



**Office of the Adams County Clerk  
Chuck R. Venvertloh**

**507 Vermont St. Quincy, IL 62301  
(217)277-2163 Fax: (217)277-2155  
countyclerk@co.adams.il.us**

**What is required to file your nomination papers to run as a  
Democrat for County Board**

This document is only an informational sheet to help guide your filing process.

Included in this packet are forms necessary to file nominating papers. Your nomination papers must be filed November 27<sup>th</sup> - December 4<sup>th</sup>, 2017 at the Adams County Clerk's Office. The hours are 8:30 a.m. to 4:30 p.m.

Signature Requirement: **25** [10ILCS 5/7-10(c)(k)]

You may begin circulating your petitions on September 5<sup>th</sup>, 2017.

Included Forms:

- Statement of Candidacy
- Loyalty Oath (if desired)
- Petition Sheets
- Statement of Economic Interest
- Code of Fair Campaign Practices (if desired)

Statement of Economic Interest forms can be filed any time before or at the same time you file your petition packets. Our office recommends filing the Statement of Economic Interest the day you file your petitions.

When filing your nomination papers:

- Your nomination papers must be bound at the top of your packet. Do not use a paper clip to bind your documents.
- Your papers must be bound and filed in the following order:
  - Statement of Candidacy
  - Loyalty Oath (if desired)
  - Petition Sheets
  - Code of Fair Campaign Practices (if desired)-Statement of Economic Interests should not be bound with your petition packet
- Petitions must be notarized prior to filing. If you arrive at the county clerk's office without your petitions notarized, we can assist by notarizing your sheets, but you will have to revert to the back of the line if there is one.
- Your petitions must be sequentially numbered before arriving to file. Do not number the Statement of Candidacy or Loyalty Oath.
- Your name, office, term, and district should appear the same on the Statement of Candidacy as it does your petition sheets.
- Your name will appear on the ballot as it does on the first page of your petition sheets
- If there is an unexpired term up for election, your petition and Statement of Candidacy must both state whether you are running for a full term or an unexpired term.
- The top portion of your petitions including the candidate name, office, term, district, and party affiliation must be completed before circulating. A petition circulated without that information is invalid.
- 

A separate sheet titled "Phonetic Pronunciation for AutoMark Machine" is also included in your packet. Our AutoMark Voter Assistance terminal is used to assist voters with disabilities and reads the ballot to voters. This sheet is voluntary. However, your name is not guaranteed to be pronounced correctly without that form being turned in.

It is recommended that you make a copy of your petitions before filing them. The originals are filed with our office.

For additional information, see our website or contact our office.

STATEMENT OF CANDIDACY

NAME	ADDRESS-ZIP CODE	OFFICE	DISTRICT	PARTY

If required pursuant to 10 ILCS 5/7-10.2, 8-8.1 or 10-5.1, complete the following (this information will appear on the ballot)

FORMERLY KNOWN AS \_\_\_\_\_ UNTIL NAME CHANGED ON \_\_\_\_\_  
(List all names during last 3 years) (List date of each name change)

STATE OF ILLINOIS )  
 ) SS.  
County of \_\_\_\_\_ )

I, \_\_\_\_\_ (Name of Candidate) being first duly sworn (or affirmed), say that I reside at \_\_\_\_\_, in the City, Village, Unincorporated Area (circle one) of \_\_\_\_\_ (if unincorporated, list municipality that provides postal service) Zip Code \_\_\_\_\_, in the County of \_\_\_\_\_, State of Illinois; that I am a qualified voter therein and am a qualified Primary voter of the \_\_\_\_\_ Party; that I am a candidate for Nomination/Election to the office of \_\_\_\_\_ in the \_\_\_\_\_ District, to be voted upon at the primary election to be held on \_\_\_\_\_ (date of election) and that I am legally qualified (including being the holder of any license that may be an eligibility requirement for the office to which I seek the nomination) to hold such office and that I have filed (or I will file before the close of the petition filing period) a Statement of Economic Interests as required by the Illinois Governmental Ethics Act and I hereby request that my name be printed upon the official \_\_\_\_\_ (Name of Party) Primary ballot for Nomination/Election for such office.

\_\_\_\_\_  
(Signature of Candidate)

Signed and sworn to (or affirmed) by \_\_\_\_\_ before me, on \_\_\_\_\_  
(Name of Candidate) (insert month, day, year)

(SEAL)

\_\_\_\_\_  
(Notary Public's Signature)

ATTACH TO PETITION

10 ILCS 5/7-10.1

Suggested  
Revised July, 2004  
SBE No. P-1C

**L O Y A L T Y   O A T H**  
(OPTIONAL)

United States of America                    )  
  )  
State of Illinois                                )       SS.

I, \_\_\_\_\_, do swear (or affirm) that I am a citizen of the United States and the State of Illinois, that I am not affiliated directly or indirectly with any communist organization or any communist front organization, or any foreign political agency, party, organization or government which advocates the overthrow of constitutional government by force or other means not permitted under the Constitution of the United States or the Constitution of this State; that I do not directly or indirectly teach or advocate the overthrow of the government of the United States or of this State or any unlawful change in the form of the governments thereof by force or any unlawful means.

\_\_\_\_\_  
(Signature of Candidate)

Signed and sworn to (or affirmed) by \_\_\_\_\_ before me,  
(Name of Candidate)

on \_\_\_\_\_.  
(insert month, day, year)

\_\_\_\_\_  
(Notary Public's Signature)

(SEAL)

**COUNTY BOARD MEMBER**  
**(counties that elect members from districts)**  
**PRIMARY PETITION**

We, the undersigned, members of and affiliated with the \_\_\_\_\_ Party and qualified primary electors of the \_\_\_\_\_ Party, in County Board District \_\_\_\_\_, County of \_\_\_\_\_ in the State of Illinois, do hereby petition that \_\_\_\_\_ who resides at \_\_\_\_\_ in the City, Village, Unincorporated Area (circle one) of \_\_\_\_\_ (if unincorporated, list municipality that provides postal service) Zip Code \_\_\_\_\_ County of \_\_\_\_\_ and State of Illinois, shall be a candidate of the \_\_\_\_\_ Party for the nomination for the office of **COUNTY BOARD MEMBER**, County Board District \_\_\_\_\_ in the County of \_\_\_\_\_ in the State of Illinois, to be voted for at the primary election to be held on \_\_\_\_\_ (date of election).

If required pursuant to 10 ILCS 5/7-10.2, complete the following (this information will appear on the ballot)

FORMERLY KNOWN AS \_\_\_\_\_ UNTIL NAME CHANGED ON \_\_\_\_\_  
(List all names during last 3 years) (List date of each name change)

NAME (VOTER'S SIGNATURE)	STREET ADDRESS OR RR NUMBER	CITY, TOWN OR VILLAGE	COUNTY
1			IL
2			IL
3			IL
4			IL
5			IL
6			IL
7			IL
8			IL
9			IL
10			IL
11			IL
12			IL

State of \_\_\_\_\_ )  
County of \_\_\_\_\_ ) SS.

I, \_\_\_\_\_ (Circulator's Name) do hereby certify that I reside at \_\_\_\_\_, in the City/Village/Unincorporated Area (circle one) of \_\_\_\_\_ (if unincorporated, list municipality that provides postal service) Zip Code \_\_\_\_\_, County of \_\_\_\_\_, State of \_\_\_\_\_ that I am 18 years of age or older (or 17 years of age and qualified to vote in Illinois), that I am a citizen of the United States, and that the signatures on this sheet were signed in my presence, not more than 90 days preceding the last day for filing of the petitions and are genuine and that to the best of my knowledge and belief the persons so signing were at the time of signing the petition qualified voters of the \_\_\_\_\_ Party in the political division in which the candidate is seeking nomination/elective office, and that their respective residences are correctly stated, as above set forth.

\_\_\_\_\_  
(Circulator's Signature)

Signed and sworn to (or affirmed) by \_\_\_\_\_ before me, on \_\_\_\_\_  
(Name of Circulator) (insert month, day, year)

(SEAL)

\_\_\_\_\_  
(Notary Public's Signature)

**CODE OF FAIR CAMPAIGN PRACTICES**

**(VOLUNTARY)**

There are basic principles of decency, honesty, and fair play that every candidate for public office in the State of Illinois has a moral obligation to observe and uphold, in order that, after vigorously contested but fairly conducted campaigns, our citizens may exercise their constitutional right to a free and untrammelled choice and the will of the people may be fully and clearly expressed on the issues.

**THEREFORE:**

- (1) I will conduct my campaign openly and publicly, and limit attacks on my opponent to legitimate challenges to his record.
- (2) I will not use or permit the use of character defamation, whispering campaigns, libel, slander, or scurrilous attacks on any candidate or his personal or family life.
- (3) I will not use or permit any appeal to negative prejudice based on race, sex, sexual orientation, religion or national origin.
- (4) I will not use campaign material of any sort that misrepresents, distorts, or otherwise falsifies the facts, nor will I use malicious or unfounded accusations that aim at creating or exploiting doubts, without justification, as to the personal integrity or patriotism of my opposition.
- (5) I will not undertake or condone any dishonest or unethical practice that tends to corrupt or undermine our American system of free elections or that hampers or prevents the full and free expression of the will of the voters.
- (6) I will defend and uphold the right of every qualified American voter to full and equal participation in the electoral process.
- (7) I will immediately and publicly repudiate methods and tactics that may come from others that I have pledged not to use or condone. I shall take firm action against any subordinate who violates any provision of this Code or the laws governing elections.

I, the undersigned, candidate for election to public office in the State of Illinois or chairman of a political committee in support of or opposition to a question of public policy, hereby voluntarily endorse, subscribe to, and solemnly pledge myself to conduct my campaign in accordance with the above principles and practices.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Office Sought

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date of Election

\_\_\_\_\_  
Name of Political Committee

**Your Name Was Submitted For Filing by an Entity That You Represent**  
**STATEMENT OF ECONOMIC INTERESTS TO BE FILED WITH THE COUNTY CLERK**  
(Type or Hand Print)

Name \_\_\_\_\_

Each office or position of employment for which this statement is filed.

Full post office address to which notification of an examination of this statement should be sent.

**General Directions**

The interest (if constructively controlled by the person making the statement) of a spouse or any other party, shall be considered to be the same as the interest of the person making the statement. Campaign receipts shall not be included in this statement. **If additional space is needed, please attach supplemental listing.**

1. List the name and instrument of ownership in any entity doing business with a unit of local government in relation to which the person is required to file, in which the ownership interest held by the person at the date of filing is in excess of \$5,000 fair market value or from which dividends in excess of \$1,200 were received during the preceding calendar year. (In the case of real estate, location thereof shall be listed by the street address, or if none, then by legal description.) No time or demand deposit in a financial institution, nor any debt instrument shall be listed.

Business Entity	Instrument of Ownership	Position of Management
_____	_____	_____
_____	_____	_____
_____	_____	_____

2. List the name, address and type of practice of any professional organization in which the person making the statement was an officer, director, associate, partner or proprietor or served in any advisory capacity, from which income in excess of \$1,200 was derived during the preceding calendar year.

Name	Address	Type of Practice
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. List the nature of professional services rendered (other than to the unit or units of local government in relation to which the person is required to file) to each entity from which income exceeding \$5,000 was received for professional services rendered during the preceding calendar year by the person making the statement.

\_\_\_\_\_  
\_\_\_\_\_

This will be returned to you when statement is filed in the office of the County Clerk.

**(COMPLETE BUT DO NOT DETACH)**

Receipt is hereby acknowledged of your Statement of Economic Interests, filed pursuant to the Illinois Governmental Ethics Act. The Statement was filed as of this date.

(office or position of employment for which this statement is filed)

TYPE OR HAND PRINT

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City State ZIP Code

4. List the identity (including the address or legal description of real estate) of any capital asset from which a capital gain of \$5,000 or more was realized during the preceding calendar year.

---

---

---

5. List the name of any entity and the nature of the governmental action requested by any entity which has applied to a unit of local government in relation to which the person must file for any license, franchise or permit for annexation, zoning or rezoning of real estate during the preceding calendar year if the ownership interest of the person filing is in excess of \$5,000 fair market value at the time of filing or if income or dividends in excess of \$1,200 were received by the person filing from the entity during the preceding calendar year.

---

---

---

6. List the name of any entity doing business with a unit of local government in relation to which the person is required to file from which income in excess of \$1,200 was derived during the preceding calendar year other than for professional services and the title or description of any position held in that entity. No time or demand deposit in a financial institution nor any debt instrument need be listed.

---

---

7. List the name of any unit of government which employed the person making the statement during the preceding calendar year other than the unit or units of government in relation to which the person is required to file.

---

---

8. List the name of any entity from which a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500, was received during the preceding calendar year.

---

VERIFICATION

"I declare that this statement of economic interests (including any accompanying schedules and statements) has been examined by me and to the best of my knowledge and belief is a true, correct and complete statement of my economic interests as required by the Illinois Governmental Ethics Act. I understand that the penalty for willfully filing a false or incomplete statement shall be a fine not to exceed \$1,000 or imprisonment in a penal institution other than the penitentiary not to exceed one year, or both fine and imprisonment."

\_\_\_\_\_  
(signature of person making the statement)

\_\_\_\_\_  
(date)

**DO NOT DETACH  
(WILL BE RETURNED AS YOUR RECEIPT)**

## Phonetic Pronunciation Sheet

Name on Ballot

Pronounced As

(See Examples Below)

**Stressed Vowel Sounds**

EE (FEET)  
 I (FIT)  
 E (BED)  
 A (KAT) cat  
 AH (FAH-thur) father  
 SH (HAHT) hot  
 UH (FUHJ) fudge  
 UH (CHUHRCH) church  
 AW (FAWN)  
 U (FUL) full  
 OO (FOOD)  
 OU (FOUND)  
 O (FO) foe  
 EI (FEIT) fight  
 AI (FAIT) fate  
 OI (FOIL)  
 YOO (FYOOR-ee-uhs) furious

**Unstressed Vowel Sounds**

Uh (SO-fuh) sofa

**Certain Vowel Sounds with R**

AHR (PAHR) par  
 ER (PER) pair  
 IR (PIR) peer  
 OR (POR) pour  
 OOR (POOR) poor  
 UHR (PUHR) purr

**Consonant Sounds**

B Bed  
 D (DET) debt  
 F Fed  
 G Get  
 H (HED) head  
 HW Which  
 J (JUHG) jug  
 K (KAD) cad  
 L (LAIM) lame  
 M Mat  
 N Net  
 NG (SING-uhr) singer  
 P Pet  
 R Red  
 S Set  
 T Ten  
 V Vet  
 W (WICH) witch  
 Y Yet  
 CH Church  
 SH Sheep  
 YS Its  
 TH (THEI) thigh  
 TH (THEI) thy  
 ZH (A-zuhr) azure  
 Z (GOODZ) goods

**Pronunciation Guide**

- In the %Name on Ballot+column, enter the name as it appears on your petition sheets
- In the %Pronounced As+column, enter the breakdown using the pronunciation key below.
- Also, add notes such as rhyming examples, silent letters, etc.

Name on Ballot	Pronounced As
William Mishaud	Mee-SHO (d is silent)
Sue Jahn	HAWN (rhymes with fawn)
Tim Beauprez	Boo-PRAI (rhymes with hooray)
Robert Maniscalco	Man-uh-SKAL-ko
Tangipahoa	TAN-ji-pah-HO-uh
Monte Anthony	Mahn-TAI
Tanya Smither	TAWN-yuh (not TAN)