

**INSTRUCTIONS FOR FILING AS A CANDIDATE OF A
MINOR POLITICAL PARTY
2021 MUNICIPAL ELECTION**
(DSBE MPP-DelcoBOE_04-2021)

PLEASE READ CAREFULLY

The following instructions relate to the filing of nomination papers by candidates of minor political parties for public offices in the 2021 Municipal Election. Nomination papers should not be confused with nomination petitions, which are the forms used by candidates to access the primary election ballot for the Democratic Party and Republican Party. There are separate instructions and forms for nomination papers filed by political body candidates.

1. WHO MAY FILE:

Individuals who wish to be candidates of minor political parties must file nomination papers, Form DSBE MPP. The name of each candidate must be listed, **if required by the minor political party's rules**, on the Authorization of Candidacy filed with the Delaware County Bureau of Elections and Notaries by the minor political party named in the nomination papers. A candidate who has filed nomination petitions to appear on the primary election ballot of the Democratic Party or Republican Party may not file nomination papers as a minor political party candidate for the Municipal Election.

2. NAMES OF CANDIDATES:

More than one candidate, and candidates for more than one office, may be nominated by one set of nomination papers, provided that all the signers on each nomination paper are qualified to vote for all the candidates nominated by such nomination paper.

3. NAME OF MINOR POLITICAL PARTY:

The name of the minor political party nominating the candidates named in the nomination paper must be entered on each nomination paper page.

4. NUMBER OF SIGNATURES REQUIRED:

Statewide - As a result of a federal district court order, the Secretary of the Commonwealth is **not enforcing the two percent calculation contained in Section 951(b) of the Pennsylvania Election Code, 25 P.S. § 2911(b), for offices to be filled by the voters of the entire State** to nomination papers filed by the Constitution Party, the Green Party and the Libertarian Party. *See Constitution Party of Pa. v. Cortés*, No. 12-2727 (E.D. Pa. June 30, 2016). Rather, candidates for all statewide offices must gather 2,500 signatures, except for the offices of President of the United States, United States Senator, or Governor, which require 5,000 signatures. Additionally, all candidates for offices other than President and U.S. Senator must gather at least 250 signatures from each of five counties.

District - The minimum number of signatures required on nomination papers for candidates nominated for any office elected by district is equal to two percent of the largest vote cast for any officer, except a judge of a court of record, elected at the last preceding election in the electoral district for which the nomination papers are to be filed, and shall not be less than the number of signers required for nomination petitions of political party candidates for the same office.

5. QUALIFICATIONS OF SIGNERS:

Signers of nomination papers must be qualified registered electors of the Commonwealth and district and of the respective county in which the nomination papers are circulated. Different pages must be circulated for residents of different counties. Each signer must personally sign his/her name. Each signer must also insert his/her printed name, residence and the date of signing on the nomination papers. The elector's signature and residence should match the information that appears on his/her voter registration card. *NOTE:* In the case of an elector having a Rural Route or Rural Delivery address, the township should be listed. As a result of a federal district court order, the Secretary of the Commonwealth is **not enforcing the prohibition on signing more nomination papers than there are persons to be elected and offices to be filled**, in section 951(c) of the Pennsylvania Election Code, 25 P.S. § 2911(c), to nomination papers filed by the Green Party and the Libertarian Party. *See Green Party of Pa. v. Aichele*, 89 F. Supp. 3d 723 (E.D. Pa. 2015).

6. FILING DATES:

The first day to circulate and file nomination papers is March 10, 2021; and the last day to circulate and file is August 2, 2021.

7. STATEMENTS and AFFIDAVITS:

- a) Statement of Circulator - *Every* sheet of the nomination paper must have the "Statement of Circulator" filled in and signed *after* all signatures have been obtained. The Secretary of the Commonwealth **is not enforcing the in-state residency requirement** or the **affidavit** requirement in section 951(d) of the Pennsylvania Election Code, 25 P.S. § 2911(d), to nomination papers for the Green Party and the Libertarian Party. *See Green Party of Pa. v. Aichele*, 89 F. Supp. 3d 723 (E.D. Pa. 2015).
- b) Candidate's Affidavit - Each candidate for public office must execute and file one Candidate's Affidavit with his or her nomination paper. The affidavit must be signed in the presence of a person empowered to take acknowledgments (such as a notary public). The Candidate's Affidavit is printed on a separate form, DSBE-MPPCA, for use with DSBE MPP Nomination Papers. Among other things, the form requests the candidate's election district. "Election District" means the ward, precinct, division or district in which the candidate is registered to vote.
- c) Statement of Financial Interests - Candidates are required to submit with their nomination papers a copy of the State Ethics Commission's Statement of Financial Interests. Candidates should contact the State Ethics Commission, 309 Finance Building, PO Box 11470, Harrisburg, PA 17108-1470, (800) 932-0936. Please refer to the back of the Statement of Financial Interests to find the appropriate office to file the original copy of this form.

8. WHERE TO FILE:

Nomination papers for all county and local offices must be **RECEIVED** in the Delaware County Bureau of Elections, 201 W. Front Street, Ground Floor, Media, PA and must be filed no later than 4:30 p.m. August 2, 2021. All nomination papers, require affidavits. Filing fees are required for the below listed county and local offices.

Nomination papers for all federal and state offices must be **RECEIVED** in the office of the Bureau of Elections and Notaries, in Harrisburg, PA no later than 5 p.m. August 2, 2021. All nomination papers, require affidavits and filing fees.

9. FILING FEES:

Filing fees for nomination papers are the same as the filing fees required for nomination petitions for the same office. All filing fees must be presented with the nomination papers at the time of filing.

The following list of offices and fees pertain to county and local offices only.

- \$100.00 County Wide**
- \$ 50.00 Magisterial District Judge**
- \$ 25.00 City Wide**
- \$ 10.00 Constable**

MONEY ORDER OR CASH ONLY - NO PERSONAL CHECKS ACCEPTED

The filing fee must be presented with the nomination paper and must be made payable to the Delaware County Treasurer. A separate filing fee must be submitted for each candidate named in the nomination paper.

NOTE: All dates and information contained herein are subject to change without notice in the event of passage of any amendatory legislation during the 2021 Session of the Pennsylvania General Assembly.

**Commonwealth of Pennsylvania 2021 Nomination Paper
MINOR POLITICAL PARTY**

OFFICIAL USE ONLY

NOTE: 1. Read the General Instructions Sheet carefully before you fill in Sections A and B, and before you circulate the nomination paper for signatures.
2. You must fill in all information in Sections A and B before you circulate the nomination paper for signatures.

A. PREAMBLE

TO THE SECRETARY OF THE COMMONWEALTH:

We, the undersigned, all of whom are qualified electors of Pennsylvania, of the County, and of the electoral district(s) designated below, hereby nominate the persons designated in "B" below as candidates representing the minor political party named herein.

1. Name of Minor Political Party _____

2. County of Signers _____

B. CANDIDATE INFORMATION

OFFICE TITLE	DISTRICT	NAME OF CANDIDATE	PLACE OF RESIDENCE			OCCUPATION
			House No.	Street or Road	City, Boro or Twp.	

C. SIGNATURES OF ELECTORS

SIGNATURE OF ELECTOR	PRINTED NAME OF ELECTOR	PLACE OF RESIDENCE			DATE OF SIGNING
		House No.	Street or Road	City, Boro or Twp.	
1.					
2.					
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22.					
23.					
24.					
25.					

C. SIGNATURES OF ELECTORS

SIGNATURE OF ELECTOR	PRINTED NAME OF ELECTOR	PLACE OF RESIDENCE			DATE OF SIGNING
		House No.	Street or Road	City, Boro or Twp.	
26.					
27.					
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D. STATEMENT OF CIRCULATOR

I state that my residence is as set forth below; that the signers to the foregoing nomination paper signed the same with full knowledge of the contents thereof; that their residences are correctly stated therein; that they all reside in the county specified below; that each signed on the date set opposite his or her name; and that to the best of my knowledge and belief, the signers are qualified electors of the electoral districts designated in this nomination paper.

By signing below, I agree to submit to the jurisdiction of the Commonwealth of Pennsylvania, regarding any case or controversy arising out of my activities while circulating papers, which shall be governed by the laws of the Commonwealth of Pennsylvania.

_____ County
 County of Paper Signers Residence

I, _____, state that I am the person whom I represent myself to be herein, and I state that the information set forth in this section is true and accurate and made subject to the criminal penalties imposed by law for violation of 18 Pa.C.S. § 4904 (relating to unsworn falsification to authorities).
 Printed Name of Circulator

Signature: _____ Date: _____
 MM/DD/YY

Address of Circulator: _____
 Number Street

 City, Boro or Twp. State Zip Code

NOTE: THIS STATEMENT MUST BE COMPLETED AFTER ALL SIGNATURES HAVE BEEN OBTAINED.

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF STATE
Bureau of Commissions, Elections and Legislation



MINOR POLITICAL PARTY CANDIDATE'S AFFIDAVIT

COMMONWEALTH OF PENNSYLVANIA

SS:

COUNTY OF _____

CANDIDATE'S AFFIDAVIT - I do swear (or affirm) that my residence, my election district and the name of the office for which I desire to be a candidate are as specified below, that I am eligible for said office, and that I will not knowingly violate any election law or any law regulating and limiting nomination and election expenses, and prohibiting corrupt practices in connection therewith; that I am aware of the provisions of Section 1626 of the Pennsylvania Election Code requiring pre-election and post-election reporting of campaign contributions and expenditures; that my name has not been presented as a candidate by nomination petitions for any public office to be voted for at the ensuing primary election, nor have I been nominated by any other nomination papers for any such office; that I am not a candidate for an office which I already hold, the term of which is not set to expire in the same year as the office subject to this affidavit. (A candidate for the office of judge of the court of common pleas, judge of the Philadelphia Municipal Court, school director or justice of the peace (magisterial district judge) may swear or affirm to the above Candidate's Affidavit, if the candidate presented his or her name by nomination petition(s) in a primary and was successfully nominated by a party or parties in such primary for the same office as set forth below.)

I swear (or affirm) to the above parts as required by the laws applicable to the office I seek.

Sworn (or affirmed) and subscribed before me this

_____ day of _____,

20_____.

(SEAL)

Office/District

Signature of Candidate

Printed Name of Candidate

Name as it is to appear on the Ballot

Street Address/Post Office/Zip Code

City/Borough/Township County

Election District of Candidate (District Where Registered To Vote)

(Signature of Person Administering Oath)

My Commission Expires _____

Telephone Number

OFFICE USE ONLY

Form with fields for COUNTY CODE, AMOUNT RECEIVED, POLITICAL, NUMBER OF PARTY, OFFICE, PAPERS, and F/M checkboxes.

DISTRICT

Comments field with a grid of boxes for text entry.

CHECKER

INPUT

VERIFY

AUTHORIZATION OF CANDIDACY

In accordance with the rules of the _____
Party, certified to the Secretary of the Commonwealth pursuant to
Section 804 of the Pennsylvania Election Code, we certify the
attached as a true and correct list of all those persons authorized to
be the candidates of the _____ Party at
the _____ Election to be held on November
_____, 20_____ for the offices specified for each person.

(Chairman)

(Secretary)

Sworn to and subscribed before me

this _____ day of _____,

20_____.

(Signature)

(Official Title)

My commission expires:



COMMONWEALTH OF PENNSYLVANIA
STATE ETHICS COMMISSION

Finance Building
613 North Street, Room 309
Harrisburg, PA 17120-0400
(717) 783-1610 or Toll Free 1-800-932-0936
www.ethics.pa.gov



THIS FORM IS CONSIDERED DEFICIENT IF ANY BLOCK IS NOT COMPLETED OR IF SIGNATURE OR DATE IS MISSING.

SIGN THE FORM USING THE CURRENT DATE. DO NOT BACK DATE SIGNATURE.

THOSE INDIVIDUALS WHO HOLD MORE THAN ONE OFFICE AND/OR POSITION MUST FILE A COPY OF THEIR FORM AT EACH FILING LOCATION.

FILERS MAY USE THE ONLINE FILING SYSTEM AT THE STATE ETHICS COMMISSION'S WEBSITE: WWW.ETHICS.PA.GOV. A PAPER COPY MAY STILL BE REQUIRED TO BE SUBMITTED TO YOUR FILING LOCATION. FILERS SHOULD CHECK WITH THEIR FILING LOCATION FOR REQUIREMENTS.

THIS FORM MUST BE COMPLETED AND FILED BY:

- A Candidates** - Persons seeking elected state, county and local public offices, including first-time candidates, incumbents seeking re-election, and write-in candidates who do not decline nomination/election within 30 days of official certification of same.
- B Nominees** - Persons nominated for public office subject to confirmation.
- C Public Officials** - Persons serving as current state/county/local public officials (elected or appointed). The term includes persons serving as alternates/designees. The term excludes members of purely advisory boards.
- D Public Employees** - Individuals employed by the Commonwealth or a political subdivision who are responsible for taking or recommending official action of a non-ministerial nature with regard to: contracting or procurement; administering or monitoring grants or subsidies; planning or zoning; inspecting, licensing, regulating or auditing any person; or any other activity where the official action has an economic impact of greater than a de minimis nature on the interests of any person. The term does not include individuals whose activities are limited to teaching.

A former public official or former public employee must file the year after termination of service with the governmental body.
- E Solicitors** - Persons elected or appointed to the office of solicitor for political subdivision(s).

IMPORTANT: Please read all instructions carefully prior to completion of form. Also, **review the filing chart (Page 4) for proper filing location.** Any questions may be directed to the State Ethics Commission at (717) 783-1610 or Toll Free at 1-800-932-0936.

This Form is required to be filed pursuant to the provisions of the Public Official and Employee Ethics Act "Ethics Act," 65 Pa C.S. § 1101 et. seq.

STATEMENT OF FINANCIAL INTERESTS INSTRUCTIONS

Please print neatly in capital letters. If you require more space than has been provided, please attach an 8 1/2" x 11" piece of paper to the form. Blocks 01 through 06 are for current information.

- Block 01** Please fill in your last name, first name, middle initial and suffix (if applicable) in the boxes provided. Public office candidates should use the exact name used on official nomination petition or papers.
- Block 02** List an office (business or governmental) or home address and daytime telephone number.
- Block 03** Please check the box or boxes to indicate your status. See definitions on page 1. If you are correcting a prior filing, please check the box designating an amended form.
- Block 04** Please check the appropriate box (seeking, hold, held) for each position you list in the blocks below. List all public position(s) which you are seeking, currently hold, or have held in the prior calendar year. Please be sure to include job titles and official titles such as "member" or "commissioner" (even if serving as an alternate/designee).
- Block 05** Please list all political subdivision(s) agency(ies) as to which you: (1) are presently seeking a public position or public office as a candidate (incumbent or non-incumbent) or nominee; (2) presently hold a public position or public office; and/or (3) previously held a public position or public office during all or any portion of the calendar year listed in block 07. (The term "political subdivision" includes a county, city, borough, incorporated town, township, school district, vocational school, county institution, district, and any authority, entity or body organized by the aforementioned).
- Block 06** Please list your current occupation or profession. This information may be the same as stated in block 04.
- Block 07** List the calendar year for which you are filing this form. Like tax returns, these forms disclose financial information for a prior calendar year. For example, for the form due May 1, 2021, block 07 would read "2020." The information in blocks 08 through 15 should represent financial interests for the calendar year listed.
- Block 08** **REAL ESTATE INTERESTS:** This block contains the address of any property which was involved in transactions (leasing, purchasing, or condemnation proceedings of real estate interests) with the Commonwealth or any other governmental body within the Commonwealth. If you have no direct or indirect interests in such a property, then check "NONE."
- Block 09** **CREDITORS:** This block contains the name and address of any creditor and the interest rate of any debt over \$6,500 regardless of whether such debt is held solely by you or jointly by you and any other individual, including your spouse, where each obligor is fully responsible for the obligation. A joint obligation with other persons for which the filer is responsible only for a proportional share that is less than the reporting threshold, is not required to be reported. **Do not report** a mortgage or equity loan on your home (or secondary home), or loans or credit between you and your spouse, child, parent or sibling. Car loans, credit cards, personal loans and lines of credit must be listed on the form if the balance owed was in excess of \$6,500 at any time during the calendar year. If you do not have any reportable creditor, then check "NONE."
- Block 10** **DIRECT OR INDIRECT SOURCES OF INCOME:** List the name and address of each source of \$1,300 or more of gross income - - including but not limited to gross income from the public position - - regardless of whether such income is received solely by you or jointly by you and another individual, such as a spouse. "Income" includes any money or thing of value received or to be received as a claim on future services or in recognition of services rendered in the past, whether in the form of a payment, fee, salary, expense, allowance, forbearance, forgiveness, interest, dividend, royalty, rent, capital gain, reward, severance payment, proceeds from the sale of a financial interest in a corporation, professional corporation, partnership or other entity resulting from termination/withdrawal therefrom upon assumption of public office or employment or any other form of recompense or combination thereof. The term refers to gross income and includes prize winnings and tax-exempt income but does not include gifts, governmentally-mandated payments or benefits, retirement, pension or annuity payments funded totally by contributions of the public official or employee, or miscellaneous incidental income of minor dependent children. If you do not have ANY reportable source of income, then check "NONE."
- Block 11** ***GIFTS:** For each source of gifts(s) valued at \$250 or more in the aggregate, list the following information: the name and address of the source; the circumstances, including a description of each gift; and the value of the gift(s). **Do not report** political contributions otherwise reportable as required by law, gift(s) from friends or family members (the term "friend" does not include a registered lobbyist or employee of a registered lobbyist), or any commercially-reasonable loan made in the ordinary course of business. The Commission has held that a person cannot be deemed a "friend" if that person and/or a business with which that person is associated is regulated by or has contracts with the public official's governmental body. If you did not receive any reportable gift, then check "NONE."
- Block 12** ***TRANSPORTATION, LODGING OR HOSPITALITY EXPENSES:** List the name and address of each source and the amount of each payment/reimbursement by the source for transportation, lodging or hospitality that you received in connection with your public position if the aggregate amount of such payments/reimbursements by the source exceeds \$650 for the calendar year for which you are reporting. Do not report reimbursements made by a governmental body or by an organization/association of public officials/employees of political subdivisions that you serve in an official capacity. If you do not have any reportable expense payments/reimbursements, then check "NONE."
- Block 13** **OFFICE, DIRECTORSHIP OR EMPLOYMENT IN ANY BUSINESS ENTITY:** List both the name and address of the business entity for any office that you hold (Example: President, Vice President, Secretary, Treasurer), any directorship that you hold (through service on a governing board such as a board of directors), and any employment that you have in any capacity whatsoever as to any business entity. This block focuses solely on your status as an officer, director or employee, regardless of income. If you do not have any office, directorship or employment in any business entity to report, then check "NONE."
- Block 14** **FINANCIAL INTERESTS:** List the name and address and interest held in any business for profit of which you own more than 5% of the equity or more than 5% of the assets of economic interest in indebtedness. If you do not have any such financial interest to report, then check "NONE."
- Block 15** **TRANSFERRED BUSINESS INTERESTS:** List the name and address of any business in which you transferred a financial interest (as defined in block 14 above) to a member of your immediate family (parent, spouse, child, brother or sister), as well as the interest held, relationship to the individual, and date of transfer. If you did not transfer any such business interest, then check "NONE."
- Signature** Please sign the form and enter the current date. **Back dating the form is a violation of law and could result in the initiation of civil, administrative and/or criminal penalties.**

*Please note the Commission has long held that the receipt of things of value, such as gifts, transportation, lodging and hospitality from vendors, those regulated, and others, may form the basis for a conflict of interest under Section 1103(a) of the Ethics Act.

WHO MUST FILE, WHERE TO FILE, AND WHEN TO FILE

WHO MUST FILE	ORIGINAL COPY	ADDITIONAL FILINGS*	WHEN TO FILE
A. STATUS BLOCK A - CANDIDATES Statewide State Senate State House Supreme Court Superior Court Common Pleas Court Traffic Court Municipal Court Commonwealth Court Constables / Deputy Constables	State Ethics Commission	Append to nomination petition when filed with the State Bureau of Elections 210 North Office Building Harrisburg, PA 17120-0029	ON OR BEFORE THE LAST DAY FOR FILING A PETITION TO APPEAR ON THE BALLOT FOR ELECTION
Countywide City Borough Township Municipality (home rule charter)	File with the Clerk/ Secretary in the Municipality in which you are a candidate	Append to nomination petition when filed with County Board of Elections	
Magisterial District Judges	File with the County in which the Magisterial District is located		
School Director	File in the School District where you are a candidate		
Announced Write-in Unannounced Write-in Winners of Nominations Unannounced Write-in Winners of Elections	For state office file with State Ethics Commission . For county or local office file with governing authority of political subdivision.	No additional copy required	
B. STATUS BLOCK B - NOMINEE State Level County/Local Level	State Ethics Commission Governing authority of political subdivision	File with the Official or Body vested with the power of confirmation	Within 30 days of official certification of having been nominated or elected unless such person declines the nomination or office within that time frame. 10 days before official or body approves or rejects the nomination.
C. STATUS BLOCK C - PUBLIC OFFICIAL Commonwealth Public Officials such as: Members of Boards and Commissions (including alternates/designees); Heads of executive, legislative and independent agencies, boards and commissions; and persons appointed to positions designated as offices. State House Member State Senate Member	State Ethics Commission	File with <u>each</u> Agency, Board, Commission, Department, or Government Body in which employed or to which appointed. (make additional copies if needed)	FILE NO LATER THAN MAY 1 OF EACH YEAR A POSITION IS HELD AND OF THE YEAR AFTER LEAVING SUCH A POSITION.
Local Public Officials serving in/as: Counties; Boroughs; Townships; Home Rule Municipalities; Municipal Authorities; School Districts Incumbent Judges and Magisterial District Judges who are not candidates file a Statement of Financial Interests for Judicial Officers with the Administrative Office of Pennsylvania Courts (AOPC).	File only with the governing authority of the respective local political subdivision	Additional copy is not required to be filed (unless serving in multiple capacities, then file with <u>each</u> entity as required)	
Constables / Deputy Constables	State Ethics Commission		
D. STATUS BLOCK D - PUBLIC EMPLOYEE Commonwealth PUBLIC EMPLOYEE (Executive, Leg. & Independent Agencies)	File only with your Employer		
County City Borough Township Municipal (home rule) Municipal Authority School District	} EMPLOYEE File only with your political subdivision	No additional copy required	
E. STATUS BLOCK E - SOLICITOR	File with the governing authority of <u>each</u> political subdivision for which you are Solicitor	Additional copy is not required to be filed (unless serving in multiple capacities, then file with <u>each</u> entity as required)	

*** FILER IS RESPONSIBLE FOR MAKING ANY ADDITIONAL COPIES.**