

Village Council Candidate Checklist - Qualifying Period August 6 - August 13, 2024 noon to noon		
	What	When
	BEFORE QUALIFYING	
<input type="checkbox"/>	DS-DE 9 - Appointment of Campaign Treasurer	Must be done before Qualifying in order to open campaign bank account
<input type="checkbox"/>	DS-DE 84 - Statement of Candidate	Within 10 days of filing form DS-DE 9
<input type="checkbox"/>	Campaign Finance Reporting	See reporting dates - must begin filing according to DS-DE 9 filing date
	Campaign Finance Form DS-DE 12 - Treasurer's Summary	**Keeps a running total of all contributions and expenditures
	Campaign Finance Form - DS-DE 13 Itemized Contributions	**Itemized contributions - instructions included
	Campaign Finance Form DS-DE 14 Itemized Expenditures	**Itemized expenditures - instructions included
	Campaign Finance Form - DS-DE 87 Waiver of Report	**Submit if there has been no activity during the Reporting Period
<input type="checkbox"/>	Review 2024 Candidate Packet	Includes important information on signage, voter labels, etc.
<input type="checkbox"/>	Create a Candidate Account to Complete Form 1	Before Qualifying
	DURING QUALIFYING PERIOD - 8/6 noon to 8/13 noon	
<input type="checkbox"/>	Candidate Oath Non-Partisan Office - Form DS-DE 302NP	Use name that you want to appear on the November 5 ballot
<input type="checkbox"/>	Islamorada Affidavit of Candidate	File with Candidate Oath - both must be notarized (available at Village Hall)
<input type="checkbox"/>	DS-DE 84 - Statement of Candidate	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"/>	Form 10 - Annual Gift Disclosure	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	Payable unless Financial Hardship Form is filed