

2020 Candidate Handbook

Wesley Wilcox, CERA
Marion County Supervisor of Elections



Table of Contents

The Candidate • F.S. 97.021	1
Types of Candidates	1
Marion County Candidate	1
Candidate Qualifying • F.S. 99.061.....	2
Qualifying Officer and Location.....	2
Official Qualifying Period.....	2
Qualifying Documents • F.S. 99.021, 99.061, 99.095, 106.021, 106.023 [★]	3
Special District Documents [★]	3
Qualifying Method: Petition Process • F.S. 99.095, Rule 15-2.045	4
Petition Verification Fee.....	4
Special District Petitions and Verification Fee.....	4
Qualifying Method: Qualifying Fee • F.S. 99.061	5
Special District Qualifying Fee	5
Qualifying Fee, Candidate Decides Not to Run	5
Qualifying Method: Write-In Candidate • F.S. 99.061	6
Write-In Qualifying Documents.....	6
2020 Qualifying Information for Marion County Offices	7
2020 Dates to Remember	8
2020 Reporting Schedule • F.S. 106.0702.....	9
2020 Vote-By-Mail (VBM) Schedule.....	10
Vote-By-Mail Information	10

Web Link Addresses

Throughout this document text [underlined in blue](#) is a hyperlink to a website. For those who wish to type the address in to a web browser, the links are listed.

Florida Division of Elections, dos.myflorida.com/elections

Candidates and Committees, dos.myflorida.com/elections/candidates-committees

Forms and Publications, dos.myflorida.com/elections/forms-publications

Florida Commission on Ethics Website and Forms, www.ethics.state.fl.us

Marion County Supervisor of Elections, www.votemarion.gov

Candidate Login, www.votemarion.gov/candidate-login.aspx

The Candidate • F.S. 97.021

A candidate is any person to whom any one or more of the following apply:

- Seeks to qualify for nomination or election by means of the petitioning process.
- Seeks to qualify for election as a write-in candidate.
- Receives contributions or makes expenditures or gives consent for any other person to receive contributions or to make expenditures, with a view to bringing about his or her nomination or election to, or retention in, public office.
- Appoints a campaign treasurer and designates a campaign depository.
- Files qualification papers and subscribes to a candidate's oath as required by law.

Each candidate is personally responsible for compliance with [Chapter 106](#) requirements. Non-compliance will result in possible fines and penalties.

Types of Candidates

Announced Candidate

Any person, who has made a public statement of intent to run for public office. An announced candidate **may not** accept any contributions or expend funds until he/she becomes a filed candidate.

Filed Candidate

Any person who has appointed a campaign treasurer, designated a financial institution, for depositing campaign contributions, and filed form DS-DE 9, *Appointment of Campaign Treasurer and Designation of Campaign Depository*, with the Supervisor of Elections.

Qualified Candidate

Any person who files all required forms with the Supervisor of Elections during the qualifying period and either pays the qualifying fee, qualifies by petition, or qualifies as a write-in candidate.

Marion County Candidate

To become a qualified candidate for a Marion County office you must be a registered voter in Florida and must meet residency requirements and qualifications for some offices.

A partisan candidate is anyone who has been a registered member of any political party for 365 days. The deadline for changing party before 2020 qualifying *is* June 9, 2019 for partisan County Office and Political Party Executive Committees.

Candidate Qualifying • F.S. 99.061

Qualifying Officer and Location

If the candidate is running for a county office, special district office, or party executive committee, the qualifying officer is:

The Honorable Wesley Wilcox, Supervisor of Elections

The qualifying location is the Marion County Election Center.

981 NE 16th Street

Ocala, FL

352-620-3290

Monday to Friday

8:30 AM to 4:30 PM

www.VoteMarion.Gov

If the Candidate is running for a municipal office, the qualifying officer is the Clerk of that municipality.

Official Qualifying Period

Judicial

Noon, April 20, 2020 to Noon, April 24, 2020

County, Special Districts, and Party Executive Committee

Noon, June 8, 2020 to Noon, June 12, 2020

Pursuant to Florida Statute 99.061, as a qualifying office, we 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.

Pursuant to Florida Statute 99.061, all items required for qualifying must be received in CORRECT AND COMPLETE ORDER by the end of qualifying or the candidate WILL NOT be deemed qualified.

See the *2020 Qualifying Information for Marion County Offices* table for more information.

Qualifying Documents • F.S. 99.021, 99.061, 99.095, 106.021, 106.023 ☆

1. *Appointment of Campaign Treasurer and Designation of Campaign Depository*, [DS-DE 9](#), AND
 - A. Must be filed prior to accepting contributions, making expenditures, or circulating petitions.

A Special District or Political Party Executive Committee candidate that does not collect contributions and whose only expense is the filing fee or signature verification fee, is not required to appoint a campaign treasurer or designate a primary campaign depository.
2. *Statement of Candidate*, [DS-DE 84](#), AND
 - A. Must be filed within ten (10) days of filing the DS-DE 9.
 - B. Judicial Candidates must also file the [DS-DE 83](#) when filing their DS-DE 84.
3. *Candidate Oath*, [DS-DE 301SL](#), [302NP](#), [303JU](#), [304SB](#), or [305CM](#), AND
 - A. Filed during the official qualifying period.
 - B. Candidate should PRINT their name as they wish it to appear on the ballot. The name may not be changed after the end of qualifying.
 - C. Forms vary according to partisan, nonpartisan, school board, and judicial offices.
4. *Disclosure of Financial Interests*, [CE Form 6 or CE Form 1](#), AND
 - A. Filed during the official qualifying period.
 - B. File a financial disclosure for the previous calendar year; either *Full and Public Disclosure of Financial Interests*, Form 6, or *Statement of Financial Interests*, Form 1, depending on the office for which the candidate is running.
5. Qualify by One of Three Methods:
 - A. Petition Process, OR
 - B. Qualifying Fee, OR
 - C. Write-In Candidate

Special District Documents ☆

Special District candidates are required to file the following documents during the official qualifying period:

1. *Statement of Financial Interests*, [Form 1 2019](#), AND
2. *Candidate Oath*, [DS-DE 302NP](#), AND
3. *Affidavit of Intent*, AND
4. Qualify by Petition Process or Qualifying Fee

☆ The most recent version of [forms](#) from the Florida Division of Elections must always be used.

Qualifying Method: Petition Process • F.S. 99.095, Rule 1S-2.045

A person who seeks to qualify as a candidate for any office (excluding Municipal candidates) and who meets the petition requirements is not required to pay the qualifying fee, party assessment or election assessment.

Signatures may not be obtained until the candidate has filed the *Appointment of Treasurer and Designation of Campaign Depository*, DS-DE 9, with the filing officer.

- Candidates must use the *Candidate Petition* form, [DS-DE 104](#), to obtain signatures of registered voters.
- The format of the petition is prescribed by the Division of Elections and shall be used by all candidates.
- Candidates are responsible for printing enough petitions.
- A candidate must obtain 2,431 valid signatures; equal to at least 1% of the total number of registered voters of that geographical area as of the 2018 General Election.
- Only signatures of voters registered in the county/district represented by the office sought are valid.
- It is recommended that a candidate submit at least 10% more petitions than the required number to account for the possibility of invalid petitions.
- No petitions are accepted after the due date.

For petition guidelines, refer to the [Candidate Petition Handbook](#) provided by the Division of Elections and Rule 1S-2.045.

Petition Verification Fee

Pursuant to Florida Statute 99.097, a cost of \$.10 for each petition verified shall be paid in advance to the Supervisor of Elections unless the candidate has filed an oath stating that such charges impose an undue burden on their personal resources.

Candidate must pre-pay the Supervisor of Elections \$243.10 with the first batch of petitions brought in and will be invoiced for any overage.

It is recommended that Candidates pay the petition verification fee with a campaign check.

Special District Petitions and Verification Fee

A Special District candidate must follow the Petition Process F.S. 99.095 and Rule 1S-2.045 (listed above) with the following exceptions:

- Special District candidates shall obtain 25 signatures of voters in the geographical area represented by the office sought.
- Special District candidates must pay \$2.50 with the batch of petitions brought in and may pay with cash.

Qualifying Method: Qualifying Fee • F.S. 99.061

The qualifying fee for partisan candidates is 6% of the annual salary of the office the candidate is seeking; for nonpartisan candidates, it is 4% of the annual salary of the office the candidate is seeking.

The qualifying fee must be paid with a check drawn on the campaign account and signed by the campaign treasurer or deputy treasurer.

Special District Qualifying Fee

In lieu of the petition method a Special District candidate may pay a \$25.00 qualifying fee during the official qualifying period.

Qualifying Fee, Candidate Decides Not to Run

Florida Statute 99.092 provides that the qualifying fee will be returned only if the candidate withdraws their candidacy *before* qualifying ends.

Qualifying Method: Write-In Candidate • F.S. 99.061

A Write-In Candidate:

- May qualify for any office.
- Runs without party affiliation.
- Is required to qualify during the official qualifying period.
- Must comply with the residency requirements of the office sought.
- Is not required to submit nominating petitions.
- Is not required to pay a filing fee, election assessment fee, or party assessment fee.
- Is not entitled to have his or her name printed on the ballot.
- Has a space provided on the General Election ballot for their name to be printed by the voter.
- Must educate voters to write in candidate's name in the space provided on the ballot.
- Is subject to and are required to comply with all campaign finance laws in [Chapter 106](#) of the Florida Statutes.

Write-In Qualifying Documents

A write-in candidate must file the following forms during the official qualifying period:

1. *Appointment of Campaign Treasurer and Designation of Campaign Depository*, [DS-DE 9](#)
2. *Statement of Candidate*, [DS-DE 84](#); Judicial candidates must also file the [DS-DE 83](#)
3. *Candidate Oath*, [Oath](#) appropriate to the office sought; Judicial candidates [DS-DE 303JU](#)
4. *Financial Disclosure*, [CE Form 6 or CE Form 1](#)

2020 Qualifying Information for Marion County Offices

Office	Qualifications	Party Type and Length of Term How Elected Date Takes Office	Salary	Petitions Due and Number Needed	Qualifying Dates	Qualifying Fee		Incumbent
						4% Nonpartisan	6% Partisan	
						4%	6%	
Clerk of the Circuit Court and Comptroller	Elector Resident of County Upon Taking Office	Partisan, 4-year term Elected At-large	\$146,342	Noon 5/11/2020 2,431	Noon 6/8/2020 to Noon 6/12/2020	\$5,853.68	\$8,780.52	David Ellspermann
Property Appraiser	Elector Resident of County Upon Taking Office	Partisan, 4-year term Elected At-large	\$146,342	Noon 5/11/2020 2,431	Noon 6/8/2020 to Noon 6/12/2020	\$5,853.68	\$8,780.52	Villie Smith
Sheriff	Elector	Partisan, 4-year term Elected At-large	\$155,769	Noon 5/11/2020 2,431	Noon 6/8/2020 to Noon 6/12/2020	\$6,230.76	\$9,346.14	Billy Woods
Supervisor of Elections	Elector Resident of County Upon Taking Office	Partisan, 4-year term Elected At-large	\$146,342	Noon 5/11/2020 2,431	Noon 6/8/2020 to Noon 6/12/2020	\$5,853.68	\$8,780.52	Wesley Wilcox
Tax Collector	Elector Resident of County Upon Taking Office	Partisan, 4-year term Elected At-large	\$146,342	Noon 5/11/2020 2,431	Noon 6/8/2020 to Noon 6/12/2020	\$5,853.68	\$8,780.52	George Albright, III
County Commissioner District 1, 3, 5	Elector Resident of District Upon Election	Partisan, 4-year term Elected At-large	\$84,434	Noon 5/11/2020 2,431	Noon 6/8/2020 to Noon 6/12/2020	\$3,377.36	\$5,066.04	District 1, David Moore District 3, Jeff Gold District 5, Michelle Stone
School Board District 1, 2	Elector Resident of District Upon Qualifying	Nonpartisan, 4-year term Elected At-large	\$40,286	Noon 5/11/2020 2,431	Noon 6/8/2020 to Noon 6/12/2020	\$1,611.44	N/A	District 1, Nancy Stacy District 2, Beth McCall
Soil & Water Conservation District Seats 2, 3, 4	Elector Resident of County	Nonpartisan, 4-year term Elected At-large	No Salary	Noon 05/11/2020 25	Noon 6/8/2020 to Noon 6/12/2020	\$25.00	N/A	District 2, Thomas W. Cartwright District 3, Brent London District 4, Richard McGinley
Candler Hills East CDD Seats 2, 3	Elector Resident of District	Nonpartisan, 4-year term Elected by residents of District	No Salary	Noon 5/11/2020 25	Noon 6/8/2020 to Noon 6/12/2020	\$25.00	N/A	District 2, Elmer Greene District 3, Philip J. Moherek, Sr
Indigo East CDD Seats 1, 4	Elector Resident of District	Nonpartisan, 4-year term Elected by residents of District	No Salary	Noon 5/11/2020 25	Noon 6/8/2020 to Noon 6/12/2020	\$25.00	N/A	District 1, Harold Brouillard District 4, Donald G. Barnes
The Villages CDD #4 Seats 1, 2	Elector Resident of District	Nonpartisan, 4-year term Elected by residents of District	\$4,800 Max	Noon 5/11/2020 25	Noon 6/8/2020 to Noon 6/12/2020	\$25.00	N/A	District 1, Cliff Weiner District 2, Charles Kazlo

2020 Dates to Remember

Event and Date

Petitions Due • F.S. 99.095

Judicial, State Attorney, and Public Defender	Noon, March 23, 2020
County and Special District	Noon, May 11, 2020

Number of Valid Petitions Required • F.S. 99.095

County Judge, County Commission, and School Board	2,431
Special District	25

Qualifying Paperwork Due • F.S. 99.061

Judicial, State Attorney, and Public Defender	April 6, 2020
County and Special District	May 25, 2020

Resign to Run • F.S. 99.012

Judicial, State Attorney, and Public Defender	April 10, 2020
County and Special District	May 29, 2020

Qualifying Period • F.S. 99.061

Judicial, State Attorney, and Public Defender	Noon, April 20, 2020 to Noon, April 24, 2020
County and Special District	Noon, June 8, 2020 to Noon, June 12, 2020

Registration Book Closings • F.S. 97.055

Presidential Preference Primary Election	February 18, 2020
Primary Election	July 20, 2020
General Election	October 5, 2020

Early Voting • F.S. 101.657

Presidential Preference Primary Election	March 7 to March 14, 2020, 10 AM to 6 PM
Primary Election	August 8 to August 15, 2020, 10 AM to 6 PM
General Election	October 19 to October 31, 2020, 8AM to 6 PM

Elections

Presidential Preference Primary Election	March 17, 2020
Primary Election	August 18, 2020
General Election	November 3, 2020

For the 2020 elections, the last day candidates can change their party to run for a partisan county office is June 9, 2019, F.S. 99.021.

2020 Reporting Schedule • F.S. 106.07

REPORT CODE	PERIOD COVERED	DUE DATE
2020-M1	1/1/2020 – 1/31/2020	2/10/2020
2020-M2	2/1/2020 – 2/29/2020	3/10/2020
2020-M3	3/1/2020 – 3/31/2020	4/10/2020
2020-M4	4/1/2020 – 4/30/2020	5/11/2020
2020-M5	5/1/2020 – 5/31/2020	6/10/2020
2020-P1	6/1/2020 – 6/12/2020	6/19/2020
2020-P2	6/13/2020 – 6/26/2020	7/3/2020
2020-P3	6/27/2020 – 7/10/2020	7/17/2020
2020-P4	7/11/2020 – 7/17/2020	7/24/2020
2020-P5	7/18/2020 – 7/24/2020	7/31/2020
2020-P6	7/25/2020 – 7/31/2020	8/7/2020
2020-P7	8/1/2020 – 8/13/2020	8/14/2020
2020-G1	8/14/2020 – 8/28/2020	9/4/2020
2020-G2	8/29/2020 – 9/11/2020	9/18/2020
2020-G3	9/12/2020 – 9/25/2020	10/2/2020
2020-G4	9/26/2020 – 10/2/2020	10/9/2020
2020-G5	10/3/2020 – 10/9/2020	10/16/2020
2020-G6	10/10/2020 – 10/16/2020	10/23/2020
2020-G7	10/17/2020 – 10/29/2020	10/30/2020
Termination Reports		
2020-TR-Q	6/1/2020 – 9/10/2020	9/10/2020
2020-TR-P	8/14/2020 – 11/16/2020	11/16/2020
2020-TR-G	10/30/2020 – 2/1/2021	2/1/2021

2020 Vote-By-Mail (VBM) Schedule

Primary Election, August 18, 2020

6/22/2020	Deliver UOCAVA data file to candidates
6/25/2020	Deliver DOMESTIC data file to candidates
7/2/2020	Mail UOCAVA ballots
7/6/2020	Daily UOCAVA data file generated thru 8/10/2020
7/9/2020	Mail DOMESTIC ballots
7/10/2020	Daily DOMESTIC data file generated thru 8/10/2020

General Election, November 3, 2020

9/8/2020	Deliver UOCAVA data file to candidates
9/10/2020	Deliver DOMESTIC data file to candidates
9/18/2020	Mail UOCAVA ballots
9/21/2020	Daily UOCAVA data file generated thru 10/26/2020
9/24/2020	Mail DOMESTIC ballots
9/25/2020	Daily DOMESTIC data file generated thru 10/26/2020

Vote-By-Mail Information

- Mail ballot requests must be received no later than 5 PM on the 10th day before the election.
- Mail ballots cannot be forwarded by the United States Postal Service.
- Mail ballots must be completed and returned to the Election Center no later than 7 PM election night, pursuant to Florida Statute 101.65.
- Mail ballots can be dropped off at a secure drop box located at the Election Center and at each early voting location; pursuant to Florida Statute 101.69.

Dates listed as TBD will be published closer to the election cycle.

THE END