



NOTICE TO CANDIDATES

REQUIREMENTS FOR FILING FOR BOARD OF DIRECTORS
GENERAL ELECTION
NOVEMBER 8, 2016

1. Candidate must have been a resident of the City for **at least 30 days**, must be more than 21 years of age, a qualified elector of the City of Hot Springs, and reside in the jurisdiction to be represented.
2. Petition(s) must contain at **least fifty (50) signatures** of qualified electors of the City. (Potential candidates are encouraged to obtain 75-100 signatures to insure they have the required amount). ***Petitions must be signed as signatures appear in the Voter Registration Office.*** (Attachment A)
3. Filing period is Friday, July 29, 2016, until 12-Noon, Friday, August 19, 2016.
4. Petitions must be filed with City Clerk's Office between Friday, July 29, 2016, and the **deadline of 12-Noon, Friday, August 19, 2016.** *Please note that filing closer to the beginning of the filing period will allow more time to gather additional signatures if needed after the verification process.*
5. Statement of Financial Interest must be filed in the **City Clerk's Office** on or before **5:00 p.m., Monday, August 22, 2014.** Forms are included in the packet. (Attachment B)
6. Campaign contribution reports must be filed in the **County Clerk's Office.**
7. Complete attached sample ballot name form as candidate's name is to appear on the ballot. No party affiliation will be designated. (Attachment C)
8. To assist you in the location of your political signs, please find enclosed a copy of Hot Springs Code §16-6-1 regulating the placement and removal of political signs within the City. (Attachment D)
9. NO FILING FEE REQUIRED

OFFICE OF THE CITY CLERK
May 2016

This notice is provided as a courtesy to the candidates and is not intended as a comprehensive list of requirements. Candidates are encouraged to contact the County Clerk and the Secretary of State's Office for information regarding election requirements.