

NOMINATION PROCESS



GENERAL INFORMATION

OFFICES OPEN AND TERMS

There are three Council seats to be filled. The term of each seat is four years. Compensation is a \$300.00 per month stipend.

CANDIDATE ELIGIBILITY

To hold any elective office within the City of Westlake Village, a person must be a United States citizen, 18 years or older, and must be a registered voter of the City of Westlake Village on the day you request nomination papers. Prior to issuing nomination papers, the registration of all prospective candidates will be verified with the Los Angeles County Registrar of Voters.

The City Clerk will not issue nomination papers if you are not a registered voter.

NOMINATION PAPER

The candidate begins the nomination process by obtaining signatures on the nomination paper. The nomination paper is furnished by the City Clerk without charge to those applying for nomination and there is no filing fee.

CANDIDATE'S STATEMENT

The Candidate's Statement is optional; the statement appears in the Voter's Pamphlet (sample ballot) which is mailed to every registered voter in the City before the election. Candidate's Statements are subject to certain rules on format, word count, confidentiality, cost, submission/withdrawal.

NOMINATION PROCESS



NOMINATION PAPERS

Nomination papers may be obtained from the City Clerk during normal business hours from 8:00 a.m. to 5:00 p.m., Monday through Friday. Nomination papers will be issued from July 13, 2009 through August 7, 2009. If an incumbent does not file in this period, the filing period is extended to 5:00 p.m., August 12, 2009. A candidate may withdraw his/her nomination papers until 5:00 p.m. on August 12, 2009.

For a nomination paper to be valid, the City Clerk at the time of issuance shall have typed on the form the name of the candidate and the office for which he/she is a candidate, and shall affix his/her signature and the date. Only one candidate may be named on any one nomination paper and no person may file nomination papers for more than one City office at the same election. Each separate seat on the City Council is a separate office. The way your name appears on the official filing form is the way it will appear on the ballot.

All of the nomination papers issued must be returned for filing with the City Clerk not later than 5:00 p.m., August 7, 2009.

CIRCULATOR

Any person qualified and registered to vote may circulate a nomination paper. They must sign a Declaration of Circulator attesting that the signatures obtained are the signatures of the persons whose names they purport to be.

SIGNATURES

Each nomination paper filed must contain the signatures of not less than twenty (20) nor more than thirty (30) registered voters in the City of Westlake Village. Each person nominating a candidate must sign and print their name as it appears on the voter's affidavit of registration, along with the street and number of their residence. Ditto marks are **not** acceptable. Any registered voter of the jurisdiction, including the candidate and/or the circulator, may sign a nomination paper.

No voter may sign more than one nomination paper for the same office, and in the event he/she does so, his/her signature shall count only on the first nomination paper filed which contains his/her signature. Nomination papers subsequently filed and containing his/her signature shall be considered as though his/her signature does not appear thereon. Each seat on the legislative body is a separate office.

NOMINATION PROCESS



AFFIDAVIT OF NOMINEE AND OATH OR AFFIRMATION OF ALLEGIANCE

The nominee, or candidate, must sign the Affidavit of Nominee which states the candidate will accept the nomination and also accept the office in the event of his/her election. It may be signed under penalty of perjury or be sworn to before an officer authorized to administer oaths such as the City Clerk or Notary Public. The oath or affirmation of allegiance printed on the nomination paper must also be signed by the candidate. This **must** be signed by the candidate **before an officer authorized to administer oaths.**

For purposes of verifying signatures on any nomination paper, the City Clerk shall determine that the residence address on the paper is the same as the residence address on the affidavit of registration. If the addresses are different, or if the paper(s) does not specify the residence address, the affected signature shall not be counted as valid. Any signature **invalidated**, pursuant to Section 105 of the Elections Code, shall not affect the validity of other valid signatures on the particular paper.