circulator verification must be completed and signed before an officer authorized to administer oaths in South Dakota.

PETITIONS



Guidelines for Acceptance

- ▶ The declaration of candidacy must contain the **original signature** of the candidate. Additional sheets may have an original or photocopied signature of the candidate.
- ▶ The governing board or person authorized by statute to accept the petition shall, if requested, allow the **petition circulator** the opportunity to add missing information on the signature lines or circulator's verification on his or her petition provided the filing deadline has not passed.

PETITIONS

Guidelines for Acceptance

- ▶ Once the nominating petition has been received by the person in charge of the election, names may not be removed from the petition.
- ▶ The person who is authorized to accept nominating petitions for filing needs to check the voter registration of the signers.
- ▶ Petitions containing signatures in excess of the minimum number may be filed, but the excess signatures will be disregarded unless there is a challenge to the petition ([ARSD 05:02:08:00](#)).



PETITIONS

City and School Lookup Site

- ▶ This URL is not to be shared with anyone, not used for personal reasons and should only be used for petition signature checking. **Candidates and elected officials do not have the authority to access this information.**
 - ▶ The Secretary of State's office takes the security of voter registration data very seriously and should unauthorized individuals access the list they will be prosecuted.
- ▶ URL: cityandschoollookup.sdsos.gov
- ▶ You can use this site to check their registration when they come in to take out petitions as well.
- ▶ If you do not remember your username and password, contact us and we will get that to you.
- ▶ If there are additional staff you want usernames and passwords for, we will be able to provide those to you.
- ▶ If you have staff that is no longer with your office, let us know as we want to remove their access.
- ▶ **Let's take a look at the look up site.**

PETITIONS

GUIDELINES FOR COUNTING SIGNATURES

- ▶ Look at [ARSD 5:02:08:00.01](#) for a complete list.
- ▶ **No signature on a petition SHEET may be counted if one of the following conditions is present:**
 - ▶ The form of the petition is not identical to the form in administrative rule.
 - ▶ The **circulator's verification is not completed** or is improperly completed. If the missing information is completed elsewhere on the petition sheet that would be acceptable. It is considered complete if it includes the printed name of the circulator, the circulator's residence address including city and state .
The Title of the Officer Administering the Oath is not required but it is helpful to have that filled out.



PETITIONS



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GUIDELINES FOR COUNTING SIGNATURES

- ▶ **No signature on a petition sheet may be counted if...**
 - ▶ **The declaration of candidacy has not been completed on or after the first date authorized by statute to circulate the petition and signed by the candidate and the signature witnessed by an official empowered to administer oaths in South Dakota.**
 - ▶ **The circulator's verification was signed by more than one circulator.**

PETITIONS

GUIDELINES FOR COUNTING SIGNATURES

- ▶ An individual signature on a petition sheet may not be counted if one of the following conditions is present:
 - ▶ The signer's date of signing is **prior** to when the candidate signed the **declaration of candidacy**.
 - ▶ The signer's date of signing is **after** the circulator completed the circulator **verification**.
 - ▶ The signer's **date of signing**, including month and day, is **not provided**.
 - ▶ The signer's name is not printed **and** legible.
 - ▶ The signer didn't sign their name.
 - ▶ The signer's **county of voter registration** is **not provided**.

YES

NO

PETITIONS

GUIDELINES FOR COUNTING SIGNATURES

- ▶ An **individual signature on a petition sheet may not be counted** if one of the following conditions is present:
 - ▶ The residence address does not include a street and house number or a rural route and box number and the town.
 - ▶ If the signer is a resident of a second- or third-class municipality, a post office box number may be used.
 - ▶ If the signer does not have a residence address or post office box number, a description of the residence location must be provided.
 - ▶ If the signer is a resident of a building with a publicly known name, the building name may be used.



CANDIDATE NOMINATING PETITION REQUIREMENTS CHECKLIST

Form	Petition sheet must be a single, self-contained sheet of paper printed front and back side (not glued, stapled, or taped etc.).
	Must be in the exact format as prescribed in Administrative Rule (5:02:08) - the candidate nominating petition can have 20 signature lines on letter size sheet of paper or 30 signature lines on legal size sheet of paper (these are suggestions and how we have created petitions to be downloaded).
	Header matches prescribed format.
	Instructions to Voters must be included.
	Signature lines are numbered in order.
	A candidate can complete the declaration of candidacy and have his/her signature notarized and then prior to collecting any signatures he/she can make photocopies of that petition sheet to circulate. NOTE: You must receive a petition with an original signature on the declaration in order to count any signatures on the photocopied petition sheets. You CANNOT count any petition sheets that have photocopied voter signatures lines on them.
	Verification of Circulator section must be included.
	If the petition is not in the format prescribed by administrative rule, that petition sheet is thrown out.
Circulator	Circulator must print their name otherwise petition sheet is thrown out.
	Circulator must sign their name otherwise petition sheet is thrown out.
	Circulator must be a South Dakota resident and list an in-state, residential address (NO PO BOX OR OUT OF STATE ADDRESS IS ALLOWED) otherwise petition sheet is thrown out.
	Circulator CANNOT be the notary for the circulator's verification otherwise petition sheet is thrown out.
	Only one circulator may sign otherwise petition sheet is thrown out.
	Circulator CAN be a signer on the petition.
	Circulator is allowed to fill in all of a signer's information on a signature line <u>except</u> for the voter's signature.
	If at the time of submission and if the filing deadline has not passed, you find that there is missing information on the petition; the person in charge of the election needs to allow the circulator to add the missing information (circulator cannot add the voter's signature).
If missing info from circulator's verification can be found elsewhere on the petition then that is acceptable (ex. Circulator does not list his/her residence address in the circulator verification section, but the circulator is also the candidate and you can find his/her residence address in the candidate declaration section of the petition).	
Notary	On the Declaration of Candidacy, must be a South Dakota Notary otherwise petition sheet is thrown out.
	Notary Seal or Imprint must be on petition otherwise the petition sheet is thrown out (if County Auditor, Municipal Finance Officer or School Business Manager - they can use their jurisdiction seal but that is not required).
	Notary must sign otherwise petition sheet is thrown out.
	Date of notarization must be fully complete including day/month/year or petition sheet is thrown out.
	Notary's full expiration date must be listed including day/month/year otherwise petition sheet is thrown out (if County Auditor, Municipal Finance Officer or School Business Manager - they do not need to list an expiration date).
	Notary CANNOT notarize the circulator's verification and sign petition otherwise signature line is thrown out (SDCL 18-1-12.2). Notary CANNOT be the candidate otherwise petition sheet is thrown out (SDCL 12-6-8).
	Notary must verify AFTER circulator signed and dated, otherwise petition sheet is thrown out.
	The title of person administering the oath is not required.

Signatures	If the date of signature of voter is before the date the candidate signed the declaration of candidacy the signature line is invalid.
	Date of voter's signature must be on or before the notary signs the petition
	Date includes Month, Date (Can be spelled out or numerical, the year is not required)
	Date of voter's signature must be on or after the voter's registration date
	All six boxes on each signature line must be completed
	Ditto marks are not allowed
	Signers printed name must be legible and they can sign how they usually sign - DOES NOT need to match his/her voter registration record
	Signer's address DOES NOT need to match the address listed in their voter registration record
	On the signature line, the County of voter registration must match the county listed in their voter registration record.
	Both active and inactive voters can sign petitions
	The petition must meet the signature requirements for the office the candidate is running for. You only need to validate signatures up to the number required and then you can stop. You do not need to verify extra signatures above the required number.
	If the voter lives in a 1st class municipality, he/she must list a residential address (no PO Boxes are allowed). 1st Class Municipalities are: Aberdeen, Belle Fourche, Box Elder, Brandon, Brookings, Harrisburg, Huron, Madison, Mitchell, Pierre, Rapid City, Sioux Falls, Spearfish, Sturgis, Vermillion, Watertown and Yankton.
Acceptable	If voter signed in the printed box and printed in the signed box (same with the other boxes - if they are mixed up but all the information is there) you accept that signature line.
	Common abbreviation marks are acceptable.
	Name of a well-known building is acceptable (ex: Golden Living Nursing Home).
	If signature lines are skipped you still count the other signature lines that meet all of the qualifications included in this checklist.
	Description of residence location if the person does not have an address (ex: 7 miles West on Grey Goose Road, brown house across the street from the red barn) is acceptable.
Additional Notes	If a voter contacts you and wants his/her name removed from the petition, the only way for that to be removed is for the voter to contact the circulator on that petition and request his/her name be removed. The circulator is not required to remove the signature. This has to be done prior to the petitions being submitted to you.
	Petition sheets are public documents but only after you have validated the signatures and either filed or rejected the petition. Any individual can request a copy of the petition form once the validation process is completed and you will charge your normal copy fee.
	If you receive a petition that does not look like it is in the proper form and/or you have other questions, please call or email our office or talk with your city attorney.

NOMINATING PETITION FOR PARTISAN ELECTION REPUBLICAN PARTY

INSTRUCTIONS TO CANDIDATE: The heading of this petition and the declaration of candidacy must be fully completed before the petition is circulated for signatures.

WE, THE UNDERSIGNED qualified voters of Legislative District 10 of South Dakota and members of the Republican Party, nominate Gene G. Abdallah, of Lincoln County, South Dakota, whose mailing address is 4908 S Glenview Road, Sioux Falls, SD 57108, as a candidate for the office of State Senate, District 10 at the Primary Election to be held June 4, 2002.

RECEIVED
MAR 12 2002

DECLARATION OF CANDIDATE

I, Gene G. Abdallah (print name here exactly as you want it on the election ballot), under oath, declare that I am eligible to seek the office for which I am a candidate, that I am registered to vote as a member of the Republican Party, and that if I am a legislative candidate I reside in the district from which I am a candidate. If nominated and elected, I will qualify and serve in that office.

(Signed) Gene G. Abdallah

Sworn to before me this 5th day of February, 2002.

(Seal)
My Commission Expires September 17, 2007.

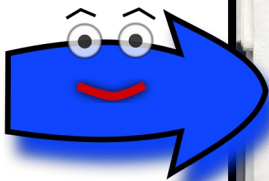
Ken S. Warren
Signature of Officer Administering Oath
Notary Public
Title of Officer Administering Oath

INSTRUCTIONS TO SIGNERS:

1. Signers of this petition must individually sign their names in the form in which they are registered to vote or as they usually sign their names.
2. Before the petition is filed, each signer of the circulator must add the residence address of the signer and the date of signing. If the signer is a resident of a second or third class municipality, a post office box may be used for the residence address.
3. Before the petition is filed, each signer of the circulator must print the name of the signer in the space provided and add the county of voter registration.
4. Abbreviations of common usage may be used. Ditto marks may not be used.
5. Failure to provide all information requested may invalidate the signature.

Filed this 12th day of March 2002
Notary Public

SIGN	NAME	RESIDENCE	DATE/COUNTY
9	<u>Yves Lachetien</u> Norman P. Grogan	<u>Harrisburg, SD 57037</u> 26969 480th AVE	<u>Lincoln</u> 2-26-02
10	<u>Norman Grogan</u> Jack Philippe	<u>Sioux Falls, SD</u> 160 SW Parkway	<u>Lincoln</u> 2-28-02
11	<u>Asanuel</u> Rod Sorrell	<u>505 W Sweetbriar Pl</u> Sioux Falls S.D	<u>Lincoln</u> 2-28-02
12	<u>A Russell Daulton</u> A. Russell Tanklow	<u>482 Sunflower Trail</u> Sioux Falls, S.D. 57108	<u>Lincoln</u> 2-28-02
13	<u>Ken Bertness</u> KEN BERTNESS	<u>101 Dakota</u> Valley Springs, SD	<u>Lincoln</u> 2/28/02



29

INITIATIVE PETITION

WE, THE UNDERSIGNED qualified voters of the City of Lead, in the County of Lawrence, in the State of South Dakota, petition that the following proposed change to the City Of Lead Commission Resolution of October 15th, 2018, known as The Crosswalk Project, be submitted to the voters of the City of Lead, Lawrence County, South Dakota at the general election on April 9th, 2019, pursuant to the Constitution of the State of South Dakota.

Title:

An Initiative to Change the City of Lead Commission vote of October 15th, 2018, on The Number of Crosswalks in Downtown Lead to be increased from One to Two total in the City of Lead Resolution Known as the Crosswalk Project

General Explanation:

This is an Initiative Petition is to have a vote placed on the ballot for the next Lead City general election cycle on April 9th, 2019 to change the resolution passed by the Lead City Commission on October 15, 2018 to install only a single crosswalk on the west side of Main Street at the junction of the Lead Library and the Mining Museum in Downtown Lead, SD. A proposed layout drawing is attached.

Be it resolved by the people The City of Lead, County of Lawrence, in this state of South Dakota, that the following resolution be adopted by the City of Lead on the so called Cross Walk Project.

This initiative will require the following:

1. The addition of one additional crosswalk will be added at the area between the Stampmill restaurant and the Opera House at or near the alleyway for a total of two which includes the City Commission's resolution of a single west location.

INSTRUCTIONS TO SIGNERS:

1. Signers of this petition must individually sign their names in the form in which they are registered to vote or as they usually sign their names.
2. Before the petition is filed, each signer or the circulator must add the residence address of the signer and the date of signing. If the signer is a resident of a second or third class municipality, a post office box may be used for the residence address.
3. Before the petition is filed, each signer or the circulator must print the name of the signer in the space provided and add the county of voter registration.
4. Abbreviations of common usage may be used. Ditto marks may not be used.
5. Failure to provide all information requested may invalidate the signature.

NAME	RESIDENCE	DATE/COUNTY
SIGN <i>John DeG...</i>	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER <i>313 McCallum St.</i>	DATE OF SIGNING <i>2-21-19</i>
-	CITY OR TOWN	COUNTY OF REGISTRATION
PRINT <i>John DeG...</i>	<i>Lead, SD</i>	<i>LA</i>
SIGN <i>Audie Cassidy</i>	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER <i>329 E Main St</i>	DATE OF SIGNING <i>2-21-19</i>
-	CITY OR TOWN	COUNTY OF REGISTRATION
PRINT <i>Audie Cassidy</i>	<i>Lead, SD</i>	<i>LA</i>
SIGN <i>Carly Richards</i>	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER <i>330 Gwinn Ave</i>	DATE OF SIGNING <i>2-21-19</i>
-	CITY OR TOWN	COUNTY OF REGISTRATION
PRINT <i>Carly Richards</i>	<i>Lead SD</i>	<i>LA</i>
SIGN <i>Ronda Morrison</i>	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER <i>328 Washington St.</i>	DATE OF SIGNING <i>2-21-19</i>
-	CITY OR TOWN	COUNTY OF REGISTRATION
PRINT <i>Ronda Morrison</i>	<i>Lead, SD</i>	<i>Lawrence</i>
SIGN <i>Mike Schmidt</i>	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER <i>21 Park Ave</i>	DATE OF SIGNING <i>2-21-19</i>
-	CITY OR TOWN	COUNTY OF REGISTRATION
PRINT <i>Mike Schmidt</i>	<i>Lead, SD</i>	<i>Lawrence</i>

(5)

NAME	RESIDENCE	DATE/COUNTY
SIGN 6 <i>[Signature]</i> PRINT Amy Boyesen	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER 305 W. Main St. CITY OR TOWN Lead SD	DATE OF SIGNING 2-21-19 COUNTY OF REGISTRATION Lawrence
SIGN 7 <i>[Signature]</i> PRINT Marty Verburg	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER 209 W. Main CITY OR TOWN Lead	DATE OF SIGNING 2/21/19 COUNTY OF REGISTRATION Lawrence
SIGN 8 <i>[Signature]</i> PRINT MIKE BAILEY	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER 719 W. MAIN CITY OR TOWN LEAD	DATE OF SIGNING 2/21/19 COUNTY OF REGISTRATION LAW
SIGN 9 <i>[Signature]</i> PRINT Maria Barrera Thorson	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER 107 Alert St CITY OR TOWN Lead SD	DATE OF SIGNING 2/21/19 COUNTY OF REGISTRATION Lawrence
SIGN 10 <i>[Signature]</i> PRINT Justin Thorson	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER 107 Alert St CITY OR TOWN Lead SD	DATE OF SIGNING 2/21/19 COUNTY OF REGISTRATION Lawrence
SIGN 11 <i>[Signature]</i> PRINT Amy Young Bar	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER 709 Sawyer CITY OR TOWN Lead, SD	DATE OF SIGNING 2/21/19 COUNTY OF REGISTRATION Law

(6)

To participate in this petition, you must be a registered voter in the Municipality of Lead, SD.

No title

	Name (Printed)	Address	City or Municipality of Registration	Date	Signature
1.	Albert Rose	117 Grand Ave	Lead	2/5/19	[Signature]
2.	Marty Vendi	209 W. Main	Lead	2/5/19	[Signature]
3.	Justin Thovson	3107 Alert St.	Lead	2/5/19	[Signature]
4.	Jennifer Bennett	118 Cyanide St.	Lead	2/5/2019	[Signature]
5.	Laura Stewart	120 Alert St	Lead	2/5/19	[Signature]
6.	Jesse Lewton	705 Upper Adick	Lead	2/5/19	[Signature]
7.	Steven Stewart	120 Alert St	Lead	2/5/19	[Signature]
8.	Joan Egan	212 Washington	Lead	2/5/19	[Signature]
9.	Janet Smith	1103 Grand St	Lead	2/5/19	[Signature]
10.	Carl Smith	322 W. Main	Lead	2/6/19	[Signature]
11.	Jan Palma	809 S. Park	Lead	2-6-19	[Signature]
12.	Frank Harsh	1024 Washington	Lead	2/10/19	[Signature]
13.	Ucker Tolson	608 Ridge Rd	Lead	2/7/19	[Signature]
14.	Logan Tolson	28 McKinley	Dardwood	2/7/19	[Signature]
15.	Bob Bratcher	108 Spruce	Lead	2/7/19	[Signature]
16.	CHAS HARRA	515 W. MAIN	LEAD	2/7/19	[Signature]
17.	Tulissa Goffe	211 S. Main	Lead	2/7/19	[Signature]
18.	Patricia Dickerson	711 Highland	Lead	2/2/19	[Signature]
19.	John Dickinson	711 Highland	Lead	2/7/19	[Signature]
20.					
21.					
22.					
23.					

*Improper Petition
No County*

VERIFICATION BY PERSON CIRCULATING PETITION

INSTRUCTIONS TO CIRCULATOR: This section **must** be completed following circulation and before filing.

Print name of the circulator

Residence Address

City

State

I, under oath, state that I circulated the above petition, that each signer personally signed this petition in my presence, that I made reasonable inquiry and to the best of my knowledge each person signing the petition is a qualified voter in the county indicated on the signature line, that no state statute regarding petition circulation was knowingly violated, and that either the signer or I added the printed name, the residence address of the signer, the date of signing, and the county of voter registration.



Sworn to before me this

2 day of Nov 2015

Signature of Circulator

Signature of Officer Administering Oath

Title of Officer Administering Oath

19 SIGN PRINT	20 SIGN PRINT	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN	DATE OF SIGNING COUNTY OF REGISTRATION
<p><i>J. J. [Signature]</i></p> <p>J. J.</p>	<p><i>Barbara Littel [Signature]</i></p> <p>Barbara Littel</p>	<p>STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER CITY OR TOWN</p> <p>2201 W 46th SF SD 105</p> <p>208 Sunset Cir Bell Rapids</p>	<p>DATE OF SIGNING COUNTY OF REGISTRATION</p> <p>5-18-15 Minnehaha</p> <p>5-18-15 Minnehaha</p>

VERIFICATION BY PERSON CIRCULATING PETITION

INSTRUCTIONS TO CIRCULATOR: This section **must** be completed following circulation and before filing.

Print name of the circulator

Residence Address

City

State

Lucy-George Cooper 1200 S 3rd Ave Sioux Falls SD

NOMINATING PETITION FOR WATER DEVELOPMENT DISTRICT DIRECTOR NONPARTISAN ELECTION

INSTRUCTIONS TO CANDIDATE: The heading of this petition and the declaration of candidacy must be fully completed before the petition is circulated for signatures.

WE, THE UNDERSIGNED registered voters of District 3 (insert the director area the candidate is to represent) of the Central Plains Water Development District, nominate Greg Lorenz of Sully County, State of South Dakota, whose mailing address is Box 81, Onida, South Dakota 57564, as a candidate for the office of director, representing Central Plains (insert the director area the candidate is to represent) of the Central Plains Water Development District for a 4 year term, in the primary election held on June 7, 2016.

RECEIVED
APR 14 2016

DECLARATION OF CANDIDATE

I, Greg Lorenz (print name here exactly as you want it on the election ballot) do hereby swear and declare that I am a resident and registered voter in the director area that I will represent and that I am eligible to seek the office for which I am a candidate. If nominated and elected, I will qualify and serve in that office.

Sworn to before me this 8th day of April, 2016. (Signed)

Seal of the County Auditor
Sully County, South Dakota
My Commission Expires end of term
No Commission

Susan B. Lamb
Signature of Officer Administering Oath
Auditor
Title of Officer Administering Oath

INSTRUCTIONS TO SIGNERS:

1. Signers of this petition must individually sign their names in the form in which they are registered to vote or as they usually sign their names.
2. Before the petition is filed, each signer or the circulator must add the residence address of the signer and the date of signing. If the signer is a resident of a second or third class municipality, a post office box may be used for the residence address.
3. Before the petition is filed, each signer or the circulator must print the name of the signer in the space provided and add the county of voter registration.
4. Abbreviations of common usage may be used. Ditto marks may not be used.
5. Failure to provide all information requested may invalidate the signature.

NAME	RESIDENCE	DATE/COUNTY
SIGN <u>Roxy Marshall</u>	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER <u>PO Box 21</u>	DATE OF SIGNING <u>4-4-16</u>
PRINT <u>Roxy Marshall</u>	CITY OR TOWN <u>Onida, SD 57564</u>	COUNTY OF REGISTRATION <u>Sully</u>
SIGN <u>Deann Rausch</u>	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER <u>PO Box 271 801 Cedar Ave</u>	DATE OF SIGNING <u>4-4-16</u>
PRINT <u>Deann Rausch</u>	CITY OR TOWN <u>Onida</u>	COUNTY OF REGISTRATION <u>Sully</u>
SIGN <u>Ernie Urub</u>	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER <u>31095 185th St</u>	DATE OF SIGNING <u>4-4-16</u>
PRINT <u>Ernie Urub</u>	CITY OR TOWN <u>Onida, SD</u>	COUNTY OF REGISTRATION <u>Sully</u>
SIGN <u>Dean Urub</u>	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER <u>101B 9th St</u>	DATE OF SIGNING <u>4-4-16</u>
PRINT <u>Dean Urub</u>	CITY OR TOWN <u>Onida S.D.</u>	COUNTY OF REGISTRATION <u>Sully</u>
SIGN <u>Todd Urub</u>	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER <u>Onida SD</u>	DATE OF SIGNING <u>4-4-16</u>

NAME		RESIDENCE	DATE/COUNTY
SIGN 14 PRINT	<i>Les Kaise</i> Les Kaise	1716 S Aberdeen Cir SIOUX FALLS SD 57106	4/27/09 Minnehaha
SIGN PRINT	<i>Brian Bissel</i> Brian Bissel	2126 S Dakota SIOUX FALLS SD 57105	4/28/09
SIGN 16 PRINT	<i>Carey Boynton</i> Carey Boynton	304 N. Hiwanis Ave Apt 101 SIOUX FALLS SD 57105	4-28-09

VERIFICATION BY PERSON CIRCULATING PETITION

INSTRUCTIONS TO CIRCULATOR: This section **must** be completed following circulation and before filing.

Dustin Wastell 314 Birch Ave Brookings SD
 Print name of the circulator Residence Address City State

I, under oath, state that I circulated the above petition, that each signer personally signed this petition in my presence, that I made reasonable inquiry and to the best of my knowledge each person signing the petition is a qualified voter in the county indicated on the signature line, that no state statute regarding petition circulation was knowingly violated, and that either the signer or I added the printed name, the residence address of the signer, the date of signing, and the county of voter registration.

Dustin Wastell; ID - Drivers License *Dustin Wastell*
 Signature of Circulator

Sworn to before me this 16 day of June 2009.
 (Seal)

My Commission Expires 1-31-10



Pamela M. Rice
 Signature of Officer Administering Oath
 Title of Office Administering Oath

NOMINATING PETITION FOR WATER DEVELOPMENT DISTRICT DIRECTOR NONPARTISAN ELECTION

INSTRUCTIONS TO CANDIDATE: The heading of this petition and the declaration of candidacy must be fully completed before the petition is circulated for signatures.

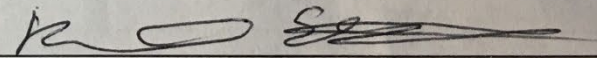
WE, THE UNDERSIGNED registered voters of Area 5 (insert the director area the candidate is to represent) of the Vermillion Basin Water Development District, nominate Ron Globke of Turner County, State of South Dakota, whose mailing address is 301 E Wagner St, Marion, SD 57043 South Dakota, as a candidate for the office of director, representing Area 5 (insert the director area the candidate is to represent) of the vermillion Basin Water Development District for a 2 year term, in the primary election to be held on June , 20

RECEIVED

DECLARATION OF CANDIDATE

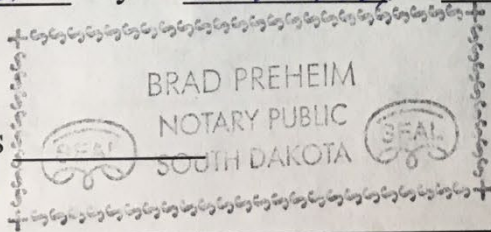
I, Ron E Globke (print name here exactly as you want it on the election ballot), under oath, declare that I am a resident and registered voter in the director area that I will represent and that I am eligible to seek the office for which I am a candidate. If nominated and elected, I will qualify and serve in that office.

MAR 28 2016
S.D. SEC. OF STATE

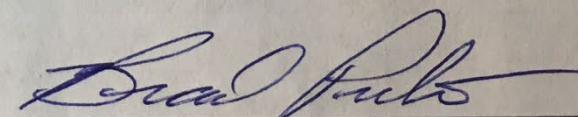
(Signed) 

Sworn to before me this 20 day of January 2016.

(Seal)



My Commission Expires 6-3-16


Signature of Officer Administering Oath
Notary Public
Title of Officer Administering Oath

INSTRUCTIONS TO SIGNERS:

1. Signers of this petition must individually sign their names in the form in which they are registered to vote

3	SIGN KRISTIN MATTSO PRINT Kristin Matts	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER 3440 Council CITY OR TOWN Rapid City SD	DATE OF SIGNING 4/11/09 COUNTY OF REGISTRATION Pennington
4	SIGN CRAIG E. MATTSO PRINT Craig E. Matts	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER DITTO CITY OR TOWN DITTO	DATE OF SIGNING 4/11/09 COUNTY OF REGISTRATION Pennington
5	SIGN Chris Siska PRINT Chris Siska	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER 3721 SERRANO CITY LANE CITY OR TOWN Rapid City SD	DATE OF SIGNING 4-11-09 COUNTY OF REGISTRATION PENNINGTON

VERIFICATION BY PERSON CIRCULATING PETITION

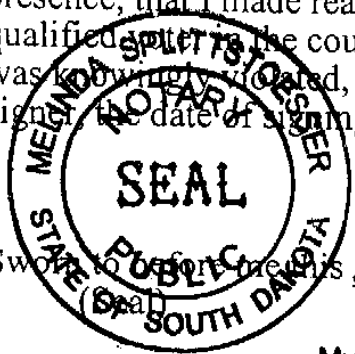
INSTRUCTIONS TO CIRCULATOR: This section **must** be completed following circulation and before filing.

Print name of the circulator Peggy Clarke Residence Address 1010 East Pet #71 City Rapid City State SD

I, under oath, state that I circulated the above petition, that each signer personally signed this petition in my presence, that I made reasonable inquiry and to the best of my knowledge each person signing the petition is a qualified voter in the county indicated on the signature line, that no state statute regarding petition circulation was knowingly violated, and that either the signer or I added the printed name, the residence address of the signer, the date of signing, and the county of voter registration.

Peggy Clarke
Signature of Circulator

Sworn to before me this 28th day of MAY, 09.



[Signature]
Signature of Officer Administering Oath
[Signature]
Title of Officer Administering Oath

My Commission Expires February 12, 2015
Form Revised 2007 - 5:02:08:08

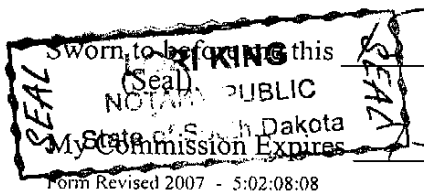
VERIFICATION BY PERSON CIRCULATING PETITION

INSTRUCTIONS TO CIRCULATOR: This section **must** be completed following circulation and before filing.

Kelle Cotton 2802 W. RAPID ST. RAPID CITY SD 57702
Print name of the circulator Residence Address City State

I, under oath, state that I circulated the above petition, that each signer personally signed this petition in my presence, that I made reasonable inquiry and to the best of my knowledge each person signing the petition is a qualified voter in the county indicated on the signature line, that no state statute regarding petition circulation was knowingly violated, and that either the signer or I added the printed name, the residence address of the signer, the date of signing, and the county of voter registration.

[Signature]
Signature of Circulator



Sworn to before me this 13 day of June, 2009

[Signature]
Signature of Officer Administering Oath
PBO
Title of Officer Administering Oath

VERIFICATION BY PERSON CIRCULATING PETITION

INSTRUCTIONS TO CIRCULATOR: This section **must** be completed following circulation and before filing.

BOYO GZLLIGAN 507 STATE AVE L Estelline SD
Print name of the circulator Residence Address City State

I, under oath, state that I circulated the above petition, that each signer personally signed this petition in my presence, that I made reasonable inquiry and to the best of my knowledge each person signing the petition is a qualified voter in the county indicated on the signature line, that no state statute regarding petition circulation was knowingly violated, and that either the signer or I added the printed name, the residence address of the signer, the date of signing, and the county of voter registration.

[Signature]
Signature of Circulator

Sworn to before me this 4 day of May, 2009
(Seal)

[Signature]
Signature of Officer Administering Oath
Title of Officer Administering Oath

My Commission Expires 12-13

SIGN 7 PRINT Orville Roberts	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER 615 6th St NE CITY OR TOWN Watertown, SD	DATE OF SIGNING 4-15-09 COUNTY OF REGISTRATION Codington
SIGN 8 PRINT Audrey Luker	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER 1625 Northridge Dr, #312 CITY OR TOWN Watertown, SD	DATE OF SIGNING 4-14-09 COUNTY OF REGISTRATION Codington
SIGN 9 PRINT VERN LUKEN	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER 1625 Northridge Dr #312 CITY OR TOWN WATERTOWN, SD	DATE OF SIGNING 4-14-09 COUNTY OF REGISTRATION Codington
SIGN 10 PRINT [unclear]	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER	DATE OF SIGNING

VERIFICATION BY PERSON CIRCULATING PETITION

INSTRUCTIONS TO CIRCULATOR: This section **must** be completed following circulation and before filing.

Print name of the circulator Paul Luker Residence Address 550 Summit Ave NW City Watertown State SD

I, under oath, state that I circulated the above petition, that each signer personally signed this petition in my presence, that I made reasonable inquiry and to the best of my knowledge each person signing the petition is a qualified voter in the county indicated on the signature line, that no state statute regarding petition circulation was knowingly violated, and that either the signer or I added the printed name, the residence address of the signer, the date of signing, and the county of voter registration.

Paul Luker
Signature of Circulator

Sworn to before me this 16 day of April, 2009.
(Seal)

Audrey Luker
Signature of Officer Administering Oath
Notary
Title of Officer Administering Oath

My Commission Expires 8/13/09

VERIFICATION BY PERSON CIRCULATING PETITION

INSTRUCTIONS TO CIRCULATOR: This section **must** be completed following circulation and before filing.

BARBARA J EDWARDS 12170 Camp Rd Coster SD
Print name of the circulator Residence Address City State

I, under oath, state that I circulated the above petition, that each signer personally signed this petition in my presence, that I made reasonable inquiry and to the best of my knowledge each person signing the petition is a qualified voter in the county indicated on the signature line, that no state statute regarding petition circulation was knowingly violated, and that either the signer or I added the printed name, the residence address of the signer, the date of signing, and the county of voter registration.

[Handwritten signature]

Signature of Circulator

Sworn to before me this _____ day of _____
(Seal)

My Commission Expires _____
Form Revised 2007 - 5:02:08:08

Signature of Officer Administering Oath

Title of Officer Administering Oath

VERIFICATION BY PERSON CIRCULATING PETITION

INSTRUCTIONS TO CIRCULATOR: This section **must** be completed following circulation and before filing.

Frieda Ten Fingers HC66 23B HC66 23B Chadron NE 69137
Print name of the circulator Residence Address City State

I, under oath, state that I circulated the above petition, that each signer personally signed this petition in my presence, that I made reasonable inquiry and to the best of my knowledge each person signing the petition is a qualified voter in the county indicated on the signature line, that no state statute regarding petition circulation was knowingly violated, and that either the signer or I added the printed name, the residence address of the signer, the date of signing, and the county of voter registration.

[Handwritten signature]

Signature of Circulator

Sworn to before me this 15th day of October 2015

(Seal) **FRANCES ANN CASEY**
NOTARY PUBLIC
SOUTH DAKOTA
My Commission Expires 2-22-2019

[Handwritten signature]

Signature of Officer Administering Oath

South Dakota Notary
Title of Officer Administering Oath

NAME		RESIDENCE	DATE/COUNTY
SIGN 14 PRINT	<i>Jennifer Slate</i> Jennifer Slate	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER 118 Currie St CITY OR TOWN Yankton, SD 57078	DATE OF SIGNING 7/27/15 COUNTY OF REGISTRATION Yankton
SIGN 15 PRINT	<i>Tom & Lucy Leano</i> Tom Lucy Leano	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER 101 Winter St. CITY OR TOWN Yankton SD.	DATE OF SIGNING 27 July 15 COUNTY OF REGISTRATION Yankton
SIGN 16 PRINT	<i>Sandra Jensen</i> Sandra Jensen	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER 158 Hidden Hollows CITY OR TOWN Yankton SD 57078	DATE OF SIGNING 7/27/15 COUNTY OF REGISTRATION Yankton
SIGN 17 PRINT	<i>Jeanne Devine</i> Jeanne Devine	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER 909 EAST 16 th ST CITY OR TOWN Yankton SD 57078	DATE OF SIGNING 8/5/15 COUNTY OF REGISTRATION Yankton
SIGN 18 PRINT	<i>Kyle Lichty</i> Kyle Lichty	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER 110 Currie St. CITY OR TOWN Yankton, SD 57078	DATE OF SIGNING 8/8/15 COUNTY OF REGISTRATION Yankton
SIGN 19 PRINT	<i>Loryn Lichty</i> Loryn Lichty	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER 110 Currie St. CITY OR TOWN Yankton SD 57078	DATE OF SIGNING 8/8/15 COUNTY OF REGISTRATION Yankton
SIGN 20 PRINT	<i>Douglas E Kottal</i> Douglas E Kottal Kottal	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER 30229 437th CITY OR TOWN Wadena SD 57067	DATE OF SIGNING 8-9-15 COUNTY OF REGISTRATION Yankton
SIGN	<i>[Signature]</i>	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER 20272 1137th Ave	DATE OF SIGNING 8-10-15

SIGN 2 PRINT	<i>Carol Sambo</i> Carol Sambo	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER PO Box 2112 CITY OR TOWN SD 57101	DATE OF SIGNING 9/19/15 COUNTY OF REGISTRATION Minnehaha
SIGN	<i>[Signature]</i> [Signature]	STREET AND NUMBER OR RURAL ROUTE AND BOX NUMBER 16115 S Clark Ave	DATE OF SIGNING 9-10-15



PETITIONS

Important Reminders

- ▶ Give petition processing top priority.
- ▶ If the deadline to file is approaching, do not let petitions sit on your desk for days.
- ▶ Check registration and residency of signers and candidates.
- ▶ A candidate cannot notarize their own petition, but they may circulate and sign their own petition.
- ▶ A notary cannot notarize the petition and be a signer.



PETITIONS

Important Reminders

- ▶ Notify candidate that petition was filed or rejected (do this immediately if rejected).
 - ▶ Business managers and Finance Officers must have a written and signed verification per [SDCL 13-7-6](#) and [9-13-7](#).
 - ▶ Refer to the respective statute for what the verification must contain.
 - ▶ There is no form in administrative rule for this.
 - ▶ Finance Officers, Business Managers and School Board Presidents may notarize documents without being a notary ([SDCL 18-3-1](#) and [13-8-15](#)).

PETITIONS

CHALLENGE



Petition Challenge Law

- ▶ [SDCL 12-1-13](#) to 15.
- ▶ Once a petition is filed (validated) by the person in charge of the election, **any** individual has five working days to challenge the petition.
- ▶ The challenger must file an affidavit, with the person in charge of the election, with an itemized listing of the specific deficiencies.
- ▶ Look at [SDCL 12-1-13](#) for specific items that cannot be challenged to your office.
- ▶ The person in charge of the election works to verify information provided in the affidavit.
 - ▶ Work with your attorney when reviewing the affidavit.
- ▶ A challenge does not prevent any other legal remedy ([SDCL 12-1-16](#)).

Financial Interest Statements (FIS)

- Required for 1st Class Municipalities and Schools with greater than 2,000 average daily membership (ADM)
- There are two types of FIS's (Financial Interest Statements):
 - Candidate FIS (SDCL [12-25-28](#))
 - Filed within 15 days after filing nominating petition.
 - Appointed official would not need to file this.
 - Elected Official FIS ([SDCL 3-1A-4](#))
 - Filed within 15 days of assuming office (taking the oath).

Financial Interest statements (FIS)

- Sample FIS forms can be found at www.sdsos.gov
- These are filed with the person in charge of the election.
 - ▶ Only check for completeness.
 - ▶ You are not required to check for accuracy.
 - ▶ It is up to the candidate/elected official to provide accurate information.
- It is a petty offense for those that file late and anyone that intentionally does not file may be guilty of a Class 2 misdemeanor.
 - ▶ Once filed, these are public documents.



Conflict of Interest

CANDIDATE

Statement of Financial Interest

Deadline to file: Within 15 days after filing nominating petitions (Supreme Court Justice files within 15 days of notifying Secretary of State of his intention to place his name on the retention ballot) or certification of convention nomination.

File with: The SECRETARY OF STATE except local candidates file with the office where they file their nominating petition.

Candidates who file: State and Federal Office candidates (United States Senate, United States House of Representatives, Governor, State Legislator, circuit court judge and Supreme Court Justice [SDCL 12-25-28](#));

Convention Nominee candidates (Lieutenant Governor, state treasurer, attorney general, secretary of state, state auditor, public utilities commissioner, commissioner of school and public lands [SDCL 12-25-29](#));

Convention Nominee candidates of a party with alternative political status (US Senate, US House, Governor, Lieutenant Governor, state treasurer, attorney general, secretary of state, state auditor, public utilities commissioner, commissioner of school and public lands or state legislator [SDCL 12-25-29.1](#)); and

Local Office candidates (county commissioner, school board member in a school district with a total enrollment of more than 2,000 students, or commissioner, council member, or mayor in any 1st class municipality [SDCL 12-25-30](#))

Please print:

Full Name _____

COMPLETE Address _____

Office Sought (list District number if applicable) _____

What is your occupation/profession? _____

List any source of funds (business or economic relationship) which contributes more than 10% of or more than \$2,000 to your family's (includes spouse, minor children living at home) gross income in the preceding calendar year. This also includes any enterprise in which you or an immediate family member(s) controls more than 10% of the capital or stock. Identify who receives the income from each enterprise but do not include the value. ([SDCL 12-25-27](#))

**The intent of this form is to collect specific information, not generalities. Do not put N/A or leave the grid blank.*

Name of Candidate or Family Member	Name the Source of Funds (Ex: current employer, SD Legislature, 401K, benefits, etc.)	Relationship to funds (Ex employee, officer, director, associate, partner, shareholder, owner, member, proprietor, etc.)

I declare and affirm under the penalties of perjury that the information above has been examined by me and to the best of my knowledge and belief is a true, correct and complete representation of myself and my immediate family's financial interests for the preceding calendar year.

(Signature)

(Date)



Conflict of Interest

ELECTED OFFICIAL

Statement of Financial Interest

Deadline to file: Within 15 days after the person assumes office.

File with: The SECRETARY OF STATE except local candidates file with the office where they file their oath of office.

Elected Officials who file: State Office elected officials (governor, lieutenant governor, state treasurer, attorney general, secretary of state, state auditor, public utilities commissioner, commissioner of school and public lands, state legislator, circuit court judge and supreme court justice [SDCL 3-1A-2](#));

Gubernatorial Appointee for whom senate confirmation is required shall file with the secretary of state a statement of financial interest before confirmation [SDCL 3-1A-3](#).

Local Office officials (county commissioner, school board member in a school district with a total enrollment of more than 2,000 students, or commissioner, council member, or mayor in any 1st class municipality [SDCL 3-1A-4](#))

Please print:

Full Name _____

Complete Address _____

Office (list District number if applicable) _____

What is your occupation/profession? _____

****If there are no changes from your previously filed CANDIDATE Financial Interest Statement check the box and sign and date below. NO CHANGES**

List any source of funds (business or economic relationship) which contributes more than 10% of or more than \$2,000 to your family's (includes spouse, minor children living at home) gross income in the preceding calendar year. This also includes any enterprise in which you or an immediate family member(s) controls more than 10% of the capital or stock. Identify who receives the income from each enterprise but do not include the value. ([SDCL 3-1A-1](#))

**The intent of this form is to collect specific information, not generalities.*

Name of Candidate or Family Member	Name the Source of Funds (Ex: current employer, SD Legislature, 401K, benefits, etc.)	Relationship to funds (Ex: employee, officer, director, associate, partner, shareholder, owner, member, proprietor, etc.)

I declare and affirm under the penalties of perjury that the information above has been examined by me and to the best of my knowledge and belief is a true, correct and complete representation of myself and my immediate family's financial interests for the preceding calendar year.

(Signature)

(Date)



VACANCIES

How are Vacancies Created on City Councils?

[SDCL 3-4-1](#)

- (1) Dies;
- (2) Resigns;
- (3) Is removed from office;
- (4) Fails to qualify as provided by law;
- (5) Ceases to be a resident of the state, district, county, municipality, township, ward, or precinct in which the duties of the office are to be exercised or for which elected;
- (6) Is convicted of any infamous crime or of any offense involving a violation of the official oath of the office; or
- (7) Has a judgment obtained against the person for a breach of an official bond.
 - Military call up ([SDCL 3-4-8](#))
 - Incapacitation- *by illness or accident* ([SDCL 3-4-9](#))
 - No one files a nominating petition ([SDCL 9-13-14.3](#))

VACANCIES

HOW ARE MUNICIPAL VACANCIES FILLED?

- By appointment [SDCL 9-13-14.1](#)
- By special election [SDCL 9-13-14.2](#)
- By temporary replacement [SDCL 3-4-8](#), [3-4-9](#)

VACANCIES

HOW ARE MUNICIPAL VACANCIES FILLED? cont'd

- By **appointment** [SDCL 9-13-14.1](#):
 - At the end of December 2015, the Attorney General issued an opinion (15-03) clarifying that an appointee serves until the next annual election **not** the next regularly scheduled election.
 - This means that an appointee only serves until the next year regardless of whether you have an annual election scheduled. The seat must be published on the notice of vacancy for the next election, regardless of whether the position is filled by appointment.

VACANCIES

Filling Municipal Vacancy by Appointment

- ▶ [SDCL 9-13-14.1](#)
- ▶ Remember in Aldermanic form of government the appointment must be from the **same ward**.
 - ▶ Aldermanic Form: These municipalities are governed by a common council, which consists of a mayor who is elected at-large and two aldermen from each ward.
- ▶ Appointing can be an easier, faster, and less costly process.
- ▶ Remaining members shall appoint a replacement to serve until the next annual municipal election.
 - ▶ Keep track of the terms when there has been an appointment.
 - ▶ Official that is vacating his position does not vote on his replacement.
 - ▶ The Mayor may make a recommendation, but the remaining members vote on the appointment.
 - ▶ There are no publication rules or notices for filling a vacancy.

VACANCIES

FILLING MUNICIPAL VACANCY BY SPECIAL ELECTION

- ▶ Governing body creates an ordinance requiring that any vacancy on the governing board or in the office of the Mayor is to be filled by special election.
- ▶ The ordinance must be enacted **prior** to the vacancy.
- ▶ Election not to be held less than 90 days before the annual municipal election.
- ▶ Finance Officer will publish a notice that a vacancy exists and will be filled by special election, the date of election, time and place where nominating petitions may be filed for the office. Nominating petitions prepared and filed as usual according to [SDCL 9-13-7](#) and filed at least 30 days before the date of the elections.
- ▶ Notice of special election published as usual according to [SDCL 9-13-13](#) and [9-13-14](#).

VACANCIES

FILLING MUNICIPAL VACANCY BY TEMPORARY REPLACEMENT

- ▶ In the cases of Military call-up ([SDCL 3-4-8](#)) or Incapacitation ([SDCL 3-4-9](#)):
 - ▶ The member temporarily resigns
 - ▶ A temporary replacement is made by appointment
 - ▶ The replacement serves until the original member returns or the member's term expires, whichever comes first.
 - ▶ If the replacement serves until the original members term expires and no one files for the position, then a vacancy is created. The temporary replacement would then need to be re-appointed if they wanted to continue to serve.





VACANCIES



What if no one files a Municipal Nominating Petition?

- Law since July 2014 ([SDCL 9-13-14.3](#))
 - If for any reason a municipality fails to elect any person to succeed an elected official whose term has expired or an elected official fails to file a nominating petition or qualify, the office is deemed vacant ([SDCL 9-13-14.3](#)).
 - The elected official whose term has expired shall continue to act in an official capacity until the vacancy is filled by election or appointment pursuant to [9-13-14.1](#) or [9-13-14.2](#).

VACANCIES

How are Vacancies Created on School Boards? [SDCL 13-8-23](#)



- ▶ Death
- ▶ Removal from the board
- ▶ Failure to qualify as provided by law
- ▶ Ceases to be a **resident** of the school district or representation area where elected
- ▶ Conviction of any infamous crime or of any offense involving a violation of the member's official oath
- ▶ Has a judgment obtained against the member for breach of the member's official bond
- ▶ Is incapacitated and is unable to attend to the duties of the position
- ▶ Assumes the duties of an office incompatible with the duties of a school board member
- ▶ Resignation

VACANCIES

HOW ARE SCHOOL BOARD VACANCIES FILLED?

- ▶ Any vacancy occurring on a school board shall be **filled by appointment** by the remaining school board members.
 - ▶ The resigning member **will continue to serve until the successor is appointed and qualified.** ([SDCL 13-8-24](#)).

VACANCIES

HOW ARE SCHOOL BOARD VACANCIES FILLED?

- ▶ In the cases of Military call-up ([SDCL 3-4-8](#)) or Incapacitation ([SDCL 3-4-9](#)):
 - ▶ The member temporarily resigns
 - ▶ A temporary replacement is made by appointment
 - ▶ The replacement serves until the original member returns or the member's term expires, which ever comes first.
 - ▶ If the replacement serves until the original members term expires and no one files for the position, then a vacancy is created. The temporary replacement would then need to be re-appointed if they wanted to continue to serve.
- ▶ The appointee will serve until the next succeeding election at which time a successor shall be elected to serve the unexpired term ([SDCL 13-8-25](#)).



CAMPAIGN FINANCE



Who is required to file?

[SDCL 12-27](#)

- ONLY Ballot Question Committees in 1st Class Municipalities
- ONLY School district offices and ballot questions in school districts with average daily membership (ADM) greater than 2,000.
- Any other municipality or school that has ordinances in place outlining the campaign finance laws they will follow.

CAMPAIGN FINANCE

Where can you find forms?



- Sample forms and campaign finance information can be found at www.sdsos.gov
 - **Statement of Organization for Local Jurisdictions**
 - **Disclosure Statement for Local Jurisdictions**
 - Within this disclosure are suggested filing dates for reports
 - Review these dates with your attorney

CAMPAIGN FINANCE Disclaimer

- ▶ Only those committees in those jurisdictions that must comply with campaign finance laws are required to use a disclaimer
- ▶ The disclaimer must be on printed materials and communications.
- ▶ Disclaimer: "Paid for by (Name of candidate, political committee, or political party)."
- ▶ Small impractical items are exempt.
 - ▶ Buttons, balloons, pins, pens, matchbooks, clothing, etc.

CAMPAIGN FINANCE

GOVERNMENT



- ▶ A city or school may not spend public funds for the purpose of influencing an election ([SDCL 12-27-20](#)).
- ▶ No candidate or political committee may accept any contribution from any state, state agency, political subdivision of the state, foreign government, federal agency, or the federal government ([SDCL 12-27-21](#)).

WHO IS RESPONSIBLE FOR ENFORCING CAMPAIGN FINANCE LAWS?

- State's Attorney ([SDCL 12-27-40](#))