



OFFICE OF THE CLERK AND RECORDER
DEKALB COUNTY, ILLINOIS

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Clerk & Recorder

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PETITION FILING FREQUENTLY ASKED QUESTIONS

Before filing petitions, candidates may come to the DeKalb County Elections' office to ask questions, ask for help or have their paperwork notarized by the staff. Once the filing period has begun the Elections' staff will be unable to perform the above; however, the County Clerk office staff may notarize your paperwork.

1. Does a candidate have to file their own nomination papers (petition packet)?

No, the candidate or their agent may file their petition papers.

2. May a candidate file in person or by mail?

Yes; however, if the candidate wishes to be in the lottery for the first ballot position it is advisable to file in person on the first day of the filing period at 8:30a. Only candidates whose petitions are received in the first mail delivery on the first day of filing are eligible for the first ballot position lottery.

3. Do I need to have my petitions numbered and all applicable paperwork signed and notarized before filing?

Yes, any required information should be present at the time of filing. The Elections' office will not refuse to accept your paperwork, but any registered voter in your jurisdiction may file an objection. An objection that is withheld will result in your name being removed from the ballot.

4. Is the Statement of Economic Interest receipt required from all candidates at the time of filing the petition packet?

No, but it must be filed and turned in to the Elections' office by the end of the filing period at 5p. If a petition packet is missing the S.E.I. receipt at the end of the filing period the candidate cannot be certified for the ballot.

5. Who is required to file a Statement of Economic Interest?

All candidates filing petition paperwork must file as a "Candidate"; however, if an S.E.I. has been filed for someone in office, for the current year, they may use that receipt with their petition packet.

6. What is a lottery for ballot position?

When two or more candidates file petition paperwork simultaneously, for the same office, a lottery is held to determine the ballot position. Candidates who file during the last hour of filing (between 4:00p and 5:00p) on the last day to file petitions, are also eligible for a lottery to determine the final ballot position. For November General Elections a ballot position lottery is held in order to determine which party candidate will appear on the ballot first.



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7. When is the ballot lottery held?

For the General Primary and Consolidated elections, the lottery is held within 9 days following the last day to file petitions. For the General Election the lottery is held within 30 days following the proclamation of the results of the General Primary election.

8. Once the petition has been filed may changes be made?

No. A petition, once filed, may not be added to or altered; however, the receipt for filing Statements of Economic Interests may be added to the petition packet anytime during the filing period.

9. When is a candidate's filed petition packet available for viewing by the public?

Upon their filing with the office.

10. When may a signature be stricken from a petition?

Prior to petition filing. However, the following must be adhered to: the individual striking the signature must initial the petition next to the signature, sign a certification form (such as form P-2A) listing the page number and line number of each signature struck and file the form with the petition packet.

11. If a candidate withdraws from a race is the petition packet returned to the candidate?

No, the paperwork is retained by the office along with the withdrawal form.

12. Will I have proof of my petition packet filing?

Yes, the Elections' office will issue a receipt at the time of filing. The receipt will list all items filed, including optional forms if applicable and including the date and time filed. If the petition packet is mailed to the office your receipt will be sent to you via U.S. Mail.

13. What name is used for the ballot?

The name on the "Statement of Candidacy", in the candidate section, is the name that will be used for the ballot. Please make sure the information contained in this area is accurate and correct.