

Supervisor of Elections  
Citrus County  
120 N Apopka Avenue  
Inverness, FL 34450  
352-341-6750

**2016 HOW TO BECOME A CANDIDATE**  
**Procedures to follow to become a candidate for political office:**

- ✓ You must **first** file with the Supervisor of Elections office a Form DS-DE 9, which provides for an *Appointment of Campaign Treasurer and Designation of Campaign Depository*. This must be filed **before** opening a campaign account.
- ✓ **Within 10 days** after filing Form DS-DE 9, each candidate must file a *Statement of Candidate* Form DS-DE 84 indicating you have been provided access to read and understand the requirements of Chapter 106, Florida Statutes.
- ✓ Sign a *Candidate Authorization Form*; this will enable the elections office to know who can pick up candidate orders.
- ✓ If you choose to qualify by the petition method for County office you must obtain signature of 1% of the total number of registered voters at the last general election. For local candidates in Citrus County the number of petitions needed is **974** based on 97,335 registered voters in the 2014 General Election. A campaign check made payable to Susan Gill, Supervisor of Elections for \$97.40 must be written before petitions can be validated.
- ✓ If you choose to qualify by paying a qualifying fee, instead of by petition method, a campaign check must be written during the qualifying week for the total amount of the fee, made payable to **Susan Gill, Supervisor of Elections**.
  - Qualifying fees for:*
    - Major party candidates will be 6% of the annual salary of the office sought.
    - Nonpartisan office & candidates with no party affiliation will be 4% of the annual salary of the office sought.
    - Minor party candidates will be 4% of the annual salary of the office sought, unless the minor party chooses to assess the party fee, in which case it will be 6%.
    - Mosquito control board candidates, Citrus County Community Charitable Foundation, Inc. candidates and Homosassa Special Water District candidates will either pay a qualifying fee of \$25.00 or get 25 valid signatures.
- ✓ Complete appropriate *Financial Disclosure* form.
- ✓ Sign appropriate notarized *Loyalty Oath/Oath of Candidate form*.
- ✓ Complete Candidate Qualifying Checklist.
- ✓ File periodical campaign treasurer's reports as outlined in Chapter 106.07, Florida Statutes.
- ✓ Meet specific legal requirements regarding campaign advertising and campaign financing.

**All documents must be filed with the Qualifying Officer at the Supervisor of Elections office.**  
Contact the Qualifying Officer at 352-341-6751, should you need additional information.