

FREQUENTLY ASKED QUESTIONS (FAQs)

1. **When may I announce my candidacy?**

Nothing in the election laws prohibits a person from announcing their intention to become a candidate prior to designating a treasurer or depository, as long as no contributions are received and no expenditures are made in connection with that announcement (Section 106.021, F.S.). You are considered an “announced” candidate when your Qualifying Officer (City Clerk) receives your Appointment of Campaign Treasurer and Designation of Campaign Depository – Form DS-DE 9.

2. **When may I accept campaign contributions?**

Contributions may be accepted after you file the DS-DE 9 form that appoints your Campaign Treasurer and designates your depository. You cannot open a campaign bank account, pay any expenses or accept campaign contributions until this form has been filed with the Qualifying Officer.

3. **When may I open my campaign bank account?**

You may submit the DS-DE 9, Appointment of Campaign Treasurer and Designation of Campaign Depository for Candidates, prior to the qualifying period of Monday January 14, 2019 at 9 a.m. and Friday, January 18, 2019 at Noon.

4. **How and where do I submit the qualifying fee?**

The City of Edgewood does not assess a qualifying fee however those candidates qualifying for the Mayor’s seat are required to pay an election assessment. Once you open your campaign bank account, you must write a check from campaign account payable to “The City of Edgewood” in the amount of \$120.00 and remit it to the Qualifying Officer at the City of Edgewood. **A candidate’s assessment fee check must be received by the qualifying officer no later than the close of qualifying on January 18, 2019 at 12 noon.**

99.093 Municipal candidates; election assessment.—

(1) Each person seeking to qualify for nomination or election to a municipal office shall pay, at the time of qualifying for office, an election assessment. The election assessment shall be an amount equal to 1 percent of the annual salary of the office sought. Within 30 days after the close of qualifying, the qualifying officer shall forward all assessments collected pursuant to this section to the Florida Elections Commission for deposit in the Elections Commission Trust Fund.

(2) Any person seeking to qualify for nomination or election to a municipal office who is unable to pay the election assessment without imposing an undue burden on personal resources or on resources otherwise available to him or her shall, upon written certification of such inability given under oath to the qualifying officer, be exempt from paying the election assessment.

5. **When should I order campaign signs and promotional items?**

Signs and other promotional materials may be ordered anytime you desire once you are able to pay for it from your campaign account. For Code compliance, please refer to “City of Edgewood Political Sign Regulations” provided in this packet.

6. **What is the logical order of procedure if I want to run for City Council for the City of Edgewood?**

Decide to run for office, then:

- a) See the Qualifying Officer for a Campaign Packet.
- b) Arrange for a campaign treasurer.
- b) You and your treasurer complete the DS-DE 9 Appointment of Campaign Treasurer and Designation of Campaign Depository for Candidates.
- c) Submit the following forms to the Qualifying Officer
- d) • DS-DE 9, Campaign Treasurer *
 - DS-DE 302 NP, Candidate Oath for Non-Partisan Office
 - DS-DE 84, Statement of Candidate (must be filed within 10 days of DS DE *)
 - Form 1, Statement of Financial Interests
- e) Take a copy of your DS-DE 9 Form with you to open your campaign bank account.

Bring a \$120.00 assessment fee check from your campaign account to the Qualifying Officer made payable to The City of Edgewood. **A candidate's assessment fee check must be received by the qualifying officer no later than the close of qualifying on January 18, 2019 at 12 noon.**

- f) Order promotional or advertising items if desired.

* These two forms may be submitted 2 weeks prior to start of qualifying period. See 11 below.

7. **What if there is the same number of candidates as the number of positions available?**

No ballot will be prepared nor an election held. The candidates will be declared as "election winners" and will be sworn into office in the City Council meeting on March 19, 2019.

8. **Who is the Qualifying Officer?**

City Clerk Bea L. Meeks serves as the City of Edgewood's Qualifying Officer. She will assist you with finding the answers to any of your questions before, during or after the campaign. You may contact her by phone (407-851-2920) or by e-mail at bmeeks@edgewood-fl.gov.

9. **What if I turned in my paperwork and decide not to run before the end of qualifying period?**

Let the Qualifying Officer know as soon as possible. There are expenses associated with holding an election, and if there are a number of open seats equal to the number of candidates, it is not necessary to hold the election.

10. **May I turn in my qualifying papers earlier than the designated week?**

The City follows Florida Statutes on this, which in 99.061(8) states that "... a qualifying officer may accept and hold qualifying papers submitted not earlier than 14 days prior to the beginning of the qualifying period, to be processed and filed during the qualifying period.

11. **What is the "Resign to Run" law?**

The resign to run law codified in Section 99.012, Florida Statutes, which normally would require resignation 10 days prior to the qualification period contains an exemption for members of appointive boards who do not receive a salary. Accordingly, if you serve on the Planning & Zoning Board (P&Z), you are an appointive board and as its members do not receive any compensation for their service on the Board, they are exempt from the requirements of the resign to run law. Membership on the P&Z, however, is still an office and a member of the P&Z cannot hold both a P&Z seat and City Council seat simultaneously. Therefore, if a member of the P&Z qualifies to run for City Council it is advisable for them to submit to the City Clerk a conditional resignation from the P&Z that would be effective upon Certification of their election to City Council. For instance, "I, _____, having qualified to run for election to the City of Edgewood City Council hereby submit this conditional resignation from the City of Edgewood Planning and Zoning Commission. If elected to the City Council of the City of Edgewood, this resignation shall be effective and irrevocable upon the certification of the results of the election conducted on _____." *Please refer to Florida Statute 99.012 for further explanation.*