

A close-up, vertical view of the American flag, showing the stars and stripes. The flag is draped and slightly wrinkled, with the blue field containing white stars and the red and white stripes visible. The flag occupies the left side of the page.

State of Illinois

TOWNSHIP CAUCUS GUIDE FOR 2021

Issued by the
Illinois State Board of Elections

Issued: July 2020

INTRODUCTION

Political Party Township Caucuses: Township caucuses shall be held by each established political party on the first Tuesday in December preceding the date of the township election. For the 2021 Consolidated Election, the township caucuses will be held on Tuesday, December 1, 2020. (60 ILCS 1/45-10)

Political Party Multi-Township Caucuses: Multi-township caucuses shall be held by each established political party on the first Wednesday in December preceding the date of the multi-township election. For the 2021 Consolidated Election, the multi-township caucuses will be held on Wednesday, December 2, 2020. (60 ILCS 1/45-25(a))

When to Hold a Primary Election: Most townships in Illinois use the caucus method of nominating established party candidates for township office; however, a primary election is required for nominations of political party candidates for township officers in townships of over 5,000 population whose boundaries are co-extensive with or lie wholly within incorporated towns, villages, or cities not under the commission form of government. (60 ILCS 1/45-5, 10 ILCS 5/7-1(a))

In counties with a population of more than 3,000,000 (e.g. Cook County) and in townships with a population of more than 15,000 in counties other than Cook, the township central committee of a political party may decide to nominate its candidates by primary election. If the township central committee decides to hold a primary, it must file a statement of that determination ([SBE Form M-11](#)) with the county clerk no later than November 15, 2020, preceding the township election. If any part of a township is within the jurisdiction of a board of election commissioners, the township central committee must promptly notify that board of the determination. (60 ILCS 1/45-55)

Caucus costs: The costs of the caucus are borne by the (multi) township. (10 ILCS 5/17-30; 60 ILCS 1/45-45)

NOTE: For the purposes of this guide, “(multi) township” is to indicate that the provision applies to both townships and multi-townships. When information differs (dates, etc.) multi-township and township have been separated.

FORMS

Election law prescribes the general format of election forms to be used and the State Board of Elections (“SBE”) has prepared suggested forms. The suggested forms provided by the SBE may be utilized, or if the forms are not mandated, they can use a version of forms they create themselves that include the legal requirements set by the Election Code.

All suggested forms are available to be copied from the back of this guide. Forms are also available for purchase from election supply companies. Local election officials are advised to contact their election authority (county clerk or board of election commissioners) regarding the availability of forms.

PRE-CAUCUS REQUIREMENTS for POLITICAL PARTIES

NOTICE of CAUCUS by TOWNSHIP CLERK and MULTI-TOWNSHIP CLERK

Not less than 30 days before the caucus in a (multi) township, the (multi) township must notify the chair or membership of each (multi) township central committee by first-class mail of the chair's or membership's obligation to report the time and location of the political party's caucus. (60 ILCS 1/45-10(a))

The deadline for the **township clerk** to mail notification is Sunday, November 1, 2020. (60 ILCS 1/45-10(a))

The deadline for the **multi-township clerk** to mail notification is Monday, November 2, 2020. (60 ILCS 1/45-25c))

TOWNSHIP and MULTI-TOWNSHIP CENTRAL COMMITTEES

Not less than 20 days before the (multi) township caucus, each chair of the (multi) township caucus shall notify the clerk by first-class mail of the time and location of the political party's caucus.

Township Central Committee and Notice of Caucus: The "**Township Central Committee**" shall consist of (i) in all counties of 3,000,000 or less, the elected or appointed precinct committee persons of each established political party within the township or (ii) in counties of 3,000,000 or more, the elected or appointed township committee persons of each established political party. (60 ILCS 1/45-15)

The **township central committee** chair's deadline to notify the clerk is Wednesday, November 11, 2020. (60 ILCS 1/45-10(a))

Multi-Township Central Committee and Notice of Caucus: The "**Multi-Township Central Committee**" of each established political party shall consist of the elected or appointed precinct committee member of each established political party within the multi-township district. (60 ILCS 1/45-25(b))

The **multi-township central committee** chair's deadline to notify the clerk is Thursday, November 12, 2020. (60 ILCS 1/45-25(c))

NOTE: If the time and location of 2 or more political party caucuses conflict, the (multi) township clerk shall establish, by a fair and impartial public lottery, the time and location for each caucus. Also, the SBE recommends the (multi) township central committee to select a committee chair prior to the caucus who would be chair of the caucus proceedings. (60 ILCS 1/45-10, 45-25(c))

TOWNSHIP BOARD OF TRUSTEES and MULTI-TOWNSHIP CENTRAL COMMITTEE

Notice of Caucus by Publication: At least 10 days before the caucus, the **township board or the multi-township central committee, whichever the case may be**, must publish a notice ([SBE Form N-6](#)) of the time and location for each party caucus. The notice must be published in some newspaper having a general circulation in the township. (60 ILCS 60 1/45-10(a), 1/45-25c))

For **townships**, the publication deadline is Saturday, November 21, 2020. (60 ILCS 1/45-10a))

For **multi-townships**, the publication deadline is Sunday, November 22, 2020. (60 ILCS 1/45-25(c))

ESTABLISHING RULES OF PROCEDURE

The (multi) township central committees shall promulgate caucus Rules of Procedure prior to holding their respective established political party's caucus. The Rules of Procedure must be approved and may be amended by a majority vote of the qualified participants at the caucus. (60 ILCS 1/45-50(a))

The Rules of Procedure shall include, but are not necessarily limited to the following:

1. No caucus shall commence earlier than 6:00 p.m.
2. The caucus shall commence at the place specified in the notice of caucus.
3. Procedures by which qualified caucus participants shall determine by majority vote the duties of caucus judges of election. Caucus judges of election shall be appointed by a majority vote of the (multi) township central committee. No judge of the Supreme Court, Appellate Court, Circuit Court, or Associate Judge shall serve as a caucus judge of election.
4. Nominations for selection as a candidate shall be accepted from any qualified participant of the caucus.
5. Method of voting (i.e., written ballot, voice vote, show of hands, standing vote) for determining the candidate or candidates selected for nomination.
6. Whether candidates will be selected as a slate or as individual nominees for each office.
7. Whether written notice of intent to be a caucus nominee shall be required.
8. Other rules deemed necessary by the central committee at the time the rules are promulgated or by the majority of the qualified caucus participants when the rules are being considered at their meeting.
9. A participant in a caucus shall be entitled to only one vote for each office for which they are voting. A participant's vote shall not be weighted to be equal to more than one vote.

(60 ILCS 1-45-50(b)(1)-(9))

NOTE: The voters participating at an established political party (multi) township caucus shall not select for nomination more candidates than there are to be elected for each office. (60 ILCS 1/45-50(d))

CAUCUS PARTICIPATION

Requirements for Participation: Individuals participating at a political party's (multi) township caucus:

1. Shall be registered under Article 4, 5, or 6 of the Election Code;
2. Shall be registered within the (multi) township district for which the nomination is made ([SBE Form H-1](#));
3. Shall sign an affidavit that they are a registered voter and affiliated with the established political party holding the caucus;
4. Shall not take part in the proceedings of more than one established political party (multi) township caucus for the same election (the requirement also applies to (multi) township clerks);
5. Shall not sign a petition of nomination for an independent or new political party candidate for the same election;
6. Shall not become an independent candidate or a candidate of another established political party or a new political party for the same election.

(60 ILCS 1/45-50(c)(1-6))

Prohibitions on Participation: No person may participate at a (multi) township caucus of an established political party if such person is or was at any time during the 12 months prior to the caucus:

1. An elected or appointed public official of another established political party;
2. An elected or appointed officer, director, precinct committeeperson, or representative of the township committeeperson of another established political party;
3. A judge of election appointed for another statewide established political party pursuant to Articles 13 or 14 of the Election Code;
4. A voter who voted in the primary election of another statewide established political party different from the party holding the caucus (e.g., a voter who cast a Republican ballot at the March 2020 General Primary Election cannot participate in a Democratic caucus in December 2020).

(60 ILCS 1/45-50(a)(1-4))

CAUCUS DAY PROCEDURES

Please note that while some procedures below are explicitly required by 60 ILCS 1/45, some are simply suggested procedures to follow. For more information on caucus day procedures, review 60 ILCS 1/45 for specific information.

1. Upon entering the room where the caucus is held, caucus judges have each participant sign an affidavit stating that they are a registered voter in the (multi) township and are affiliated with the established political party conducting the caucus. ([SBE Form H-1](#)) (60 ILCS 1/45-50(c)(3))
2. At the appointed time, the chair of the (multi) township central committee shall call the meeting to order. The first order of business shall be to elect a secretary from the assembly. The secretary-elect should take their place next to the chair and proceed to record the caucus business. The Rules of Procedure, which will have been drafted by the appropriate (multi) township central committee, must be approved and may be amended by a majority vote of the qualified participants attending the caucus. (60 ILCS 1/45-50(a))
3. The chair, or presiding officer, shall then announce the method of voting selected by the (multi) township central committee, introduce the caucus judges of election, and announce the offices for which nominees are to be chosen.
4. The chair shall call for opening nominations for each office according to the order in which the offices will appear on the township election ballot. Nominations from the floor may be made and no second is required; however, one or more members of the caucus may wish to offer a second as a form of endorsement. The chair should repeat each nomination as is illustrated in the following:

Chair: Nominations are now in order for candidates for the office of township supervisor.
Member: I nominate Mr. Smith
Chair: Mr. Smith is nominated. Are there any further nominations?
5. When it appears that no one else wishes to make any further nomination for an office, the chair should again ask the assembly if anyone has a further nomination to offer and, if not, they shall declare the nominations closed and proceed to either vote on the nominations or proceed to open nominations for the next office, depending on the procedure that the (multi) township central committee has selected.

6. For **township caucuses**, the caucus judges of election are responsible for tallying the vote, with the township central committee acting as the canvassing board (60 ILCS 1/45-20(a)). For **multi-township caucuses**, there is some ambiguity in the statutory language, but in practice most multi-township caucuses are canvassed by the multi-township central committee. For jurisdictions operating under board of election commissioners, the board shall make abstracts or statements of the votes for all offices and questions voted on at the election. (10 ILCS 5/22-8) If any method other than a written ballot is employed, the canvass will be concurrent with the tallying. For instance, if a voice vote is issued, the caucus judges of election will make their report with the concurrence of the (multi) township central committee; such concurrence shall take the place of the canvass. The chair will then declare the candidates nominated.
7. If written ballots are used, the SBE advises having a centrally located ballot box over which the caucus judges of election can maintain control. A reasonable amount of time should be allowed for voting. When it appears that those wishing to vote have done so, the chair shall inquire as to whether there is anyone who has not completed their vote. If there is no reply from the floor, the chair shall declare the balloting closed. The caucus judges of election shall immediately begin tallying the votes. As soon as tallying has been completed, the (multi) township central committee shall proceed to canvass the caucus report. Upon completion of the canvass, the chair shall announce the results and declare the nominees).* The voters participating at an established political party (multi) township caucus shall not select for nomination more candidates than there are to be elected for each office.
8. When the selection of all nominees has been completed, the chair shall call for a motion from the floor to adjourn. After the motion is seconded, a voice vote on adjournment shall be taken. Upon an affirmative vote, the Chair then adjourns the meeting.

** No candidate for nomination at a caucus shall be required to (1) circulate and file nomination petitions or (2) file a fee in order to become a candidate at the caucus. (60 ILCS 1/45-50(e))*

POST CAUCUS PROCEDURES

MULTI-TOWNSHIP and TOWNSHIP CENTRAL COMMITTEE

Caucus Results: The **township central committee** shall canvass and declare the results of the caucus. (60 ILCS 1/45-20(a))

For the **multi-township central committee** there is some ambiguity in the statutory language, but in practice most multi-township caucuses are canvassed by the multi-township central committee

Filing of Certificate of Nomination by Caucus: The chair of the (multi) township central committee shall file a Certificate of Nomination by Caucus ([SBE Form H-2](#)) listing each candidate nominated for township office at the caucus. The Certificate of Nomination by Caucus shall include for each candidate: a Statement of Candidacy ([SBE Form P-1K](#)), the Loyalty Oath (optional) ([SBE Form P-1C](#)), and a receipt for filing a Statement of Economic Interest with the county clerk. The Certificate of Nomination by Caucus shall be filed between 106 and 113 days prior to the (multi) township election (December 14, 2020 – December 21, 2020). (10 ILCS 5/7-60.1; 60 ILCS 1/45-20(b), 45-25(e), 45-30(a)) The Certificate of Nomination by Caucus shall be signed by both the chair and the secretary of the caucus who shall each also include their residence addresses.

The Certificate of Nomination by Caucus for the **township central committee** shall be filed with the township clerk or the appropriate board of election commissioners, if applicable. (60 ILCS 1/45-20(b))

The Certificate of Nomination by Caucus for the **multi-township central committee** shall be filed in the office of the election authority. (60 ILCS 1/45-25(e))

Certification of Ballot: The **township clerk** shall file a Certification of Ballot ([SBE Form G-1](#)) with the election authority (county clerk or board of election commissioners). This certifies to the election authority (pursuant to the general election law of Illinois) the offices and names of the nominees for each office as they appear upon the Certificate of Nomination by Caucus. This must be filed not less than 68 days before the April 6, 2021, Consolidated Election, which is January 28, 2021. (10 ILCS 5/7-60.1, 60 ILCS 1/45-20(c))

Ballot Placement Lottery: The local election authority shall, prior to certification, determine by a fair and impartial method of random selection the order of placement of the established political party

candidates for the Consolidated Election ballot. Such determination shall be made in the office of the local election official and shall be open to the public. Three days written notice of the time and place of conducting such random selection shall be given by each local election official to the county chair of each established political party, and to each organization of citizens within the election jurisdiction which was entitled, under Article 7 of the Election Code, at the next preceding election, to have pollwatchers present on the day of election. Each local election official shall post in a conspicuous, open and public place, at the entrance of the office, notice of the time and place of such lottery. The local election official shall then file the Certification of Political Party Ballot Placement Lottery ([SBE Form M-1](#)) as part of their official certification of candidates to the election authorities whose duty it is to prepare the official ballot for the consolidated election in that political subdivision. (10 ILCS 5/7-60.1)

Exception – Townships under Board of Election Commissioners: If the township is entirely within the corporate limits of a city, village, or incorporated town under the jurisdiction of a board of election commissioners, the nomination papers and the results of the party ballot placement lottery form shall be filed in the office of the board of election commissioners instead of the township clerk.

NOMINATED CANDIDATES FOR ASSESSOR

The Certificate of Nomination by Caucus, Statement of Candidacy, the Loyalty Oath (optional), and receipt for filing a Statement of Economic Interests filed on behalf of a candidate for the office of (multi) township assessor are not valid unless the candidate files with the township clerk or board of election commissioners, as the case may be, proof of their qualifications pursuant to Section 2-45 of the Property Tax Code. (35 ILCS 200/2-45(e)) In accordance with the Property Tax Code, a candidate for (multi) township assessor cannot file nominating papers or participate as a candidate unless a copy of the certificate of their qualifications is filed with the township clerk, board of election commissioners, or other appropriate authority as required by the Election Code. (35 ILCS 200/2-45(b)) See the 2021 State Board of Elections' Candidate's Guide for more information regarding these qualifications.

The appropriate election authority shall notify the candidates for township assessor or multi-township assessor of the obligation to file proof of their qualifications as provided in Section 2-45 of the Property Tax Code. (60 ILCS 1/45-40)

TOWNSHIP CLERK/BOARD OF ELECTION COMMISSIONERS – Campaign Finance Reporting Obligations

The township clerk or board of election commissioners, as the case may be, with whom caucus Certificates of Nomination are filed must provide the D-5 Notice of Obligation to comply with the Illinois Campaign Financing Act to each candidate at the time they file their nomination papers. (10 ILCS 5/7-127, 5/10-6.1) However, if a candidate files their nomination papers by mail, or an agent of the candidate files their nomination papers, the Board or the county clerk with whom the petitions were filed will send the notice to the candidate by first class mail within 2 business days. (10 ILCS 5/9-16) The notice will state that the manual of instructions and forms for statements required to be filed under Article 9 of the Election Code are available from the State Board of Elections or county clerk upon request. (10 ILCS 5/9-15(3)) All suggested forms are available to be copied from the back of this publication.

FILING LOCATION REMINDER

The township central committee files the Certification of Nomination by Caucus with the township clerk or board of election commissioners. The township clerk or board will retain the Certificate of Nomination by Caucus and all candidate paperwork. The township clerk or board will then file a Certification of Ballot ([SBE Form G-1](#)) with the election authority county clerk or board of election commissioners). (10 ILCS 5/7-60.1, 60 ILCS 1/45-20(b))

The multi-township central committee files the certificate of nomination by caucus directly with the election authority county clerk or board of election commissioners), who will retain the Certificate of Nomination by Caucus and all candidate paperwork. (60 ILCS 1/45(e))

CALENDAR

Sunday, November 1, 2020

Last day for the township clerk to notify the chair or membership of each township central committee by first-class mail of the chair's or membership's obligation to report the time and location of the political party's caucus.

Monday, November 2, 2020

Last day for the multi-township clerk to notify the chair or membership of each multi-township central committee by first-class mail of the chair's or membership's obligation to report the time and location of the political party's caucus.

Sunday, November 15, 2020

Last day for the township central committees having a population of over 3,000,000 (Cook County) and in townships having a population of over 15,000 in counties other than Cook County, to notify the appropriate election authority that their specific party will nominate candidates by primary election.

Wednesday, November 11, 2020

Last day for each chair of a township central committee to notify the township clerk by first-class mail of the time and location of their political party's caucus.

Thursday, November 12, 2020

Last day for each chair of a multi-township central committee to notify the multi-township clerk by first-class mail of the time and location of their party's caucus.

Monday, November 16 – Monday, November 23, 2020

Filing period for established political party candidates who seek nomination at the February 23, 2021, Consolidated Primary Election.

Saturday, November 21, 2020

Last day for a township board to publish a notice stating the time and location of the caucus for each political party.

Sunday, November 22, 2020

Last day for the multi-township central committee of each established political party to publish the notice stating the time and location of the multi-township caucus.

Tuesday, December 1, 2020

Established political party township caucus.

Wednesday, December 2, 2020

Established political party multi-township caucus.

Monday, December 14, 2020

First day the established political party Certificate of Nomination by Caucus form may be filed in the office of the local election official, or board of election commissioners, with a Statement of Candidacy, Loyalty Oath (optional), and a receipt for filing a Statement of Economic Interests for each candidate.

Monday, December 14 – Monday, December 21, 2020

Filing period for new party, nonpartisan, and independent candidates who seek election at the April 6, 2021, Consolidated Election.

Monday, December 21, 2020

Last day the established political party Certificate of Nomination by Caucus form may be filed in the office of the local election official, or the appropriate board of election commissioners, with a Statement of Candidacy, Loyalty Oath (optional), and a receipt for filing a Statement of Economic Interests for each candidate. Candidates for (multi) township assessor are obligated to file a Certificate of Qualifications as provided in Section 2-45 of the Property Tax Code.

Thursday, January 28, 2021

- The last day (68 days prior to the Consolidated Election) for the township clerk to hold the party placement lottery and file the Certification of Political Party Ballot Placement Lottery ([SBE Form M-1](#)) with the election authority (county clerk or board of election commissioners).
- The last day (68 days prior to the Consolidated Election) that the township clerk can certify to the election authority (county clerk or board of election commissioners) a Certification of Ballot ([SBE Form G-1](#)). This certificate must list the offices and names of the nominees for each office as they appear upon the Certificate of Nomination by Caucus that was filed with their office.

Tuesday, February 23, 2021

Illinois Consolidated Primary Election to be held.

Tuesday, April 6, 2021

Illinois Consolidated Election to be held.

FORMS

	Code of Fair Campaign Practices
	D-5 Notice of Obligation
<u>SBE Form G-1</u>	Certification of Ballot Party Candidate)
<u>SBE Form H-1</u>	Affidavit of Voter Attending Township Caucus
<u>SBE Form H-2</u>	Certificate of Nomination by Caucus
<u>SBE Form M-1</u>	Certification of Political Party Ballot Placement Lottery
<u>SBE Form M-11</u>	Request for Primary Election – Township
<u>SBE Form N-6</u>	Notice of Caucus
<u>SBE Form P-1C</u>	Loyalty Oath
<u>SBE Form P-1K</u>	Statement of Candidacy – Nomination by Caucus



STATE BOARD OF ELECTIONS STATE OF ILLINOIS

ARTICLE 29B FAIR CAMPAIGN PRACTICES ACT

10 ILCS 5/29B-5. Purpose. The Legislature hereby declares that the purpose of this Article is to encourage every candidate for public office in this State to subscribe to the Code of Fair Campaign Practices. It is the intent of the Legislature that every candidate for public office in this State who subscribes to the Code of Fair Campaign Practices will follow the basic principles of decency, honesty and fair play in order to encourage healthy competition and open discussion of issues and candidate qualifications and discourage practices that cloud issues or unfairly attack opponent. (Source: P.A. 86-873.)

10 ILCS 5/29B-10. Code of Fair Campaign Practices. At the time a political committee, as defined in Article 9, files its statement of organization, the State Board of Elections, in the case of a state political committee or a political committee acting as both a state political committee and a local political committee, or the county clerk, in the case of a local political committee, shall give the political committee a blank form of the Code of Fair Campaign Practices and a copy of the provisions of this Article. The State Board of Elections or county clerk shall inform each political committee that subscription to the Code is voluntary. The text of the code shall read:

CODE OF FAIR CAMPAIGN PRACTICES

There are basic principles of decency, honesty, and fair play that every candidate for public office in the State of Illinois has a moral obligation to observe and uphold, in order that, after vigorously contested but fairly conducted campaigns, our citizens may exercise their constitutional right to a free and untrammelled choice and the will of the people may be fully and clearly expressed on the issues.

THEREFORE:

- (1) I will conduct my campaign openly and publicly, and limit attacks on my opponent to legitimate challenges to his record.**
- (2) I will not use or permit the use of character defamation, whispering campaigns, libel, slander, or scurrilous attacks on any candidate or his personal or family life.**
- (3) I will not use or permit any appeal to negative prejudice based on race, sex, sexual orientation, religion or national origin.**
- (4) I will not use campaign material of any sort that misrepresents, distorts, or otherwise falsifies the facts, nor will I use malicious or unfounded accusations that aim at creating or exploiting doubts, without justification, as to the personal integrity or patriotism of my opposition.**
- (5) I will not undertake or condone any dishonest or unethical practice that tends to corrupt or undermine our American system of free elections or that hampers or prevents the full and free expression of the will of the voters.**
- (6) I will defend and uphold the right of every qualified American voter to full and equal participation in the electoral process.**
- (7) I will immediately and publicly repudiate methods and tactics that may come from others that I have pledged not to use or condone. I shall take firm action against any subordinate who violates any provision of this Code or the laws governing elections.**

I, the undersigned, candidate for election to public office in the State of Illinois or chairman of a political committee in support of or opposition to a question of public policy, hereby voluntarily endorse, subscribe to, and solemnly pledge myself to conduct my campaign in accordance with the above principles and practices.

Date

Signature

Office Sought

(Print Name)

Date of Election

Name of Political Committee

D-5 NOTICE OF OBLIGATION

TO: All Candidates for Nomination, Election or Retention to Public Office and for Questions of Public Policy

This letter is to officially notify you of your filing obligation under Article 9 of the Election Code (An Act to Regulate Campaign Financing).

ALL CAMPAIGN DISCLOSURE DOCUMENTS, INCLUDING THE D-1 STATEMENT OF ORGANIZATION, MUST BE FILED WITH THE STATE BOARD OF ELECTIONS ONLY.

The Act requires a political committee to file a form D-1, Statement of Organization, within 10 business days of the creation of such committee, except any political committee created within the 30 days before an election must file a Statement of Organization within 2 business days. Required forms and A Guide to Campaign Disclosure are available from the Board offices and online. Failure to file or late filing of a Statement of Organization will result in a civil penalty being imposed by the Board.

Committees who must file fall within five categories: Candidate Political Committee, Political Party Committee, Political Action Committee, Ballot Initiative Committee, or Independent Expenditure Committee.

10 ILCS 5/9-1.8 Political Committees

Candidate Political Committee: means the candidate himself or herself or any natural person, trust, partnership, corporation, or other organization or group of persons designated by the candidate that accepts contributions or makes expenditures during any 12 month period in an aggregate amount exceeding \$5000 on behalf of the candidate.

Political Party Committee: means the State central committee of a political party, a county central committee of a political party, a legislative caucus committee, or a committee formed by a ward or township committeeman of a political party. A legislative caucus committee means a committee established for the purpose of electing candidates to the General Assembly by the person elected President of the Senate, Minority Leader of the Senate, Speaker of the House of Representatives, Minority Leader of the House of Representatives, or a committee established by 5 or more members of the same caucus of the Senate or 10 or more members of the same caucus of the House of Representatives.

Political Action Committee: means any natural person, trust, partnership, committee, association, corporation, or other organization or group of persons, other than a candidate, political party, candidate political committee, or political party committee, that accepts contributions or makes expenditures during any 12 month period in an aggregate amount exceeding \$5000 on behalf of or in opposition to a candidate or candidates for political office. Political Action Committee includes any natural person, trust, partnership, committee, association, corporation, or other organization or group of persons, other than a candidate, political party, candidate political committee, or political party committee, that makes electioneering communications during any 12 month period in an aggregate amount exceeding \$5000 related to any candidate or candidates for public office.

Ballot Initiative Committee: means any natural person, trust, partnership, committee, association, corporation, or other organization or group of persons that accepts contributions or makes expenditures during any 12 month period in an aggregate amount exceeding \$5000 in support of or in opposition to any question of public policy to be submitted to the electors. Ballot initiative committee includes any natural person, trust, partnership, committee, association, corporation, or other organization or group of persons that makes electioneering communications during any 12 month period in an aggregate amount exceeding \$5000 related to any question of public policy to be submitted to the voters. The \$5000 threshold applies to any contributions or expenditures received or made with the purpose of securing a place on the ballot for, advocating the defeat or passage of, or engaging in electioneering communication regarding the question of public policy, regardless of the method of initiation of the question of public policy and regardless of whether petitions have been circulated or filed with the appropriate office or whether the question has been adopted and certified by the governing body.

Independent Expenditure Committee: means any trust, partnership, committee, association, corporation, or other organization or group of persons formed for the exclusive purpose of making independent expenditures during any 12-month period in an aggregate amount exceeding \$5000 in support of or in opposition to (i) the nomination for election, election, retention, or defeat of any public official or candidate or (ii) any question of public policy to be submitted to the electors. "Independent expenditure committee" also includes any trust, partnership, committee, association, corporation, or other organization or group of persons that makes electioneering communications that are not made in connection, consultation, or concert with or at the request or suggestion of a public official or candidate, a public official's or candidate's designated political committee or campaign, or an agent or agents of the public official, candidate, or political committee or campaign during any 12-month period in an aggregate amount exceeding \$5000 related to (i) the nomination for election, election, retention, or defeat of any public official or candidate or (ii) any question of public policy to be submitted to the voters.

CERTIFICATION OF BALLOT
(Party Candidates)

Local election official must certify to each election authority (county clerk or board of election commissioners) who prepares ballots for the political subdivision

TO: _____, Election Authority

FROM: _____, Local Election Official in and for

(Political Division)

in the County of _____ and State of Illinois.

I, the undersigned Local Election Official in and for the political division aforesaid, do hereby state that this certification of ballot, consisting of _____ page(s) is a true and correct listing of all OFFICES AND CANDIDATES in the order that they are to appear on the ballot, to be voted on at the _____ Election to be held on the _____.
(insert month, day, year)

Dated: _____
(insert month, day, year)

(SEAL)

(Local Election Official)

Office _____ District or Ward _____

Term of Office _____

Number to be voted for _____

PARTY : _____ PARTY: _____

Candidates: Candidates:

1. _____ 1. _____

2. _____ 2. _____

3. _____ 3. _____

4. _____ 4. _____

5. _____ 5. _____

USE ADDITIONAL SHEETS AS NECESSARY AND ATTACH TO THIS SHEET

Office _____ District or Ward _____

Term of Office _____

Number to be voted for _____

PARTY: _____ PARTY: _____

Candidates: Candidates:

1. _____ 1. _____

2. _____ 2. _____

3. _____ 3. _____

4. _____ 4. _____

5. _____ 5. _____

Office _____ District or Ward _____

Term of Office _____

Number to be voted for _____

PARTY: _____ PARTY: _____

Candidates: Candidates:

1. _____ 1. _____

2. _____ 2. _____

3. _____ 3. _____

4. _____ 4. _____

5. _____ 5. _____

Additional sheets for candidates for _____ political division.

Office _____	District or Ward _____
Term of Office _____	
Number to be voted for _____	
PARTY: _____	PARTY: _____
Candidates:	Candidates:
1. _____	1. _____
2. _____	2. _____
3. _____	3. _____
4. _____	4. _____
5. _____	5. _____

Office _____	District or Ward _____
Term of Office _____	
Number to be voted for _____	
PARTY: _____	PARTY: _____
Candidates:	Candidates:
1. _____	1. _____
2. _____	2. _____
3. _____	3. _____
4. _____	4. _____
5. _____	5. _____

AFFIDAVIT OF VOTERS ATTENDING TOWNSHIP CAUCUS

At a caucus of the _____ Party in and for the Township of _____
 in _____ County of Illinois, held at _____, Illinois,
 on _____.
 (insert month, day, year)

STATE OF ILLINOIS)
) SS.
 County of _____)

 (Township)

I hereby certify that I am a registered voter in the Township aforesaid and that I am affiliated with the political party, aforesaid, and I am not prohibited from signing this affidavit by any of the reasons listed below; nor will I become an independent candidate or a new political party candidate at the upcoming election.

No participant shall be able to participate or to vote at any township or multi-township caucus if such person is or was at any time during the twelve months prior to the caucus:

1. an elected or appointed public official of another established political party;
2. an elected or appointed officer, director, precinct committeeman or representative of the township committeeman of another established political party;
3. a judge of election pursuant to Article 13 or 14 of The Election Code for another established political party;
4. a voter who voted in the primary election of another statewide established political party.

SIGNATURE OF VOTER	ADDRESS
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

This Affidavit was signed and sworn to before me by each of the persons whose signature appears thereon

 (insert month, day, year)

 (Caucus Judge)

CERTIFICATE OF NOMINATION BY CAUCUS

To _____
(Local Election Official)

We, the undersigned, do hereby certify that on _____ at a caucus of the _____ PARTY in the
(insert month, day, year)

_____ of _____ in _____ County, Illinois, the following nominations were made
(City, Village, Township)

for the respective offices herein designated, to be voted for at the _____ Election to be held on _____
(insert month, day, year)

NAME OF CANDIDATE (As it is to appear on ballot)	OFFICE	RESIDENCE ADDRESS (Street and number)

Place an asterisk (*) after the name of each candidate who has changed names within three years and is required to report such changes pursuant to 10 ILCS 5/7-10.2 or 10-5.1, and attach a completed Form H-2A Name Change Supplement providing details as to said name change(s). Such candidate's former name(s) and the date(s) of the change(s) shall appear on the ballot along with the candidate's current name.

We also certify that at the last candidate election in this political subdivision aforesaid, the _____ PARTY
polled more than 5% of the entire vote cast.

(Secretary)

(Presiding Officer)

(Address)

(Address)

STATE OF ILLINOIS)
) SS
County of _____)

The persons whose names are subscribed to the above certificate personally appeared before me on _____
(insert month, day, year)
and upon their oaths stated that the same is true and correct to the best of their knowledge.

(Signature of Person Authorized to Administer Oaths in Illinois)

(Title)

Filed _____ in the office of _____
(insert month, day, year)

This certificate of nomination shall be accompanied by a Statement of Candidacy and a receipt for filing Economic Interests Statement for each candidate nominated.

CERTIFICATION OF POLITICAL PARTY BALLOT PLACEMENT LOTTERY

STATE OF ILLINOIS)
) SS.
COUNTY OF _____)

(Political Division)

We, the undersigned, do hereby certify that a lottery held on _____
(insert month, day, year)
at _____, in the office of _____ at
(Local Election Official)
_____, Illinois for the purpose of determining the position placement
of certain political parties on the official ballot for the _____ Election to be held on
_____ in the aforesaid political division, the following positions for the respective
(insert month, day, year)
political parties were established:

Position No. 1, the _____ Party

Position No. 2, the _____ Party

We also certify that we were present at said lottery; that said lottery was conducted pursuant to law, and that we duly witnessed the above specified results.

DATED: _____
(insert month, day, year)

of the _____ Party

of the _____ Party

(Election Official)

A suggested form. To be submitted by Local Election Official to the Election Authority

**REQUEST FOR PRIMARY ELECTION
TOWNSHIP**

STATE OF ILLINOIS)
)
COUNTY OF _____) SS.

Notice to the Clerk of _____ County. At a meeting held on _____,
(insert month, day, year)
the _____ Township Central Committee of the _____
Party _____ Township, County of _____ and State of Illinois, determined
that the candidates for _____ Township offices to be elected at the election on
_____ shall be nominated at a Primary election pursuant to 60 ILCS 5/6A-2.
(insert month, day, year)

Said Central Committee therefore requests you conduct a Primary Election for the nomination of
candidates for _____ Township offices.

_____ Township
Central Committee Chairman

_____ Township
Central Committee Secretary

Dated: _____
(insert month, day, year)

Filed: _____ in the office of the election authority.
(insert month, day, year)

NOTICE OF CAUCUS

NOTICE IS HEREBY GIVEN

THAT ON _____,
(insert month, day, year)

A CAUCUS OF THE _____ PARTY

IN _____ OF _____

_____ COUNTY, ILLINOIS

WILL BE HELD

AT _____

COMMENCING AT _____ O'CLOCK ____ M

FOR THE PURPOSE OF NOMINATING CANDIDATES FOR THE FOLLOWING OFFICES:

DATED: _____
(insert month, day, year)

Presiding Officer

To be published not less than 10 days before the caucus. In municipalities under 500 population notice shall be given by posting in 3 public places in the municipality in lieu of publication.

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 CANDIDACY
(NOMINATION BY CAUCUS)**

NAME:	ADDRESS – ZIP CODE:
PARTY:	OFFICE:
DISTRICT:	
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)
) SS.
 County of _____)

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 and am a qualified Primary voter of

the _____ Party; that I am a candidate for election to the office of

_____ in the _____ (city, village or township), as duly

nominated at said party's caucus, to be voted upon at the election to be held on _____ (date of election)

and that I am legally qualified (including being the holder of any license that may be an eligibility requirement for the office to which I seek the nomination) 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)

STATE BOARD OF ELECTIONS

State of Illinois



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Revised July 2020