

DECLARATION OF CANDIDACY

I, _____, a resident and registered voter of the county of St. Louis and the state of Missouri, residing at _____, do announce myself a candidate for the office of _____, to be voted on at the election to be held on the ___ day of _____ 20 __, and I further declare that if nominated and/or elected to such office I will qualify and serve.

Signature of Candidate

Residence Address

E-Mail (Optional)

Phone Number (Optional)

NAME AS TO APPEAR ON BALLOT (Please Print)

Subscribed and sworn to before me this _____ day of _____, 20 ____

Signature of election official or other officer
authorized to administer oaths

I, _____ hereby acknowledge that:
(Print Name)

_____ I have obscured my social security number and attached a copy of the completed, notarized
(Initial) MO DOR Form 5120.

_____ It is my responsibility to send the original MO DOR Form 5120 to the Missouri Department
(Initial) of Revenue.

CITY OF UNIVERSITY CITY

PETITION FOR NOMINATION for COUNCILMEMBER, WARD_____.

We, the undersigned, registered voters of the City of University City, County of St. Louis, respectfully petition and request that the name of

residing at

be placed upon the ballot as a candidate for the office of COUNCILMEMBER – WARD_____, to be voted for at the election to fill an expired term, to be held on the 5th day of April, 2016 and we individually signify that our names have appeared on the roll of registered voters within the last year, and that we are qualified to vote for this candidate:

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CIRCULATOR'S AFFIDAVIT:

I, swear that the above signatures were made in my presence and to the best of my knowledge are the signatures of the persons they represent.

Signature of Person Filing

Address

Sworn to and subscribed before me this _____ day of _____, 201__.

Notary Public

ACCEPTANCE OF NOMINATION:

I hereby accept the nomination for the Council of University City and agree to serve if elected.

(Signature of Candidate)

Date and hour of filing: _____

This petition is filed by: _____

Whose address is: _____

Received by: _____
(City Clerk)



Missouri Department of Revenue
**Candidate's Affidavit of Tax Payments
and Bonding Requirements**

Candidate Information

First Name	Middle Name	Last Name	
Social Security Number	County of Residence	Telephone Number*	
Street Address*	City	State	Zip Code
Elected Office Candidate is Seeking	E-mail Address		

* Please update the Department should any information change

Signature

Declaration under **115.306, RSMo**: I hereby declare under penalties of perjury that I am not currently aware of any delinquency in the filing or payment of any state income taxes, personal property taxes, municipal taxes, real property taxes on the place of residence, as stated on my declaration of candidacy, or that I am not a past or present corporate officer of any fee office that owes any taxes to the state, other than those taxes which may be in dispute. I declare under penalties of perjury that I am not aware of any information that would prohibit me from fulfilling any bonding requirements for the office for which I am filing.

Signature	Date (MM/DD/YYYY)
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Notary Information

Embosser or black ink rubber stamp seal	Subscribed and sworn before me, this day of _____, year _____		
	State	County (or City of St. Louis)	My Commission Expires (MM/DD/YYYY) _____/_____/_____
	Notary Public Signature		
	Notary Public Name (Typed or Printed)		

Please review 115.306, RSMo. A failure to comply may disqualify you from the ballot. Upon request by the Department of Revenue, the candidate shall provide a copy of tax receipts for the candidate's personal property, municipal, and real property taxes, and any other information necessary to demonstrate compliance with 115.306, RSMo.

Form 5120 (Revised 08-2015)

Mail to: Missouri Department of Revenue
General Counsel's Office
P.O. Box 475
Jefferson City, MO 65105

Phone: (573) 751-4450
TTY: (800) 735-2966
Fax: (573) 751-7151

Visit <http://dor.mo.gov/personal/candidates/>
for additional information.





Form
5121
Missouri Department of Revenue
Complaint Pursuant to Section 115.306, RSMo

Reset Form**Print Form****Candidate**

Name (Last, First, Middle)			
Address		City	State Zip Code
Elected Office of Candidate			

Complaint

I have probable cause to believe that the above candidate has failed to file and pay the following taxes that are due and owing and to my knowledge are not in dispute. Select all that apply.

State Income Taxes
 Personal Property Taxes
 Municipal Taxes
 Real Property Taxes on the Place of Residence
 Candidate is or was a corporate officer of a fee office that owes taxes to the state.

The facts upon which I have probable cause to believe a tax or taxes are owed are as follows:

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Complainant

Signature		Printed Name (Last, First, Middle)		
Address		City	State	Zip Code
Daytime Telephone Number () -)	E-mail Address			

Notary Information

Embosser or black ink rubber stamp seal	Subscribed and sworn before me, this		
	day of _____ year _____		
	State	County (or City of St. Louis)	My Commission Expires (MM/DD/YYYY) _____/_____/_____
	Notary Public Signature		
Notary Public Name (Typed or Printed)			

Send Form 5121 and any attachments to:

Form 5121 (Revised 08-2015)

Missouri Department of Revenue **Phone:** (573) 751-4450
 General Counsel's Office **TTY:** (800) 735-2966
 P.O. Box 475 **Fax:** (573) 751-7151
 Jefferson City, MO 65105

Visit <http://dor.mo.gov/personal/candidates/>
 for additional information.



Missouri Revised Statutes

Chapter 115 Election Authorities and Conduct of Elections

Section 115.306.1

August 28, 2015

Disqualification as candidate for elective public office, when--filing of affidavit, contents—tax delinquency, effect of.

115.306. 1. No person shall qualify as a candidate for elective public office in the state of Missouri who has been found guilty of or pled guilty to a felony or misdemeanor under the federal laws of the United States of America or to a felony under the laws of this state or an offense committed in another state that would be considered a felony in this state.

2. (1) Any person who files as a candidate for election to a public office shall be disqualified from participation in the election for which the candidate has filed if such person is delinquent in the payment of any state income taxes, personal property taxes, municipal taxes, real property taxes on the place of residence, as stated on the declaration of candidacy, or if the person is a past or present corporate officer of any fee office that owes any taxes to the state.

(2) Each potential candidate for election to a public office shall file an affidavit with the department of revenue and include a copy of the affidavit with the declaration of candidacy required under section 115.349. Such affidavit shall be in substantially the following form:

AFFIRMATION OF TAX PAYMENTS AND BONDING REQUIREMENTS:

I hereby declare under penalties of perjury that I am not currently aware of any delinquency in the filing or payment of any state income taxes, personal property taxes, municipal taxes, real property taxes on the place of residence, as stated on the declaration of candidacy, or that I am a past or present corporate officer of any fee office that owes any taxes to the state, other than those taxes which may be in dispute. I declare under penalties of perjury that I am not aware of any information that would prohibit me from fulfilling any bonding requirements for the office for which I am filing.

..... Candidate's Signature
..... Printed Name of Candidate

(3) Upon receipt of a complaint alleging a delinquency of the candidate in the filing or payment of any state income taxes, personal property taxes, municipal taxes, real property taxes on the place of residence, as stated on the declaration of candidacy, or if the person is a past or present corporate officer of any fee office that owes any taxes to the state, the department of revenue shall investigate such potential candidate to verify the claim contained in the complaint. If the department of revenue finds a positive affirmation to be false, the department shall contact the secretary of state, or the election official who accepted such candidate's declaration of candidacy, and the potential candidate. The department shall notify the candidate of the outstanding tax owed and give the candidate thirty days to remit any such outstanding taxes owed which are not the subject of dispute between the department and the candidate. If the candidate fails to remit such amounts in full within thirty days, the candidate shall be disqualified from participating in the current election and barred from refiling for an entire election cycle even if the individual pays all of the outstanding taxes that were the subject of the complaint.

Candidate's Affidavit of Tax Payments and Bonding Requirements

[Home](#) » [Personal Tax](#) » candidates

If you desire to file as a candidate for election to a public office in Missouri, you must file a Candidate's Affidavit of Tax Payments (Form 5120) with the Missouri Department of Revenue in addition to other required documents filed to the Secretary of State or local election official.

In the Affidavit, you will state that you are not delinquent in the payment of any state income taxes, personal property taxes, municipal taxes, real property taxes on the place of residence as stated in the declaration of candidacy.

Is not a past or present corporate officer of any fee office that owes any taxes to the state.

Has not been found guilty of or pled guilty to a felony or misdemeanor under the federal Laws of the United States of America.

Has not been found guilty of or pled guilty to a felony under the laws of this state or an offense committed in another state that would be considered a felony in this state

You must complete all information requested on the Affidavit, **sign the Affidavit before a notary, and have the Affidavit notarized**. The original Affidavit must be filed with the Missouri Department of Revenue. A copy of the Affidavit must be attached to your declaration of candidacy filed with the **Secretary of State** or local election official, if applicable. You may obscure or remove your Social Security number from the copy of the Affidavit attached to your declaration of candidacy.

Complaints pursuant to Section 115.306, RSMO (Form 5121) against candidates believed to be delinquent of state income taxes, personal property taxes, municipal taxes, real property taxes on the place of residence stated on the declaration of candidacy, or if the person is a past or present corporate officer of any motor vehicle and driver license office that owes any taxes to the state, must be submitted to the Department. Once the complaint is received by the Department, the allegations against a candidate will be investigated. Tax information is confidential, and those filing the complaint will not receive confidential information regarding the candidate.

Forms

- **Candidate's Affidavit of Tax Payments and Bonding Requirements (Form 5120) - FillablePDF Document**
- **Complaint Pursuant to Section 115.306, RSMo (Form 5121) - FillablePDF Document**

Missouri Revised Statutes

- **Section 115.306, RSMo - Filing Requirement**
- **Resources**
- **Property Taxes and Tax Receipts Directories**
- **Missouri Secretary of State Candidate Information**

Upcoming Filing Deadlines and Reminders

April 5, 2016

General Municipal Election

Forming a Committee

- PAC form by 2/5/2016
- Other Committees form by 3/6/2016

40 Day Before Election Report*

- Close 2/20/2016
- Due 2/25/2016

8 Day Before Election Report**

- Close 3/24/2016
- Due 3/28/2016

April 5, 2016 General Municipal Election Day

April Quarterly Report

- Close 3/31/2016
- Due 4/15/2016

30 Day After Election Report***

- Close 4/30/2016
- Due 5/5/2016

*40 Day Before Report only required if accepted contributions or spent money (made contributions or expenditures (paid or incurred)) for that election.

** 8 Day Before Report only required if spent money (made contributions or expenditures (paid or incurred)) for that election.

*** 30 Day After Report only required if: 1) spent money (made contributions or expenditures (paid or incurred) for the election; 2) if debt is more than \$1,000. Successful candidates must file before taking office.

• If a due date for filing a report falls on a Saturday or Sunday, or on an official holiday, the due date is extended to 5:00 p.m. on the next business day (this does not apply to the *48 Hour Report of Contribution over \$5,000*, *Late Contribution Report*, or *Late Expenditure Report*, which are required to be filed within their specific time frames, no extensions).

• Electronically filed reports must be filed by 5:00 p.m. on the due date to be considered timely filed.

• Paper filed reports must be postmarked before the due date or hand-delivered by 5:00 p.m. on the due date to be considerably timely filed.



Missouri Ethics Commission (MEC)

Notice to Candidate

Personal Financial Disclosure (PFD) (aka: Financial Interest Statement)

Part One: Candidate Information

Candidate's Name: _____ Political Subdivision: _____

Office Sought: _____ Date of Election: _____

Part Two: Filing Status (Election Official: Select Option A or B. If select Option B, complete Sections 1 & 2)

Option A. Candidate does not have to file a PFD/Financial Interest Statement because:

- The political subdivision's annual operating budget (AOB) is \$1 million or under.
- The political subdivision's AOB is over \$1 million and the subdivision has a conflict of interest ordinance on file with MEC that does not require a candidate running for this position (office sought) to file. (NOTE: if candidate has had a business transaction with the subdivision, refer to Option B, Section 1, Item 1)
- The office sought is committeeman or committeewoman.

Option B. Candidate must file a PFD/Financial Interest Statement with MEC because:

Section 1:

- The political subdivision has an AOB over \$1 million and the subdivision has a conflict of interest ordinance on file with the MEC that specifically 1) requires a candidate running for this position (office sought) to file, **OR** 2) requires a candidate (including spouse, children, parents, or a business in which they owned a substantial interest) that has had a business transaction with the political subdivision in excess of \$500 in the preceding twelve months to file pursuant to §105.485.4(1) RSMo.
- The political subdivision has an AOB over \$1 million and the subdivision does **NOT** have a conflict of interest ordinance on file with the MEC and the candidate is required to file pursuant to §105.483-§105.492 RSMo.
- Candidate is a new Associate Circuit Judge Candidate (all other judicial candidates file with the Supreme Court).

Section 2: Candidates required to file **must be informed** of the following deadlines/penalties:

1. If PFD/Financial Interest Statement is not filed by _____ (14 days after filing closing date);
PENALTY: Candidate will be assessed a minimum of **\$10 per day late fee** for each day the report is late.
2. If PFD/Financial Interest Statement is not filed by _____ (21 days after filing closing date);
PENALTY: Candidate will be **disqualified as a candidate** and his/her name will be removed from the ballot.

NOTE: If the political subdivision has a conflict of interest ordinance on file with the MEC:

1. *And the above filing deadlines are not met; penalties (if any) are assessed by the political subdivision according to its ordinance.*
2. *Candidate must also file a copy of his or her PFD with the governing body/subdivision.*

Part Three: Acknowledgement (completed by candidate & witnessed by election official):

I, _____ hereby acknowledge that I have received:
(Print name)

(initial) **Notice to Candidate**, (written notice of candidate's obligation to file a PFD/Financial Interest Statement, including the consequences for failure to file on time); and

(initial) **Guide to Ethics Law – A Plain English Summary**, (regarding laws governing candidates for election to office in Missouri) and I hereby acknowledge the authority of the Missouri Ethics Commission, or the political subdivision for which I am filing, in enforcing said laws.

Signature of Candidate

Candidate's Email Address (Optional)

Signature of Election Official (Witness)

Date

09/2014

Important Statutes relating to candidate filings for ALL Elections

◊ RSMo 115.127.5

- Publish the filing notice to the General Public.



RSMo 115.306.1

- Candidates for any public office cannot have been found guilty or pled guilty to a felony or misdemeanor under U.S. law, a felony under Missouri law, or an offense in another state that would be considered a felony in Missouri.



RSMo 115.306.2

- Candidates for any public office cannot be delinquent in payment of taxes (**no exceptions**).
 - State income taxes
 - Personal property taxes
 - Municipal taxes
 - Real property taxes on the place of residence as stated on the declaration of candidacy
 - Person is a past or present officer of a fee office that owes any taxes to the state
- Candidates for election to a public office shall file an affidavit with the DOR and include a copy of the affidavit with the declaration of candidacy.

Note: Delinquency in state or municipal user fees or other non-tax obligations is not a disqualification as it had been under Section 115.346.

◊ RSMo 130.071.2

- In addition to any other penalties provided by law, no person may file for any office in a subsequent election until he or the treasurer of his existing candidate committee has filed all required campaign disclosure reports for all prior elections.



RSMo 115.308

- Candidates for special district, township, city, and town or village office are exempt from Sections 115.307 – 115.405 RSMo, which address candidate filing and primary elections.



2016 Election

Campaign Finance Seminar

Sponsored by: St. Louis County Board of Election Commissioners
and
The Missouri Ethics Commission

- New to politics? A seasoned political veteran in need of a refresher?
Want to know more about organizing, or continuing a committee?
- This is a great opportunity to learn about campaign finance and your responsibilities as a candidate or treasurer.

Topics covered will include:

Campaign Finance Basics
Fund Raising
Campaign Materials ("Paid for by")

Record Keeping
Reporting Requirements/Compliance
And many more topics!

Who: Candidates, treasurers, supporters, those interested in campaign finance, and the general public at large are invited.

Where: St. Louis County Board of Election Commissioners, 12 Sunnen Dr., Suite 122, Maplewood, MO 63143. Large training room.

When: Thursday, February 4, 2016 at 6:00 p.m.

Guest Speakers: Betsy Byers, Director of Business Services - Campaign Finance & Joe Owens, Trainer Missouri Ethics Commission

Contact: Cliff Freebersyser (314) 615-1817 or cfreebersyser@stlouisco.com
Holly Perkins (314) 615-1919 or hperkins@stlouisco.com
Peggy Kochner (314) 615-1836 or pkochner@stlouisco.com
Melissa Moore (314) 615-1933 or mmoore@stlouisco.com



Please RSVP and include your name, political subdivision, the number of people attending, phone number and an email contact in case the seminar is rescheduled.

Register for Candidate Training

As a candidate, there are many requirements you need to know for your campaign. The **Missouri Ethics Commission** is offering training to help you understand these requirements. Topics include campaign finance disclosure, personal financial disclosure (PFD), and campaign material identification (paid for by) requirements. Both candidates and treasurers are encouraged to attend.

Find answers to common questions, such as:

Campaign Finance: How much cash can I receive from a person? What is an in-kind contribution? How much of my own money can I spend?

Personal Financial Disclosure: When must I file this form? What if I don't file? Whose information do I include?

Campaign Materials: What must I put on my signs and printed materials? What about campaign t-shirts?

Register online for these webinars!

A webinar is a convenient & excellent way to attend training online*.

Session A: Campaign Finance Record-Keeping Webinar

Session B: Campaign Finance Reporting Webinar

Session C: PFD for Candidates Webinar

Training information at:

www.mec.mo.gov/training

Training schedule

- Includes webinars, regional and county-hosted events
- Follow instruction provided for registration

Web tutorials

- Includes "Campaign Material Identification Requirements", & many more
- No registration needed, click the link and the tutorial will begin running in your browser window.

★ For other candidate information, view **Candidate Central** on our website. ★

*Attendees register online and must have a valid email address and internet access. Prior to the session, a confirmation email will be sent with a link to access the session as well as instructions for testing internet connection. NOTE: We have tested the webinars internally and found that dial-up internet connections are extremely slow when loading content and not efficient for participation.

Missouri Ethics Commission



3411 A. Knipp Dr.
Jefferson City MO 65109

Phone (800) 392-8660 or (573) 751-2020
www.mec.mo.gov