

2017 Municipal By-Election
For Office of Councillor

Elector Organization –
Endorsing Candidates Package

**Deadline for submitting
documents is
Friday, August 18, 2017 at 4:00 p.m.**





THE DISTRICT OF SAANICH
2017 MUNICIPAL BY-ELECTION

ELECTOR ORGANIZATION – ENDORSING CANDIDATES

PLEASE READ CAREFULLY

ELECTOR ORGANIZATIONS – ENDORSING CANDIDATES

The following is provided as information. It does not provide detailed information or rules related to the *Local Elections Campaign Financing Act* (LECFA).

OVERVIEW

An elector organization may endorse a candidate in an election and have that endorsement included on the ballot. The elector organization may express how they want their name to appear on the ballot (name, abbreviation or acronym).

An elector organization may endorse more than one candidate; however a candidate can only have the endorsement of one elector organization on the ballot.

To be qualified to endorse a candidate, the organization's authorized principal official must make a solemn declaration that the organization's membership includes at least 50 electors of the municipality.

NOTE: All enquiries related to the provisions of LECFA (including Electoral Organization campaign financing and election advertising) must be directed to Elections BC. E-mail: lecf@elections.bc.ca

A candidate must not consent to endorsement by more than one organization in an election for the same office.



IMPORTANT! If a candidate wants an elector organization endorsement to appear on the ballot, this must be indicated in the endorsement documents

ENDORSEMENT DOCUMENTS (forms)

The endorsement documents required to be completed by the organization are listed on EI-Elector Organization Cover Sheet and Checklist form.

Elector Organizations must submit the endorsement documents along with all of the other required information, to the Chief Election Officer before the end of the nomination period. (The statutory period for receiving the nomination documents begins at 9:00 a.m. on Tuesday, August 8, 2017 and ends at 4:00 p.m. on Friday, August 18, 2017.)

If the information and materials are not received by the Chief Election Officer before the end of the nomination period, the endorsement documents cannot be accepted for filing.

Endorsement documents may be delivered by hand, mail, or courier, to the Legislative Services Division, District of Saanich, 770 Vernon Avenue, Saanich, BC, V8X 2W7.

If there is any change to the information or materials, the organization must provide updated information to the Chief Election Officer if the change happens before the end of general voting day (September 23, 2017) or to Elections BC if the change occurs after general voting day.

Elections BC

As endorsement documents and required information are received, the documents and any updated information respecting any of these documents, will be sent directly to Elections BC.

Public Access:

The endorsement documents and declaration of elector organization will be available for public inspection at the Saanich Municipal Hall, Legislative Services Division. Elections BC is responsible for providing public access to the documents obtained from the elector organization.



IMPORTANT! The information must be received before the end of the nomination period or the endorsement documents cannot be accepted for filing.



IMPORTANT! Just like the Nomination Paper, you must sign the declaration in front of a lawyer, a notary, a Commissioner for Taking Affidavits for British Columbia, or an Election Official at the time of filing the Nomination Paper

“Challenge of Endorsement”

A challenge of endorsement of a candidate may only be made by an elector of Saanich, a person nominated as a candidate in the same election or in another election being held at the same time for the same municipality, or the Chief Election Officer (from the time the endorsement is filed until 4:00 p.m. August 22, 2017 being the 4th day after the end of nomination period.)

“Withdrawal of Endorsement”

If a candidate withdraws their consent to the endorsement, they must deliver a signed withdrawal to the Chief Election Officer before 4:00 p.m. on August 25, 2017.

If an elector organization withdraws its endorsement of the candidate, it must deliver a written withdrawal signed by the authorized principal official, to the Chief Election Officer before 4:00 p.m. on August 25, 2017.

**QUICK REFERENCE TO ELECTION
ENDORSEMENT DOCUMENTS (forms)**

Name of Form	Mandatory/ Optional	Deadlines for Filing or Submission	Form #	Available for Public Inspection
Elector Organization Cover Sheet and Checklist Form	Mandatory	Must be submitted with the endorsement documents.	Form E1	No
Elector Organization Endorsement Documents	Mandatory for all elector organizations wishing to show endorsement of candidates on the ballot	Must be submitted between 9:00 a.m. Tuesday, August 8, 2017 and 4:00 p.m. Friday, August 18, 2017	Form E2	Yes
Elector Organization Endorsement Documents: Declaration of Elector Organization Authorized Principal Official	Mandatory	Must be submitted with Form E2.	Form E3	Yes
Consent of the Elector Organization Responsible Principal Official(s)	Mandatory	Must be submitted with Forms E2 and E3.	Form E4	No
Other Information Provided by Elector Organization	Mandatory	Must be submitted before 4:00 p.m. Friday, August 18, 2017 (ideally at the time of filing the endorsement documents).	Form E5	Yes - Elections BC makes available
Appointment of Elector Organization Financial Agent	Mandatory	Must be submitted before 4:00 p.m. Friday, August 18, 2017 (ideally at the time of filing the endorsement documents).	Form E6	Yes – Elections BC makes available

E1 – Elector Organization Cover Sheet and Checklist Form

PLEASE PRINT IN BLOCK LETTERS

SECTION A

ENDORISING ELECTOR ORGANIZATION'S NAME

GENERAL VOTING DAY

September 23, 2017

SECTION B

This Elector Organization Endorsement Package includes the following completed forms, appointments, consents and declarations:

- E2 – Elector Organization Endorsement Documents**
- E3 – Elector Organization Endorsement Documents:
Declaration of Elector Organization Authorized Principal Official**
- E4 – Consent of the Elector Organization Responsible Principal Official(s)**
- E5 – Other Information Provided by Elector Organization**
- E6 – Appointment of Elector Organization Financial Agent**

Disclaimer: All attempts have been made to ensure the accuracy of the forms contained in the Candidate Nomination Package – however the forms are not a substitute for provincial legislation and/or regulations.

Please refer directly to the latest consolidation of provincial statutes at BC Laws (www.bclaws.ca) for applicable election-related provisions and requirements

E2 – Elector Organization Endorsement Documents

PLEASE PRINT IN BLOCK LETTERS

ELECTOR ORGANIZATION'S LEGAL NAME (IF APPLICABLE)	USUAL NAME IF DIFFERENT FROM LEGAL NAME OR NO LEGAL NAME	
ABBREVIATION/ACRONYMS USED BY THE ELECTOR ORGANIZATION	NAME, ABBREVIATION OR ACRONYM TO BE INCLUDED ON THE BALLOT	
MAILING ADDRESS (STREET ADDRESS/PO BOX NUMBER)	CITY/TOWN	POSTAL CODE

CANDIDATE'S FULL NAME (FIRST, MIDDLE AND LAST NAMES)	CANDIDATE'S FULL NAME (FIRST, MIDDLE AND LAST NAMES)
USUAL NAME TO BE USED ON THE BALLOT	USUAL NAME TO BE USED ON THE BALLOT
CANDIDATE'S CONSENT TO ENDORSEMENT (SIGNATURE)	CANDIDATE'S CONSENT TO ENDORSEMENT (SIGNATURE)

CANDIDATE'S FULL NAME (FIRST, MIDDLE AND LAST NAMES)	CANDIDATE'S FULL NAME (FIRST, MIDDLE AND LAST NAMES)
USUAL NAME TO BE USED ON THE BALLOT	USUAL NAME TO BE USED ON THE BALLOT
CANDIDATE'S CONSENT TO ENDORSEMENT (SIGNATURE)	CANDIDATE'S CONSENT TO ENDORSEMENT (SIGNATURE)

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USUAL NAME TO BE USED ON THE BALLOT	USUAL NAME TO BE USED ON THE BALLOT
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USUAL NAME TO BE USED ON THE BALLOT	USUAL NAME TO BE USED ON THE BALLOT
CANDIDATE'S CONSENT TO ENDORSEMENT (SIGNATURE)	CANDIDATE'S CONSENT TO ENDORSEMENT (SIGNATURE)

***Please see over for additional space when endorsing more than two candidates.
Please attach additional endorsement sheets as necessary.***

DISTRICT OF SAANICH ELECTOR ORGANIZATION ENDORSEMENT

CANDIDATE'S FULL NAME (FIRST, MIDDLE AND LAST NAMES)	CANDIDATE'S FULL NAME (FIRST, MIDDLE AND LAST NAMES)
USUAL NAME TO BE USED ON THE BALLOT	USUAL NAME TO BE USED ON THE BALLOT
CANDIDATE'S CONSENT TO ENDORSEMENT (SIGNATURE)	CANDIDATE'S CONSENT TO ENDORSEMENT (SIGNATURE)

CANDIDATE'S FULL NAME (FIRST, MIDDLE AND LAST NAMES)	CANDIDATE'S FULL NAME (FIRST, MIDDLE AND LAST NAMES)
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USUAL NAME TO BE USED ON THE BALLOT	USUAL NAME TO BE USED ON THE BALLOT
CANDIDATE'S CONSENT TO ENDORSEMENT (SIGNATURE)	CANDIDATE'S CONSENT TO ENDORSEMENT (SIGNATURE)

CANDIDATE'S FULL NAME (FIRST, MIDDLE AND LAST NAMES)	CANDIDATE'S FULL NAME (FIRST, MIDDLE AND LAST NAMES)
USUAL NAME TO BE USED ON THE BALLOT	USUAL NAME TO BE USED ON THE BALLOT
CANDIDATE'S CONSENT TO ENDORSEMENT (SIGNATURE)	CANDIDATE'S CONSENT TO ENDORSEMENT (SIGNATURE)

CANDIDATE'S FULL NAME (FIRST, MIDDLE AND LAST NAMES)	CANDIDATE'S FULL NAME (FIRST, MIDDLE AND LAST NAMES)
USUAL NAME TO BE USED ON THE BALLOT	USUAL NAME TO BE USED ON THE BALLOT
CANDIDATE'S CONSENT TO ENDORSEMENT (SIGNATURE)	CANDIDATE'S CONSENT TO ENDORSEMENT (SIGNATURE)

CANDIDATE'S FULL NAME (FIRST, MIDDLE AND LAST NAMES)	CANDIDATE'S FULL NAME (FIRST, MIDDLE AND LAST NAMES)
USUAL NAME TO BE USED ON THE BALLOT	USUAL NAME TO BE USED ON THE BALLOT
CANDIDATE'S CONSENT TO ENDORSEMENT (SIGNATURE)	CANDIDATE'S CONSENT TO ENDORSEMENT (SIGNATURE)

E3 – Elector Organization Endorsement Documents:

Declaration of Elector Organization Authorized Principal Official

PLEASE PRINT IN BLOCK LETTERS

ELECTOR ORGANIZATION'S NAME

As **Authorized Principal Official** for the above named Elector Organization, I do solemnly declare that to the best of my knowledge and belief:

1. The above named Elector Organization has at least 50 members who are electors of the municipality or regional district for which the election is being held.
2. The above named Elector Organization is not disqualified from endorsing candidate(s).
3. The Elector Organization is aware of and understands the requirements and restrictions of the *Local Elections Campaign Financing Act* that apply to the above named Elector Organization and that the Elector Organization intends to fully comply with those requirements and restrictions.
4. I am authorized to make the solemn declaration on behalf of the above named Elector Organization.
5. That this endorsement applies to the candidate(s) named on Form E2 – Elector Organization Endorsement Documents.

AUTHORIZED PRINCIPAL OFFICIAL'S SIGNATURE

DECLARED BEFORE ME: CHIEF ELECTION OFFICER OR COMMISSIONER FOR TAKING AFFIDAVITS FOR BRITISH COLUMBIA

AT: (LOCATION)

DATE: (YYYY / MM / DD)

E4 – Consent of Elector Organization Responsible Principal Official(s)

PLEASE PRINT IN BLOCK LETTERS

I hereby consent to act as a Responsible Principal Official for the above named Elector Organization for the:		
GENERAL VOTING DATE: (YYYY / MM / DD) 2017/09/23	<input type="checkbox"/> General Local Election	<input checked="" type="checkbox"/> By-election
RESPONSIBLE PRINCIPAL OFFICIAL'S LAST NAME	FIRST NAME	MIDDLE NAME(S)
MAILING ADDRESS (STREET ADDRESS/PO BOX NUMBER)	CITY/TOWN	POSTAL CODE
ADDRESS FOR SERVICE (STREET ADDRESS OR EMAIL ADDRESS)	CITY/TOWN	POSTAL CODE
Additional Addresses for Service Information		OPTIONAL
MAILING ADDRESS (STREET ADDRESS/PO BOX NUMBER) IF EMAIL WAS PROVIDED AS ADDRESS FOR SERVICE	CITY/TOWN	POSTAL CODE
FAX NUMBER	EMAIL ADDRESS IF MAILING ADDRESS WAS PROVIDED AS ADDRESS FOR SERVICE	
RESPONSIBLE PRINCIPAL OFFICIAL'S SIGNATURE	DATE: (YYYY / MM / DD)	

If additional Responsible Principal Officials consent to act for the above named Elector Organization please attach additional sheets as necessary.

DISTRICT OF SAANICH ELECTOR ORGANIZATION ENDORSEMENT

E5 – Other Information Provided by Elector Organization

PLEASE PRINT IN BLOCK LETTER

JURISDICTION NAME (MUNICIPALITY) <p style="text-align: center;">DISTRICT OF SAANICH</p>		
ELECTOR ORGANIZATION'S LEGAL NAME (IF APPLICABLE)	USUAL NAME IF DIFFERENT FROM LEGAL NAME OR NO LEGAL NAME	
ABBREVIATION/ACRONYMS USED BY THE ELECTOR ORGANIZATION	NAME, ABBREVIATION OR ACRONYM TO BE INCLUDED ON THE BALLOT	
MAILING ADDRESS (STREET ADDRESS/PO BOX NUMBER)	CITY/TOWN	POSTAL CODE
ADDRESS FOR SERVICE (STREET ADDRESS OR EMAIL ADDRESS)	CITY/TOWN	POSTAL CODE
TELEPHONE NUMBER	EMAIL ADDRESS (IF AVAILABLE)	

Additional Addresses for Service Information		OPTIONAL
MAILING ADDRESS (STREET ADDRESS/PO BOX NUMBER) IF EMAIL WAS PROVIDED AS ADDRESS FOR SERVICE	CITY/TOWN	POSTAL CODE
FAX NUMBER	EMAIL ADDRESS IF MAILING ADDRESS WAS PROVIDED AS ADDRESS FOR SERVICE	

Endorsed Candidate(s):	
CANDIDATE'S FULL NAME (FIRST, MIDDLE AND LAST NAMES)	CANDIDATE'S FULL NAME (FIRST, MIDDLE AND LAST NAMES)
USUAL NAME TO BE USED ON THE BALLOT	USUAL NAME TO BE USED ON THE BALLOT

CANDIDATE'S FULL NAME (FIRST, MIDDLE AND LAST NAMES)	CANDIDATE'S FULL NAME (FIRST, MIDDLE AND LAST NAMES)
USUAL NAME TO BE USED ON THE BALLOT	USUAL NAME TO BE USED ON THE BALLOT

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USUAL NAME TO BE USED ON THE BALLOT	USUAL NAME TO BE USED ON THE BALLOT

Please see over for additional space and attach additional endorsement sheets as necessary.

DISTRICT OF SAANICH ELECTOR ORGANIZATION ENDORSEMENT

CANDIDATE'S FULL NAME (FIRST, MIDDLE AND LAST NAMES)	CANDIDATE'S FULL NAME (FIRST, MIDDLE AND LAST NAMES)
USUAL NAME TO BE USED ON THE BALLOT	USUAL NAME TO BE USED ON THE BALLOT

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DISTRICT OF SAANICH ELECTOR ORGANIZATION ENDORSEMENT PACKAGE

E6 – Appointment of Elector Organization Financial Agent

PLEASE PRINT IN BLOCK LETTERS

ELECTOR ORGANIZATION'S NAME		
FINANCIAL AGENT'S LAST NAME	FIRST NAME	MIDDLE NAME(S)
is hereby appointed as the Financial Agent for the above named Elector Organization for the:		
GENERAL VOTING DATE: (YYYY / MM / DD) 2017/09/23	<input type="checkbox"/> General Local Election	<input checked="" type="checkbox"/> By-election
MAILING ADDRESS (STREET ADDRESS/PO BOX NUMBER)	CITY/TOWN	POSTAL CODE
TELEPHONE NUMBER	EMAIL ADDRESS (IF AVAILABLE)	
EFFECTIVE DATE OF APPOINTMENT: (YYYY / MM / DD)		
AUTHORIZED PRINCIPAL OFFICIAL'S SIGNATURE	DATE: (YYYY / MM / DD)	
I hereby consent to act as the Financial Agent for the above named elector organization for the:		
GENERAL VOTING DATE: (YYYY / MM / DD) 2017/09/23	<input type="checkbox"/> General Local Election	<input checked="" type="checkbox"/> By-election
FINANCIAL AGENT ADDRESS FOR SERVICE (STREET ADDRESS OR EMAIL ADDRESS)	CITY/TOWN	POSTAL CODE
Additional Addresses for Service Information OPTIONAL		
MAILING ADDRESS (STREET ADDRESS/PO BOX NUMBER) IF EMAIL WAS PROVIDED AS ADDRESS FOR SERVICE	CITY/TOWN	POSTAL CODE
FAX NUMBER	EMAIL ADDRESS IF MAILING ADDRESS WAS PROVIDED AS ADDRESS FOR SERVICE	
FINANCIAL AGENT'S SIGNATURE	DATE: (YYYY / MM / DD)	