(Nomination Paper Template/Guide – Voter Facing)

The attached samples and guides are intended to assist candidates in ensuring nomination papers contain all required information so that signatures are not struck and that they can achieve ballot access by submitting the required number of signatures necessary per statute.

The attached samples and guides are not a substitute for reading and understanding the statutory and administrative code provisions that govern nomination papers. "Each candidate for public office has the responsibility to assure that his or her nomination papers are prepared, circulated, signed and filed in compliance with statutory and other legal requirements." Wis. Admin. Code EL § 2.05(1).

The requirements and standards related to nomination papers, sufficiency of information contained on nomination papers and reasons the sufficiency of nomination paper could be challenged are governed generally by Wis. Stat. ch. 8 and Wis. Admin Code Ch. EL 2.

- Wis. Stat. § 8.10 governs the requirements for non-partisan nomination papers for elections generally in the spring
- Wis. Stat. § 8.15 governs the requirements for partisan nomination papers for election generally in the fall
- Wis. Stat. § 8.20 governs the requirements for nomination papers of independent candidates
- Wis. Admin. Code EL § 2.05 outlines the "Treatment and sufficiency of nomination papers."
- Wis. Admin. Code EL § 2.07 outlines the process that an individual would take to challenge the sufficiency of a candidate's nomination papers, and reasons why a nomination paper could be challenged and how those challenges are handled.

For additional questions, please contact the Wisconsin Elections Commission at (608)261-2028 or elections@wi.gov.

Sample Nomination Paper Header for Partisan Office

NOMINATION PAPER FOR PARTISAN OFFICE

Candidate's name (**required**); no titles may be used.	Candidate's residential address (**required**) *No P.O. box addresses* Street, fire, or rural route number; box number (if rural route); and name of street or road	Candidate's municipality for voting purposes (**required**). ☑ Town of ☐ Village of ☐ City of
① Jill Jones	② 123 Main St.	③ Westport (name of municipality)

Candidate's mailing address, including municipality for mailing purposes (**required** if different than residential address or voting municipality)	State (**required**)	Zip code	Type of election (**required**) ☑ general ☐ special	General Election date (**required**) Mo/Day/Year	(**Required**) Name of Party or Statement of Principle (5 words or less)
④ 123 Main St. Madison	WI	⑤ 53712	⑥	⑦ 11/03/2020	⑧ Packers Party

Title of office (**required**)	District or Jurisdiction (**required** if applicable) ☑ District number 79 ☐ Jurisdiction (county)	Name of jurisdiction or district in which candidate seeks office (**required**)
⑨ Representative to the Assembly – 79th District	⑩	⑪ Wisconsin's 79th Assembly District

I, the undersigned, request that the candidate, whose name and residential address are listed above, be placed on the ballot at the election described above as a candidate representing the party or statement of principle indicated above, so that voters will have the opportunity to vote for ☐ him or ☐ her for the office listed above. I am eligible to vote in the jurisdiction or district in which the candidate named above seeks office. I have not signed the nomination paper of any other candidate for the same office at this election.

The municipality used for mailing purposes, when different than municipality of residence, is not sufficient. The name of the municipality of residence must always be listed.

Signatures of Electors	Printed Name of Electors	Residential Address *(No P.O. Box Addresses)* Street and Number or Rural Route (Rural address must also include box or fire no)	Municipality of Residence Check the type and write the name of your municipality for voting purposes	Date of Signing Mo/Day/Year
1.			☐ Town ☐ Village ☐ City	
2.			☐ Town ☐ Village ☐ City	
3.			☐ Town ☐ Village ☐ City	
4.			☐ Town ☐ Village ☐ City	
5.			☐ Town ☐ Village ☐ City	
6.			☐ Town ☐ Village ☐ City	
7.			☐ Town ☐ Village ☐ City	
8.			☐ Town ☐ Village ☐ City	
9.			☐ Town ☐ Village ☐ City	
10.			☐ Town ☐ Village ☐ City	

CERTIFICATION OF CIRCULATOR

I, _____, certify: I reside at _____
(Name of circulator)   (Circulator's residential address - **include number, street, and municipality**)

I further certify I am either a qualified elector of Wisconsin, or a U.S. citizen, age 18 or older who, if I were a resident of this state, would not be disqualified from voting under Wis. Stat. § 6.03. I personally circulated this nomination paper and personally obtained each of the signatures on this paper. I know that the signers are electors of the jurisdiction or district the candidate seeks to represent. I know that each person signed the paper with full knowledge of its content on the date indicated opposite his or her name. I know their respective residences given. I intend to support this candidate. I am aware that falsifying this certification is punishable under Wis. Stat. § 12.13(3)(a).

_____   _____   Page No. ____
(Date)   (Signature of circulator)

1. Insert your name with no titles.
2. Insert your voting address without the municipality.
3. Insert your voting municipality and check off the type of municipality (town, village, or city).
4. If your mailing address is different, such as you have a PO Box or your mailing municipality is different than your voting municipality, insert it here. Examples include: PO Box 987 Middleton, 567 First St.
5. Enter your zip code.
6. Check off the type of election.
7. Enter the date of the election. Do not put the primary date.
8. Enter your party name here. Examples include Democratic Party or Republican Party. You may enter your own party/statement of principle.
9. Enter the title of office. Examples include State Senator, United States Senate, and County Clerk.
10. If applicable, check off the District and enter the number or check off the jurisdiction and enter the county name.
11. Enter the whole jurisdiction or district here. Examples include Wisconsin State Senate District 7, Green County, and Congressional District 2.

Sample Completed Nomination Paper

NOMINATION PAPER FOR PARTISAN OFFICE

Candidate's name (required); no titles may be used.	Candidate's residential address (required) *No P.O. box addresses* Street, fire, or rural route number; box number (if rural route); and name of street or road	Candidate's municipality for voting purposes (required).
David Smith	**111 Lake St.**	☐ Town of ☐ Village of ☑ City of **Sister Bay** (name of municipality)

Candidate's mailing address, including municipality for mailing purposes (required if different than residential address or voting municipality)	State (required)	Zip code	Type of election (required)	General Election date (required) Mo/Day/Year	(Required) Name of Party or Statement of Principle (5 words or less)
PO Box 12345 Sister Bav	**WI**	**54235**	☑ general ☐ special	**11/03/2020**	**Independent**

Title of office (required)	District or Jurisdiction (required if applicable)	Name of jurisdiction or district in which candidate seeks office (required)
State Senator – 1st District	☑ District number **1** ☐ Jurisdiction (county)	**Wisconsin's 1st State Senate District**

I, the undersigned, request that the candidate, whose name and residential address are listed above, be placed on the ballot at the election described above as a candidate representing the party or statement of principle indicated above, so that voters will have the opportunity to vote for ☐ him or ☐ her for the office listed above. I am eligible to vote in the jurisdiction or district in which the candidate named above seeks office. I have not signed the nomination paper of any other candidate for the same office at this election.

The municipality used for mailing purposes, when different than municipality of residence, is not sufficient. The name of the municipality of residence must always be listed.

	Signatures of Electors	Printed Name of Electors	Residential Address *(No P.O. box Addresses)* Street and Number or Rural Route (Rural address must also include box or fire no)	Municipality of Residence Check the type and write the name of your municipality for voting purposes	Date of Signing Mo/Day/Year	
1.	*Rich Ridecky*	Rich Ridecky	9494 Second St.	☐ Town ☐ Village ☐ City **Sis Bay**	5/1/2020	✅
2.	*David Smith*	D. Smith	111 Lake St.	☐ Town ☐ Village ☐ City " "		✅
3.	*Aaron Hoog*	Aaron Hoog	⬭ Third St.	☐ Town ☐ Village ☑ City **Sister Bay**	5/1/2020	❌
4.	*Cory Davis*	Cory Davis	9423 2nd St. Sister Bay	☐ Town ☐ Village ☐ City	5/1/2020	✅
5.	⬭	Ryan Wontman	1949 2nd St.	☐ Town ☑ Village ☐ City **Sister Bay**	5/1/2020	❌
6.	*Robby*	Robby ⬭W.	1848 Third St.	☐ Town ☐ Village ☑ City **Sister Bay**	5/1/2020	❌
7.	*Ally Cowley*	Ally Cowley	212 E. Washington	☐ Town ☑ Village ☐ City **Madison**	5/1/2020	❌
8.	*Brittany Hallson*	Brittany Hallson	789 River Ave.	☑ Town ☐ Village ☐ City **Egg Harbor**	5/5/2020	❌
9.				☐ Town ☐ Village ☐ City		
10.				☐ Town ☐ Village ☐ City		

CERTIFICATION OF CIRCULATOR

I, **Diana Lowry**, certify: I reside at **9090 Elections Ln. Wausau, WI**
(Name of circulator) (Circulator's residential address - Include number, street, and municipality)

I further certify I am either a qualified elector of Wisconsin, or a U.S. citizen, age 18 or older who, if I were a resident of this state, would not be disqualified from voting under Wis. Stat. § 6.03. I personally circulated this nomination paper and personally obtained each of the signatures on this paper. I know that the signers are electors of the jurisdiction or district the candidate seeks to represent. I know that each person signed the paper with full knowledge of its content on the date indicated opposite his or her name. I know their respective residences given. I intend to support this candidate. I am aware that falsifying this certification is punishable under Wis. Stat. § 12.13(3)(a).

5/1/2020 **D. Lowry** Page No. **1**
(Date) (Signature of circulator)

EL-168 | Rev. 2016-03 | Wisconsin Elections Commission, P.O. Box 7984, Madison, WI 53707-7984 | 608-266-8005 | web: elections.wi.gov | email: elections@wi.gov

Nomination Paper Line Number

1. Acceptable. Well-known acronyms are acceptable for municipalities. The checkmark for Town, Village, or City is not required.

2. Acceptable. If the date above and below the name is acceptable, it can be "bracketed" in and accepted. Ditto marks are acceptable.

3. Unacceptable. Does not list the house number in the address.

4. Acceptable. If the information is contained on the line, it can be moved over. Sister Bay is in the address portion, so this is acceptable.

5. Unacceptable. No signature.

6. Unacceptable. The voter does not list their last name.

7. Unacceptable. The voter lives out of the 1st State Senate District.

8. Unacceptable. The voter signed after the date of the circulator certification.