

**DUE TO INCLEMENT WEATHER CONDITIONS,  
WE HAVE CLOSED CITY HALL THIS  
AFTERNOON, FEBRUARY 11<sup>TH</sup> AND WILL  
REOPEN FRIDAY, FEBRUARY 12<sup>TH</sup> AT NOON.**

**\*\*\*\*ATTENTION\*\*\*\***

## **ELECTION NOTICE**

**IF YOU ARE HERE TO FILE FOR A PLACE ON THE MAY 1,  
2021 ELECTION PLEASE NOTE THAT THE OFFICE WILL  
REOPEN ON FRIDAY, FEBRUARY 12<sup>TH</sup> AT NOON. SEE  
BELOW FOR OTHER FILING OPTIONS:**

### **Filing Method of Candidate Application**

A candidate application may be filed in person, by mail, by fax, or by email.

- 1. Filing in Person:** The Secretary of State's Elections Division recommends that political subdivisions have someone available for at least a few hours most days during the candidate filing period to accept filings, and that political subdivisions post a schedule on their websites and on the bulletin boards where notices of meetings are posted of the days and times when someone will be available to accept filings.
- 2. Filing by Mail:** An application submitted by mail is considered to be filed at the time of its receipt by the appropriate filing authority. (Secs. 143.007(b); 144.005(b)).
- 3. Filing by Fax or Email:** A signed, sworn, scanned candidate application (and petition, if applicable) may be submitted by fax or email if there is no filing fee. The SOS recommends that the filing authority establish a dedicated fax number or email address for the submission of candidate applications. This fax number or email address should be posted on the [Notice of Deadline to File Applications for Place on the Ballot](#) or wherever information about filing candidate applications is posted. Please be advised that an application must be notarized prior to filing via fax or email.