

Petition Circulation Guidelines

All circulators must be 18 years of age and U.S. citizens, or 17 years old and registered to vote in Illinois. Circulators do not need to be residents of the district.

Circulators should ask potential petition signers if they are registered to vote in your district at their current address, and only allow people to sign the petition if they say they are. It is helpful for circulators to have a district map, because only signatures from district residents are valid.

All petition signers must sign their name personally (a person cannot sign for their spouse, parent, child, etc.). The printed name is optional (and encouraged), but the signature is required. [A circulator may fill in the signer's printed name and/or address, but a circulator should NEVER sign someone else's name. In brackets because you don't want your circulators doing it a lot.] Column does not matter if people mix up signature and printed. Standard abbreviations may be used, but always prefer the address be written out.

Petition signers may sign a petition for only candidates of one party during an election cycle; may sign for multiple candidates of the same party in the same race. Circulators may only circulate for one party per election cycle. Circulator may sign their own petition and notary may sign petition he/she notarizes, but notary cannot notarize a sheet he/she circulated.

All petition signers should sign the petition in pen, not pencil. Use a blue pen if possible.

All petition signers should write their current residence address next to their signature (encourage petition signer to include unit/apt. numbers where applicable). Circulators should discourage the use of ditto marks for addresses.

All petition signatures must be obtained in the presence of the circulator (do not leave clipboards in public places for people to sign or allow a person to bring the clipboard into their house to allow other members of the household to sign outside circulator's presence).

All signatures on a single petition sheet should be obtained by the same circulator. Circulators should not cross off any names from the petition.

After the petition has been signed by voters, circulators should fill out the circulator's affidavit completely, sign the circulator's affidavit in the presence of a notary as soon after circulating the petition as possible, and show the notary a valid form of ID (even if notary does not ask).

Each petition sheet must be notarized and make sure the notary signs, dates, and stamps the petition sheet and writes the name of the circulator after "Signed and sworn to (or affirmed) by" and not their own name. The "County of _____" at the top of the circulator affidavit refers to the county in which the petition sheet is notarized, not where it was circulated or where the circulator lives. Notary should not also be circulator.

No signature should be added to the petition sheet after the circulator's affidavit is signed. The petition singer's address should not be changed after the circulator is out of the presence of the signer.

Circulators should not fill out the "Sheet No. ____."