

# Candidate Qualifying Checklist

- Qualifying Fee (Unless qualifying by the petition method):**
  - Check payable to Broward County Supervisor of Elections
  - Check drawn on campaign account
  - Check drawn on bank designated on Form DS-DE 9
  - Amount is **not less** than the qualifying fee
  - Written and numerical numbers are both filled in and are the same
  - Check is signed by treasurer or by deputy treasurer
  
- Appointment of Campaign Treasurer (Form DS-DE 9) (Do not file again if previous filing is correct)**
  - Office provided – **must include name of office including district, if applicable**
  - Party affiliation provided, if applicable (exception – Judicial and School Board Candidates, since they are Non-Partisan Offices)
  - Campaign treasurer designated
  - Primary depository designated
  - Candidate original signature
  - Candidate indicated date signed
  - Campaign treasurer’s acceptance of appointment complete
  - Campaign treasurer’s signature provided
  - Campaign treasurer indicated date signed
  
- Statement of Candidate (Form DS-DE 84) and (Form DS-DE 83 – for Judicial Candidates in addition to the DS-DE 84)**
  - Candidate Name (Judicial Group for Judicial Candidates as well)
  - Signature of Candidate
  - Date of submission.
  
- Financial Disclosure Filed (Form 6)**
  - 2019** form - **Original**<sup>1</sup>
  - Candidate’s signature provided
  - Venue provided (county where oath was taken)
  - Date of notarization provided
  - Personally known or identification provided is indicated
  - Contains notary signature
  - Notary name stamped or printed below signature
  - Notary commission not expired when notarized
  
- Candidate Oath, (DS-DE 301SL, DS-DE 302NP, DS-DE 303JU, DS-DE 304SB) - Original**
  - Under Oath of Candidate, name as it is to appear on the ballot provided (First **and** last name)
  - Office provided (**must include name of office including district, if applicable**)
  - County of legal residence
  - Under Statement of Party, party affiliation provided, **if applicable**
  - Candidate signature
  - Venue provided (county where oath was taken)
  - Date of notarization
  - Personally known or identification is indicated
  - Contains notary signature and seal (**Notary commission not expired when notarized.**)
  - Notary name stamped or printed below signature

<sup>1</sup> If you are a sitting public official and have already filed the original with the Commission on Ethics, you may file a copy that is stamped as received by Ethics or provide a cover letter indicating that original was previously filed with Ethics.