

**COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF STATE**

**INSTRUCTIONS FOR FILING AS A CANDIDATE OF A POLITICAL BODY
2025 MUNICIPAL ELECTION**

PLEASE READ CAREFULLY

The following instructions relate to the filing of nomination papers by candidates of political bodies for public offices.

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.

1. WHO MAY FILE:

Individuals who wish to be candidates of political bodies must file nomination papers, Form DSBE PB. Any person who is a registered and enrolled member of a political party during any period of time beginning with thirty (30) days before the primary and extending through the General or Municipal Election is not eligible to be the candidate of a political body in the General or Municipal Election held in the same year. A candidate for election at a special election may not be a registered and enrolled member of a party.

2. NAMES OF CANDIDATES:

The name of each candidate, their occupation, and their place of residence with street and number must be listed. The office for which such candidate is nominated (including district number if applicable) must also be listed. 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 POLITICAL BODY:

The name of the political body nominating the candidates named in the nomination paper must be entered on each nomination paper page. Such name cannot be more than three (3) words and shall not be identical or deceptively similar to any words used in the name of an existing political party, or of any political body that has already filed nomination papers for the same office.

4. COMMITTEE TO FILL VACANCIES:

A committee of three (3) to five (5) persons must be listed on the nomination papers in the spaces provided. The names of the committee members must be listed on each page of the nomination paper. This committee is empowered to nominate persons to fill a vacancy in the nomination should it occur. The Pennsylvania Election Code does not specify the qualifications of the members of this committee.

5. 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* Order at 1-2, *Constitution Party of Pa. v. Cortés*, No. 12-2726 (E.D. Pa. Feb. 1, 2018). 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.

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. The Bureau of Elections will furnish the figures for all offices for which nomination papers are filed with the Secretary of the Commonwealth. For other offices, consult your County Board of Elections.

6. 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 their name. Each signer must also insert their printed name, residence, and the date of signing on the nomination papers. The date of signing may be expressed in words or numbers (e.g., March 12, 2025, or 3/12/25). The elector's signature and residence should match the information that appears on their 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), for 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).

7. FILING DATES:

The first day to circulate and file nomination papers is March 12, 2025, and the last day to circulate and file is August 1, 2025.

8. STATEMENTS AND AFFIDAVITS:

- a) Statement of Circulator - *Every* nomination paper page must have the "Statement of Circulator" filled in and signed *after* all signatures have been obtained. Recent amendments to section 951(d) of the Pennsylvania Election Code, 25 P.S. § 2911(d), have eliminated the **in-state residency requirement** and the **affidavit requirement** for circulators of nomination papers for all political bodies.

- b) Candidate's Affidavit - Each candidate for public office must execute and file one Candidate's Affidavit with their nomination paper. The Candidate's Affidavit is a separate form and may be obtained from the Bureau of Elections, Room 210 North Office Building, Harrisburg, PA 17120. Act 2020-15, signed into law on April 20, 2020, allows a candidate to sign an unsworn statement and submit it along with the candidate's affidavit and paper packet instead of notarizing the candidate's affidavit. The unsworn statement will be available for download on the Department's Running for Office web page.
- c) Statement of Financial Interests - Candidates for all public offices, except President and Vice President of the United States, United States Senator, and Representative in Congress, 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 with questions regarding the Statement of Financial Interests form. Please refer to the back of the Statement of Financial Interests to find the appropriate office in which to file the original copy of this form.

9. ASSEMBLING NOMINATION PAPERS:

Each page must be numbered consecutively. Pages are double-sided; the front and back must reflect the same page number.

10. WHERE TO FILE:

Nomination papers for all county and local offices must be filed in the office of the County Board of Elections. All nomination papers, required affidavits, and filing fees for federal and state offices must be **RECEIVED** in the office of the Bureau of Elections, Room 201 North Office Building, Harrisburg, PA 17120 no later than 5:00 P.M. on August 1, 2025.

11. FILING FEES:

For Statewide offices (Superior Court and Commonwealth Court), the filing fee is \$200.00. For district offices (Court of Common Pleas and Municipal Court), the filing fee is \$100.00. The filing fee must be presented with the nomination paper and must be made by **CERTIFIED CHECK** or **MONEY ORDER** payable to the Commonwealth of Pennsylvania. 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 2025 Session of the Pennsylvania General Assembly.

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POLITICAL BODY

**DELAWARE COUNTY INFORMATION FOR
COUNTY and LOCAL NOMINATION PAPERS
(DSBE PB-Delco BOE)**

PLEASE READ CAREFULLY

The following information is a supplement to the Commonwealth of Pennsylvania's Instructions for filing as a candidate of a Political Body.

You may download the Nomination Paper, Political Body packet on the Bureau of Elections webpage, www.delcopa.gov/vote/candidates.

1. **NUMBER OF SIGNERS:** For all county or local level nominations, the minimum number of signatures required is two (2) percent of the largest entire vote cast for any officer (except a judge of a court of record) elected at the last preceding election held in the same electoral district, but it may not be less than the number required for nomination petitions for political party candidates for the same office (exceptions to this rule apply to new electoral districts). The Delaware County Bureau of Elections will furnish the figures for all offices for which nomination papers are filed with the County Bureau of Elections.
 - You may email or call the Bureau of Elections for the signature count needed for the local office you are seeking.
 - Telephone - 610-891-VOTE
 - Email DelcoElection@co.Delaware.PA.US
2. **ASSEMBLING NOMINATION PAPERS:** When more than one page is used, they must be fastened or bound together, and each page must be numbered consecutively.
3. **CANDIDATE'S AFFIDAVIT AND ETHICS STATEMENT:** Each candidate for public office must sign and submit *one* CANDIDATE'S AFFIDAVIT per set of nomination papers. The CANDIDATE'S AFFIDAVIT is a separate form and may be obtained from the **Delaware County Bureau of Elections, 201 W. Front Street, Ground Floor, Media, PA 19063 or on our webpage (www.delcopa.gov/vote/candidates)**. Act 2020-15, signed into law on April 20, 2020, allows a candidate to sign an unsworn statement and submit it along with the candidate's affidavit and paper packet instead of notarizing the candidate's affidavit. The unsworn statement is part of the Delaware County Nomination Paper packet.
4. Each candidate for **County or local level public office** must submit with their nomination papers a copy of the Statement of Financial Interests, the form is required to be filed with the governing office overseeing the office sought. Refer to the reverse side of the Statement of Financial Interest form to determine the proper location.
5. **FILING FEES:** County and Local Offices
 - \$100.00 County Wide Offices**
 - **County Council**
 - **Controller**
 - **Register of Wills**
 - **Sheriff**
 - \$ 50.00 Magisterial District Judge**
 - \$ 25.00 City Council**
 - \$ 10.00 Constable**

The filing fee must be presented with the nomination paper and must be made by CERTIFIED CHECK or MONEY ORDER payable to the Delaware County Treasurer. A separate filing fee must be submitted for each candidate named in the nomination paper.
6. **TIME AND PLACE TO FILE:** County and Local Offices

Nomination papers for offices supervised by the Delaware County Bureau of Elections are filed in the Delaware County Bureau of Elections, 201W. Front Street, Ground Floor, Media, PA and must be filed no later than 4:30 P.M. on the August 1, 2025 deadline.

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POLITICAL BODY CANDIDATE'S AFFIDAVIT

COMMONWEALTH OF PENNSYLVANIA

COUNTY OF _____

Name: _____, _____, _____, _____
 Last Name First Name Middle Name or Initial Suffix

Residential Address: _____

City: _____ State: _____ Zip Code: _____

Municipality (City, Boro, or Township): _____ Gender: F ☐ M ☐ NB ☐

Mailing Address (if different from residential): _____

City: _____ State: _____ Zip Code: _____

Election District of Candidate (district where registered to vote): _____

Office for which you are seeking nomination: _____

Email address: _____

Name as it is to appear on the Ballot: _____

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 if I am a candidate for election at a general or municipal election I shall not be a registered and enrolled member of a political party at any time during the period of thirty (30) days prior to the primary up to and including the day of the following general or municipal election, or if I am a candidate for election at a special election I am not a registered and enrolled member of a political party; 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.

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____

Signature of Officer Administering Affirmation

Signature of Candidate

Official Title

Telephone Number

My commission expires_____

County of Residence

OFFICE USE ONLY

<div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto;"></div>	<div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto;"></div>	COUNTY CODE	\$	<div style="border-bottom: 1px solid black; height: 1.2em; width: 100%;"></div>	F <input type="checkbox"/>	M <input type="checkbox"/>	NB <input type="checkbox"/>	
AMOUNT RECEIVED								
<div style="border: 1px solid black; width: 30px; height: 30px; margin: 0 auto;"></div>	<div style="border: 1px solid black; width: 30px; height: 30px; margin: 0 auto;"></div>	<div style="border: 1px solid black; width: 30px; height: 30px; margin: 0 auto;"></div>	<div style="border: 1px solid black; width: 100px; height: 30px; margin: 0 auto;"></div>					
OFFICE	DISTRICT	POLITICAL PARTY	NUMBER OF PAPERS					
<div style="border: 1px solid black; width: 100%; height: 30px; margin: 0 auto;"></div>								COMMENTS
		CHECKER	INPUT			VERIFY		

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Commonwealth of Pennsylvania 2025 NOMINATION PAPER

NOTE: You must fill in all information in A, B & C before you begin collecting 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 political body named herein, and also appoint the persons designated in “C” below as the committee authorized to fill any vacancy caused by the death or withdrawal of any such candidates.

1. Name of Political Body _____
(No more than 3 words)

2. County of Signers _____

OFFICIAL USE ONLY

B. CANDIDATE INFORMATION

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

C. COMMITTEE TO FILL VACANCIES (Required)	PLACE OF RESIDENCE		
	House No.	Street or Road	City, Boro or Twp.
Must name 3, 4 or 5 committee members			
1.			
2.			
3.			
4.			
5.			

D. 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.					
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3.					
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16.					
17.					
18.					
19.					
20.					

D. SIGNATURES OF ELECTORS (Continued)

SIGNATURE OF ELECTOR	PRINTED NAME OF ELECTOR	PLACE OF RESIDENCE			DATE OF SIGNING
		House No.	Street or Road	City, Boro or Twp.	
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E. 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, _____,

Printed Name of Circulator

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).

Signature: _____

Date: _____

MM/DD/YY

Address of Circulator:

NumberStreet

City, Boro or Twp.StateZip Code

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



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
ra-ethicswebmaster@pa.gov
Fax: (717) 787-0806



STATEMENT OF FINANCIAL INTERESTS

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

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

YOU MAY FILE ONLINE AT: 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 Commonwealth or political subdivision.**
- 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 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.

The 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** Enter your last name, first name, middle initial and suffix (if applicable) in the spaces 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** Check the box or boxes to indicate your status. See definitions on front page. If you are correcting a prior filing, please check the box designating an amended form.
- Block 04** 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** List all Commonwealth agency(ies) or political subdivision(s) 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 public office(s) or public employment; and/or (3) previously held a public office(s) or public employment 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** 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, the form discloses financial information for a prior calendar year. For example, for the form due May 1, 2025, block 07 would read "2024." The information in blocks 08 through 15 should represent financial interests for the calendar year listed in Block 7.
- Block 08** **REAL ESTATE INTERESTS:** List 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:** List 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. Filers are not required to list income amounts. If you do not have ANY reportable source of income, then check "NONE."
- Block 11** ***GIFTS:** For each source of gift(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 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** 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.

STATEMENT OF FINANCIAL INTERESTS
SEE INSTRUCTIONS FOR ADDITIONAL DETAILS

01	LAST NAME	FIRST NAME	MI	SUFFIX

02	ADDRESS office (business or governmental) or home	City	State	Zip Code	Area Code	Phone
					()	

NOTE: IF YOU ARE INCLUDING ATTACHMENTS, DO NOT INCLUDE ANYTHING THAT BEARS YOUR SOCIAL SECURITY NUMBER OR FINANCIAL ACCOUNT NUMBERS.

03	STATUS	Check applicable box or boxes, more than one box may be marked.				<input type="checkbox"/> Check this box if you are amending an original filing
	A <input type="checkbox"/> Candidate (including write-in)	C <input type="checkbox"/> Public Official (Current)	D <input type="checkbox"/> Public Employee (Current)	E <input type="checkbox"/> Check this box if you are filing as a solicitor		
	B <input type="checkbox"/> Nominee	C <input type="checkbox"/> Public Official (Former)	D <input type="checkbox"/> Public Employee (Former)			

04	PUBLIC OFFICE OR PUBLIC EMPLOYMENT	(i.e. administrator, member, Commissioner, job title, etc.)	<input type="checkbox"/> seeking	<input type="checkbox"/> hold	<input type="checkbox"/> held
A					
			<input type="checkbox"/> seeking	<input type="checkbox"/> hold	<input type="checkbox"/> held
B					

05	GOVERNMENTAL BODY	in which you are/were an Official, Employee, Candidate or Nominee (e.g., dept, agency, authority, borough, board, commission, county, school district, twp, etc.)
A		
B		

06	OCCUPATION OR PROFESSION (This may be the same as block 4)	07 YEAR SEE INSTRUCTIONS
		Information in blocks 8-15 represents disclosure for the calendar year listed here: 2 0

08	REAL ESTATE INTERESTS involved in transactions with the Commonwealth, any of its agencies, or a political subdivision	If NONE, check this box <input type="checkbox"/>
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09	CREDITORS TO WHOM IS OWED MORE THAN \$6,500	If NONE, check this box <input type="checkbox"/>
	Name: Address: Interest Rate	

10	DIRECT OR INDIRECT SOURCES OF INCOME OF \$1,300 OR MORE, including (but not limited to) all employment	If NONE, check this box <input type="checkbox"/>
	Name: Address: (OFFICIAL USE ONLY)	

11	GIFTS VALUED AT \$250 OR MORE IN THE AGGREGATE	If NONE, check this box <input type="checkbox"/>
	Source of Gift Value of Gift	
	Address of Source of Gift Circumstances (including description) of Gift	

12	TRANSPORTATION, LODGING OR HOSPITALITY WHERE ACTUAL EXPENSES EXCEEDED \$650 IN THE AGGREGATE	If NONE, check this box <input type="checkbox"/>
	Source (Name and Address) Value	

13	OFFICE, DIRECTORSHIP OR EMPLOYMENT IN ANY BUSINESS	If NONE, check this box <input type="checkbox"/>
	Business Entity (Name and Address) Position Held (i.e., officer, director, employee, etc.)	

14	FINANCIAL INTEREST IN ANY LEGAL ENTITY IN BUSINESS FOR PROFIT	If NONE, check this box <input type="checkbox"/>
	Business (Name and Address) Interest Held (i.e., 5%, 10%, etc.)	

15	BUSINESS INTERESTS TRANSFERRED TO IMMEDIATE FAMILY MEMBER	If NONE, check this box <input type="checkbox"/>
	Business (Name and Address) Interest Held Relationship Date Transferred	
	Transferee (Name and Address)	

The undersigned hereby affirms that the foregoing information is true and correct to the best of said person's knowledge, information and belief, said affirmation being made subject to the penalties prescribed by 18 Pa.C.S. §4904 (unsworn falsification to authorities) and the Public Official and Employee Ethics Act, 65 Pa.C.S. §1109(b).

Signature _____ Enter Current Date _____

THIS FORM IS CONSIDERED DEFICIENT IF ANY BLOCK ABOVE IS NOT COMPLETED. MAKE A COPY FOR YOUR RECORDS.
SIGN THE FORM USING CURRENT DATE. DO NOT BACK DATE SIGNATURE.

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	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
Constables / Deputy Constables	State Ethics Commission	Append to nomination petition when filed with County Board of Elections	
Countywide City Borough Township Municipality (home rule charter)	File with the Clerk/ Secretary in the Municipality in which you are a candidate		
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	For state office file with State Ethics Commission . For county or local office file with governing authority of political subdivision.	No additional copy required	Within 30 days of official certification of having been nominated or elected unless such person declines the nomination or office within that time frame.
Unannounced Write-in Winners of Nominations			
Unannounced Write-in Winners of Elections			
B. STATUS BLOCK B - NOMINEE State Level	State Ethics Commission	File with the Official or Body vested with the power of confirmation	10 days before official or body approves or rejects the nomination.
County/Local Level	Governing authority of political subdivision		
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 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.
State House Member State Senate Member	State Ethics Commission	File with the House Chief Clerk or Senate Secretary (whichever applies)	
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	No additional copy required	
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		
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.



Bureau of Elections

717-787-5280

**CANDIDATE DECLARATION to be attached to CANDIDATE'S AFFIDAVIT
where notarized statement is not available**

CANDIDATE DECLARATION - I declare that my residence, my election district and the title of the office for which I desire to be a candidate are as contained in the attached document, that I am eligible for said office, 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 unless I am a candidate for Judge of a Court of Common Pleas, the Philadelphia Municipal Court or the office of school board in a district where that office is elective or the office of magisterial district judge, my name has not been presented as a candidate by nomination petitions of any other party for the same office; that if I am a candidate for any office of a political party I am a registered and enrolled member of such party; that if I am a candidate for Committee Delegate or Alternate Delegate to the National Convention the name of the candidate to whom I am committed is as indicated on my nomination petition and that my signature on the Delegate's Statement was affixed to each page of my nomination petition prior to circulation of same; that I am not a candidate for an office which I already hold, the term of which is not set to expire on the same year as the office subject to the accompanying affidavit.

I declare under penalty of perjury under the law of the Commonwealth of Pennsylvania that the foregoing is true and correct.

Signed on the _____ (date) day of _____ (month), _____ (year), at
_____ (county or other location, and state), _____ (country).

(printed name)

(signature)

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF STATE
BUREAU OF ELECTIONS

2025 PENNSYLVANIA ELECTIONS IMPORTANT DATES TO REMEMBER

First day to circulate and file nomination petitions.....	February 18
Last day to circulate and file nomination petitions.....	March 11
First day to circulate and file nomination papers.....	March 12
Last day to file objections to nomination petitions.....	March 18
Ballot lottery	March 19
Last day for withdrawal by candidates who filed nomination petitions.....	March 26
Last day to REGISTER to vote in the primary	May 5
Last day to apply for a mail-in or civilian absentee ballot.....	May 13
Last day for County Boards of Elections to receive voted mail-in and civilian absentee ballots (must be received by 8:00 P.M.).....	May 20
MUNICIPAL PRIMARY	May 20
Last day for County Boards of Elections to receive voted military and overseas absentee ballots (submitted for delivery no later than 11:59 P.M. on May 19)	May 27
Last day to circulate and file nomination papers	August 1
Last day to file objections to nomination papers.....	August 8
Last day for withdrawal by candidates nominated by nomination papers.....	August 8
Last day for withdrawal by candidates nominated at the primary	August 11
Last day to REGISTER to vote in the November election.....	October 20
Last day to apply for a mail-in or civilian absentee ballot.....	October 28
Last day for County Boards of Elections to receive voted mail-in and civilian absentee ballots (must be received by 8:00 P.M.).....	November 4
MUNICIPAL ELECTION	November 4
Last day for County Boards of Elections to receive voted military and overseas absentee ballots (submitted for delivery no later than 11:59 P.M. on November 3).....	November 12
<i>(Since November 11 is a legal holiday, the deadline moves to the next business day, which is November 12, 2025. 25 P.S. § 2603(e)).</i>	

Note: All dates in this calendar are subject to change without notice



2025 Campaign Finance Reporting Dates

Not applicable to candidates running for Federal offices

Type of Report	Cycle	Complete as of	Filing Deadline**
2024 Annual Report	Cycle 7	December 31, 2024	January 31, 2025
6 th Tuesday Pre-Primary*	Cycle 1	March 31, 2025	April 8, 2025
2 nd Friday Pre-Primary	Cycle 2	May 5, 2025	May 9, 2025
24-Hour Reporting (Daily)	Cycle 10	Starts May 6, 2025	Through and including May 20, 2025
30 Day Post-Primary	Cycle 3	June 9, 2025	June 20, 2025
6 th Tuesday Pre-Election*	Cycle 4	September 15, 2025	September 23, 2025
2 nd Friday Pre-Election	Cycle 5	October 20, 2025	October 24, 2025
24-Hour Reporting (Daily)	Cycle 11	Starts October 21, 2025	Through and including November 4, 2025
30 Day Post-Election	Cycle 6	November 24, 2025	December 4, 2025
2025 Annual Report	Cycle 7	December 31, 2025	February 2, 2026

* You are **only** required to file these reports if you are a **candidate for a statewide office, an authorized committee for such a candidate, or a committee contributing to candidates** for statewide office.

For your report to be accepted as timely filed, you must postmark your report **at least one day prior to the filing deadline.

Your notarized cover page **must be received in our office ten calendar days (including weekends) after the filing deadline. Postmarks will **not** be accepted.

NOTE: All dates are **subject to change** without notice in the event of passage of any amendatory legislation.

Office of Campaign Finance & Lobbying Disclosure

500 North Office Building | Harrisburg, PA 17120 | Website: www.dos.pa.gov/campaignfinance
Telephone (717) 787-5280 (Option 4) | Fax (717) 213-8083 | Email: ra-stcampaignfinance@pa.gov

SIXTH TUESDAY PRE-PRIMARY or PRE-ELECTION REPORTS are required to be filed *only* by candidates for statewide office, their authorized candidate committees, and any political committee or lobbyist that has made an expenditure to influence the election of a statewide candidate. In 2025, statewide offices appearing on the ballot include the following:

**JUSTICE OF THE SUPREME COURT
JUDGE OF THE SUPERIOR COURT
JUDGE OF THE COMMONWEALTH COURT**

Political committees/lobbyists that have not made an expenditure to influence the election of a candidate for the statewide offices listed above do not need to file the Sixth Tuesday Pre Primary/Election report.

SECOND FRIDAY PRE- and THIRTY DAY POST-PRIMARY or ELECTION REPORTS are required to be filed by all candidates appearing on the ballot and all political committees and lobbyists that have made expenditures to influence the election of such candidates. In 2025, offices appearing on the ballot include:

**JUSTICE OF THE SUPREME COURT
JUDGE OF THE SUPERIOR COURT
JUDGE OF THE COMMONWEALTH COURT
JUDGE OF THE COURT OF COMMON PLEAS
JUDGE OF THE MUNICIPAL COURT (PHILADELPHIA COUNTY)
ALL LOCAL/MUNICIPAL OFFICES (FILE WITH APPROPRIATE COUNTY BOARD OF ELECTIONS)**

ANNUAL REPORTS must be filed by *all* candidates, political committees and contributing lobbyists that have not filed a termination report.

****SPECIAL ELECTIONS**** - In the event of any special election, candidates and committees should contact our bureau regarding reporting requirements and filing deadlines. A separate report will need to be filed for each Special Election Cycle. Special Elections do not follow the reporting dates for Cycles 1-7. Information regarding Special Election reporting dates can be found on our [website](#).

PENALTIES - In accordance with the Campaign Finance Reporting Law, those who file required reports after the filing deadline are assessed a late filing fee of \$20 per day for the first six days that a report is late, and \$10 per day thereafter, up to a maximum penalty of \$250 for each report.

NOTARIZED COVER PAGES - The Department allows ten (10) calendar days for the notarized cover page to be received in our office before the report is marked late. In the event that the notarized cover page is not received timely, a late fee will be assessed *from the date of the report filing deadline*. The Department does not accept postmarks for the cover pages.

POLITICAL COMMITTEE TREASURERS - It is the treasurer's responsibility to file required committee reports. Keep this schedule available for reference prior to each reporting deadline. If you need a reporting form, you may print one from the Department's [website](#) or request one from the bureau. You may also file your report online. From the website, select the link to Campaign Finance and then to Online Filing for more information. Please remember that all reports must include your filer identification number on the cover page.

24 HOUR REPORTING - Section 1628 of the Campaign Expense Reporting Law, 25 P.S. § 3248, requires any candidate or political committee, authorized by a candidate and created solely for the purpose of influencing an election on behalf of that candidate, which receives any contribution or pledge of five hundred dollars (\$500) or more, or any person making an independent expenditure of five hundred dollars (\$500) or more after the final pre-election/pre-primary report has been deemed completed shall report such contribution or expenditure to the appropriate supervisor. The candidate, chairperson or treasurer of the political committee shall send the report of late contributions within twenty-four (24) hours of receipt of the contribution. The same shall apply to persons making independent expenditures. The bureau will accept the filing of *24 Hour Reports* by facsimile at 717-705-0721, via e-mail at: ra-stcampaignfinance@pa.gov or [online](#). The filing of reports by facsimile or e-mail is permitted *only* for *24 Hour Reports*; it is not permitted for filing other campaign finance reports. The filing of late contribution reports does not remove the obligation to also report those contributions on the appropriate post-election/post-primary expense report filing and they should also be included in a post-election report. Please contact our office for specific reporting dates for late contribution reports.

QUESTIONS - If you have any questions about Pennsylvania's Campaign Finance Reporting Law or reporting requirements, please direct them to the bureau's Division of Campaign Finance at 717-787-5280, option 4 or via e-mail at ra-stcampaignfinance@pa.gov.