

Village Council Candidate Checklist - Qualifying Period August 6 - August 13, 2024 noon to noon		
	<b>What</b>	<b>When</b>
	<b>BEFORE QUALIFYING</b>	
<input type="checkbox"/>	<a href="#">DS-DE 9 - Appointment of Campaign Treasurer</a>	Must be done before Qualifying in order to open campaign bank account
<input type="checkbox"/>	<a href="#">DS-DE 84 - Statement of Candidate</a>	Within 10 days of filing form DS-DE 9
<input type="checkbox"/>	Campaign Finance Reporting	<a href="#">See reporting dates - must begin filing according to DS-DE 9 filing date</a>
	<a href="#">Campaign Finance Form DS-DE 12 - Treasurer's Summary</a>	**Keeps a running total of all contributions and expenditures
	<a href="#">Campaign Finance Form - DS-DE 13 Itemized Contributions</a>	**Itemized contributions - instructions included
	<a href="#">Campaign Finance Form DS-DE 14 Itemized Expenditures</a>	**Itemized expenditures - instructions included
	<a href="#">Campaign Finance Form - DS-DE 87 Waiver of Report</a>	**Submit if there has been no activity during the Reporting Period
<input type="checkbox"/>	<a href="#">Review 2024 Candidate Packet</a>	Includes important information on signage, voter labels, etc.
<input type="checkbox"/>	<a href="#">Create a Candidate Account to Complete Form 1</a>	Before Qualifying
	<b>DURING QUALIFYING PERIOD - 8/6 noon to 8/13 noon</b>	
<input type="checkbox"/>	<a href="#">Candidate Oath Non-Partisan Office - Form DS-DE 302NP</a>	Use name that you want to appear on the November 5 ballot
<input type="checkbox"/>	<a href="#">Islamorada Affidavit of Candidate</a>	File with Candidate Oath - both must be notarized (available at Village Hall)
<input type="checkbox"/>	<a href="#">DS-DE 84 - Statement of Candidate</a>	If not already submitted with pre-qualifying paperwork
<input type="checkbox"/>	Form 1	Candidates who have already required to file a Form 1 do not need to file again
<input type="checkbox"/>	<a href="#">Form 10 - Annual Gift Disclosure</a>	Only needs to be filed if the candidate has gifts or honorarium to report
<input type="checkbox"/>	Copy of Driver's License	If not already submitted with pre-qualifying paperwork
<input type="checkbox"/>	Letter from Monroe County Supervisor of Elections	Only if petitions were certified - do not need to pay \$360 unless changing seats
<input type="checkbox"/>	Campaign Account Check for Qualifying Fee - \$360	Qualifying fee and Election Assessment Fee can be written as one check for \$480
<input type="checkbox"/>	Campaign Account Check for Election Assessment Fee - \$120	<a href="#">Payable unless Financial Hardship Form is filed</a>