

SUPERVISOR, CLERK, ASSESSOR, MULTI-TOWNSHIP ASSESSOR, TRUSTEES, AND HIGHWAY COMMISSIONER

Township

NOMINATION PAPERS

Petitions: Established Party (SBE Form P-10, for primary); New Party (SBE Form P-8, for consolidated election); Independent (SBE Form P-3, for consolidated election)

Statement of Candidacy: Established Party (SBE Form P-1, for primary, SBE Form P-1K, for caucus); New Party (SBE Form P-1D); Independent (SBE Form P-1B)

Loyalty Oath (optional): All candidates (SBE Form P-1C)

Statement of Economic Interests: Filed with the county clerk. (5 ILCS 420/4A-106; 60 ILCS 1/45-30)

Fair Campaign Practices Act (voluntary): Filed with the State Board of Elections or the county clerk.

NOMINATION BY PRIMARY ELECTION

If a determination to conduct a primary is made by the Township Central Committee, the Township Central Committee must file a statement of such determination with the county clerk no later than November 15, 2020. If the township or any part of the township is within the jurisdiction of a Board of Election Commissioners, the Township Central Committee shall notify the Board of Election Commissioners of such determination.

NOTE: The option to hold a primary only applies to townships in counties having a population of more than 3,000,000, or in townships of more than 15,000 population in counties of less than 3,000,000. (60 ILCS 1/45-55)

NOMINATION BY CAUCUS

Township Caucus Date – December 1, 2020

Multi-township Caucus Date – December 2, 2020

Caucus nomination papers include: 1) Certification by the Chairman and Secretary of the Township Caucus of the names of all candidates for office in the township nominated at the caucus, 2) a Statement of Candidacy for each candidate, and 3) a receipt from the county clerk showing that each candidate has filed a Statement of Economic Interests by the last day on which nomination papers are filed. Candidates for township assessor and multi-township assessor must also file a certificate of qualifications. For a description of township caucus procedures, see SBE Township Caucus Guide for 2021.

The multi-township caucus is conducted by the multi-township political committee for all voters of the party in that district. The procedure is the same as in a single township caucus.

QUALIFICATIONS

Legal voter of the township and one-year residency in the township. (60 ILCS 1/55-5)

A person is not eligible to hold any office if that person, at the time required for taking the oath of office, has been convicted in any court located in the United States of any infamous crime, bribery, perjury, or other felony. (60 ILCS 1/55-6)

(See assessor qualifications requirements on page 39 and 40)

SIGNATURE REQUIREMENTS

Established Party – Primary Election only: At least .5% (.005) of the qualified primary electors of their party in the township. The number of qualified primary electors is determined by taking the total vote cast for the candidate for such political party who received the highest number of votes in such township at the last regular election at which an officer was regularly scheduled to be elected from that township. (10 ILCS 5/7-10(e))

New Party – Consolidated Election only: Not less than 5% of the total number of persons who voted at the last regular election in the township in which such township voted as a unit for the election of officers to serve its respective territorial area. (10 ILCS 5/10-3)

Independent – Consolidated Election only: Not less than 5% nor more than 8% (or 50 more than the minimum, whichever is greater) of the number of persons who voted at the last regular election in the township in which such township voted as a unit for the election of officers to serve its respective territorial area. (10 ILCS 5/10-3)

Example: If 1,000 voters cast ballots at the last regular election in the township, the formula of 5% – 8% would result in a signature requirement of 50 – 80. Illinois statutes (10 ILCS 5/10-3) require a difference of 50 between the minimum and maximum. Therefore, the signature requirement would be 50 – 100.

FILING DATES

Nomination by primary election, November 16-23, 2020 (not more than 99 nor less than 92 days prior to the consolidated primary).

New political party and independent candidates file during the December 14-21, 2020, filing period (not more than 113 nor less than 106 days prior to the consolidated election). Caucus certificates of nomination are filed during this filing period.

WHERE TO FILE

With the Township Clerk's office (or, if the township lies wholly within the jurisdiction of a Municipal Board of Election Commissioners, with the Municipal Board of Election Commissioners). Multi-township assessor candidates file with the election authority. (10 ILCS 5/7-12(3); 60 ILCS 1/45-20(b))

TERM

4 years and until their successors are elected and qualified. (60 ILCS 1/50-5, 50-10(a), 50-40))

TERM BEGINS

Township Supervisors and Township Clerks: Third Monday of the month following their election – May 17, 2021.
(60 ILCS 1/50-15(b))

Township Trustees: Third Monday of the month following their election and until their successors are elected and qualified – May 17, 2021. (60 ILCS 1/50-40)

Township Assessors and Multi-township Assessors: On January 1 following their election – January 1, 2022.
(35 ILCS 200/2-45(a); 60 ILCS 1/50-15(c))

Township Collectors: On January 1 following their election and qualification – January 1, 2022. (60 ILCS 1/50-15(a))

Highway Commissioner: Third Monday in May after their election (May 17, 2021) and until their successors are elected and qualified. (605 ILCS 5/6-116)

CAMPAIGN DISCLOSURE

Reports must be filed either on paper or electronically with the State Board of Elections, 2329 S. MacArthur Blvd., Springfield, IL 62704 or 100 W. Randolph Street, Suite 14-100, Chicago, IL 60601.

TOWNSHIP AND MULTI-TOWNSHIP ASSESSOR QUALIFICATIONS – REVISED 8/23/2019

All candidates for township or multi-township assessor must file a Certificate of Educational Qualification with their nomination papers under Section 2-45 of the Property Tax Code. (35 ILCS 200/2-45) Candidates who are filing nomination papers, participating in a caucus, or participating as a write-in candidate must meet one of the minimum education requirements described below. The requirements for township or multi-township assessors are generally based upon the equalized assessed value (“EAV”) of the assessment jurisdiction. Individuals appointed to fill a vacancy or individuals contracted to perform the work in a jurisdiction must also meet the applicable education requirements.

Important: Note that the Illinois Department of Revenue (“IDOR”) pre-appointment and pre-election education requirements are different from the Certified Illinois Assessing Officer (“CIAO”) maintenance requirements.

Introductory assessment jurisdiction

In an **introductory** assessment jurisdiction with \$10 million or less in non-farm EAV and less than \$1 million in commercial and industrial EAV, Section 2-45(b) of the Property Tax Code requires that a candidate must possess one of the following qualifications (35 ILCS 200/2-45(b)):

- Passed the Township Assessor-Introductory Course offered by IDOR.
- Passed the Basic Course offered by the Illinois Property Assessment Institute prior to January 1, 1997.
- Possess a designation approved for larger assessment jurisdictions.

Intermediate assessment jurisdiction

In an intermediate assessment jurisdiction with more than \$10 million in non-farm EAV and less than \$25 million in non-farm EAV and less than \$1 million in commercial and industrial EAV, the qualifications differ depending upon whether the candidate was previously elected in any such jurisdiction.

If the candidate has not been previously elected to office in an assessment jurisdiction that in 1994 and thereafter had more than \$10 million and less than \$25 million in non-farm EAV and less than \$1 million in commercial and industrial EAV, Section 2-45(d) of the Property Tax Code requires that a candidate must possess one of the qualifications for an introductory assessment jurisdiction under Section 2-45(b). (35 ILCS 200/2-45(d))

If the candidate was previously elected to office in an assessment jurisdiction that in 1994 and thereafter had more than \$10 million and less than \$25 million in non-farm EAV and less than \$1 million in commercial and industrial EAV, Section 2-45(d) of the Property Tax Code requires that a candidate must possess one of the designations for a larger assessment jurisdiction under Section 2-45(c). (35 ILCS 200/2-45(d))

Larger assessment jurisdiction

In a larger assessment jurisdiction with more than \$25 million in non-farm EAV or more than \$1 million in commercial and industrial EAV, Section 2-45(c) of the Property Tax Code requires that a candidate must possess one of the following designations (35 ILCS 200/2-45(c)):

- A currently active CIAO designation from the IPAI.
- A currently active AAS, CAE, or MAS designation from the IAAO.
- A currently active MAI, SREA, SRPA, SRA, or RM designation from the Appraisal Institute.
- A currently active IFA, IFAS, or IFAC designation from the National Association of Independent Fee Appraisers.
- A currently active ASA designation from the American Society of Appraisers.

All candidates are required to complete the Pre-appointment/Pre-election Certification Application for a Certificate of Qualification.

For any additional information regarding the education requirements for township or multi-township assessor, contact the Property Tax Assessment Education Program Unit by email at rev.PropTaxEd@illinois.gov.

HIGHWAY COMMISSIONER AND ROAD DISTRICT CLERK

Road District (Commission Form Counties)

NOMINATION PAPERS

Petitions: Established Party (SBE Form P-10, for primary); New Party (SBE Form P-8, for consolidated election); Independent (SBE Form P-3, for consolidated election)

Statement of Candidacy: Established Party (SBE Form P-1); New Party (SBE Form P-1D); Independent (SBE Form P-1B)

Loyalty Oath (optional): All candidates (SBE Form P-1C)

Statement of Economic Interests: Filed with the county clerk. (5 ILCS 420/4A-106)

Fair Campaign Practices Act (voluntary): Filed with the State Board of Elections or the county clerk.

QUALIFICATIONS

Legal voter and one-year residency in the district. (605 ILCS 5/6-115)

SIGNATURE REQUIREMENTS

(For the actual number required, contact your Road District Clerk).

Established Party – Primary Election only: At least .5% (.005) of the qualified primary electors of their party in the road district. The number of qualified primary electors is determined by taking the total votes cast for the candidate for such political party who received the highest number of votes in such road district at the last regular election at which an officer was regularly scheduled to be elected from that road district. (10 ILCS 5/7-10(e))

New Party – Consolidated Election only: Not less than 5% of the total number of persons who voted at the last regular election in the road district in which such road district voted as a unit for the election of officers to serve its respective territorial area. (10 ILCS 5/10-2)

Independent – Consolidated Election only: Not less than 5% nor more than 8% (or 50 more than the minimum, whichever is greater) of the number of persons who voted at the last regular election in the road district in which such road district voted as a unit for the election of officers to serve its respective territorial area. (10 ILCS 5/10-3)

Example: If 1,000 voters cast ballots at the last regular election in the township, the formula of 5% – 8% would result in a signature requirement of 50 – 80. Illinois statutes (10 ILCS 5/10-3) require a difference of 50 between the minimum and maximum. Therefore, the signature requirement would be 50 – 100.

FILING DATES

Nomination by primary election, November 16-23, 2020 (not more than 99 nor less than 92 days prior to the consolidated primary).

New political party and independent candidates file during the December 14-21, 2020, filing period (not more than 113 nor less than 106 days prior to the consolidated election).

WHERE TO FILE

With the Road District Clerk.

TERM

4 years and until a successor is elected and qualified. (605 ILCS 5/6-116)

TERM BEGINS

Third Monday in May (May 17, 2021) after the election. (605 ILCS 5/6-116)

CAMPAIGN DISCLOSURE

Reports must be filed either on paper or electronically with the State Board of Elections, 2329 S. MacArthur Blvd., Springfield, IL 62704 or 100 W. Randolph Street, Suite 14-100, Chicago, IL 60601.

STATEMENT OF CANDIDACY

INDEPENDENT

NAME:	CITY, VILLAGE, TOWNSHIP, COUNTY, DISTRICT or STATE
ADDRESS – ZIP CODE:	OFFICE: A Full Term is sought, unless an unexpired term is stated here: ___ year unexpired term

If required pursuant to 10 ILCS 5/7-10.2, 8-8.1 or 10-5.1, complete the following (this information will appear on the ballot)

FORMERLY KNOWN AS _____ UNTIL NAME CHANGED ON _____
(List all names during last 3 years) (List date of each name change)

STATE OF ILLINOIS)
)
County of _____) SS.

I, _____ being first duly sworn (or affirmed), say that I reside at _____, in the City, Village, Unincorporated Area of _____ (if unincorporated, list municipality that provides postal service) Zip Code _____ in the County of _____, State of Illinois; that I am a qualified voter therein, that I am a candidate for election to the office of _____ in the _____ to be voted upon at the election to be held on _____ and that (Name of City, Village, Township, County, District or State) (date of election)

I am legally qualified (including being the holder of any license that may be an eligibility requirement for the office to which I seek election) to hold such office and that I have filed (or I will file before the close of the petition filing period) a Statement of Economic Interests as required by the Illinois Governmental Ethics Act and I hereby request that my name be printed upon the official ballot for election to such office.

(Signature of Candidate)

Signed and sworn to (or affirmed) by _____ before me, on _____
(Name of Candidate) (insert month, day, year)

(SEAL)

(Notary Public's Signature)

INDEPENDENT CANDIDATE PETITION

We, the undersigned, qualified voters in the _____ of _____ in the County of _____ and State of Illinois, do hereby petition that the following named person shall be an Independent Candidate for election to the office hereinafter specified to be voted for at the _____ Election to be held on _____ (date of election).

NAME:	OFFICE:
ADDRESS – ZIP CODE:	
A Full Term is sought, unless an unexpired term is stated here: ____ year unexpired term	

If required pursuant to 10 ILCS 5/10-5.1, complete the following (this information will appear on the ballot)
FORMERLY KNOWN AS _____ UNTIL NAME CHANGED ON _____

(List all names during last 3 years)

(List date of each name change)

NAME (VOTER'S SIGNATURE)	VOTER'S PRINTED NAME (optional)	STREET ADDRESS OR RR NUMBER	CITY, TOWN OR VILLAGE	COUNTY
1.			,IL	
2.			,IL	
3.			,IL	
4.			,IL	
5.			,IL	
6.			,IL	
7.			,IL	
8.			,IL	
9.			,IL	
10.			,IL	

State of _____)
County of _____) SS.

I, _____ (Circulator's Name) do hereby certify that I reside at _____, in the City/Village/Unincorporated Area of _____ (if unincorporated, list municipality that provides postal service) (Zip Code) _____, County of _____, State of _____ that I am 18 years of age or older (or 17 years of age and qualified to vote in Illinois), that I am a citizen of the United States, and that the signatures on this sheet were signed in my presence, not more than 90 days preceding the last day of filing of the petitions and are genuine and that to the best of my knowledge and belief the persons so signing were at the time of signing the petition registered voters of the political division in which the candidate is seeking elective office, and their respective residences are correctly stated, as above set forth.

(Circulator's Signature)

Signed and sworn to (or affirmed) by _____ before me, on _____
(Name of Circulator) (Insert month, day, year)

(SEAL)

(Notary Public's Signature)

____ATTACH TO PETITION____

10 ILCS 5/7-10.1

Suggested
Revised July, 2004
SBE No. P-1C

L O Y A L T Y O A T H
(OPTIONAL)

United States of America)
)
State of Illinois) SS.

I, _____, do swear (or affirm) that I am a citizen of the United States and the State of Illinois, that I am not affiliated directly or indirectly with any communist organization or any communist front organization, or any foreign political agency, party, organization or government which advocates the overthrow of constitutional government by force or other means not permitted under the Constitution of the United States or the Constitution of this State; that I do not directly or indirectly teach or advocate the overthrow of the government of the United States or of this State or any unlawful change in the form of the governments thereof by force or any unlawful means.

(Signature of Candidate)

Signed and sworn to (or affirmed) by _____ before me,
(Name of Candidate)

on _____
(insert month, day, year)

(Notary Public's Signature)

(SEAL)

Statement of Economic Interests to be Filed with the County Clerk
(Type or Print)

Name: _____

Each Office or Position of Employment for which this Statement is Filed:

Full Post Office Address: _____

GENERAL DIRECTIONS

The interest (if constructively controlled by the person making the statement) of a spouse or any other party, shall be considered to be the same as the interest of the person making the statement. Campaign receipts shall not be included in this statement. **If more space is needed, please attach supplemental listing.**

- 1. List the name and instrument of ownership in any entity doing business with a unit of local government in relation to which the person is required to file, in which the ownership interest held by the person at the date of filing is in excess of \$5,000 fair market value, or from which dividends in excess of \$1,200 were received during the preceding calendar year: (In the case of real estate, location thereof shall be listed by street address, or if none, then by legal description.) No time or demand deposit in a financial institution, nor any debt instrument shall be listed.

Business Entity	Instrument of Ownership	Position of Management
_____	_____	_____
_____	_____	_____
_____	_____	_____

- 2. List the name, address and type of practice of any professional organization in which the person making the statement was an officer, director, associate, partner or proprietor, or served in any advisory capacity, from which income in excess of \$1,200 was derived during the preceding calendar year:

Name	Address	Type of Practice
_____	_____	_____
_____	_____	_____
_____	_____	_____

- 3. List the nature of professional services rendered (other than to the unit or units of local government in relation to which the person is required to file) to each entity from which income exceeding \$5,000 was received for professional services rendered during the preceding calendar year by the person making the statement:

- 4. List the identity (including the address or legal description of real estate) of any capital asset from which a capital gain of \$5,000 or more was realized during the preceding calendar year:

- 5. List the name of any entity and the nature of the governmental action requested by any entity which has applied to a unit of local government in relation to which the person must file for any license, franchise or permit for annexation, zoning or rezoning or real estate during the preceding calendar year, if the ownership interest of the person filing is in excess of \$5,000 fair market value at the time of filing, or if income or dividends in excess of \$1,200 were received by the person filing from the entity during the preceding calendar year:

- 6. List the name of any entity doing business with a unit of local government in relation to which the person is required to file, from which income in excess of \$1,200 was derived during the preceding calendar year other than for professional services and the title or description of any position held in that entity: (No time or demand deposit in a financial institution nor any debt instrument need be listed.)

- 7. List the name of any unit of government that employed the person making the statement during the preceding calendar year, other than the unit or units of government in relation to which the person is required to file:

- 8. List the name of any entity from which a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500, was received during the preceding calendar year:

VERIFICATION

I declare that this Statement of Economic Interests (including any accompanying schedules and statements) has been examined by me and to the best of my knowledge and belief is a true, correct and complete statement of my economic interests as required by the Illinois Governmental Ethics Act. I understand that the penalty for willfully filing a false or incomplete statement shall be a fine not to exceed \$1,000, or imprisonment in a penal institution other than the penitentiary not to exceed one year, or both fine and imprisonment.

(Signature of Person Making Statement)

(Date)