

## **Qualifying Requirements for Clerk of Courts and Comptroller**

1. A candidate for Clerk of Courts and Comptroller must file their appointment of Campaign Treasurer and Designation of Campaign Depository (Form DS-DE 9) with the Supervisor of Elections. This must be done **prior to making any expenditures, accepting contributions, or circulating petitions**. Upon filing this form, you are responsible for all reporting under Chapter 106, Florida Statutes. This form should be filed before opening your Campaign Checking Account.
2. The candidate must open their Campaign Checking Account at the bank designated on their Form DS-DE 9. This account will be used solely for your campaign expenditures and contributions. As a candidate you are responsible for filing **Campaign Treasurer Reports** with the Supervisor of Elections as scheduled in Chapter 106, Florida Statutes. **Late reports are subject to mandatory fines.**
3. **Within 10 days of filing Form DS-DE 9**, but no later than the day you qualify for office, you are required to file Form **DS-DE 84** (Statement of Candidate) with the Supervisor of Elections.
4. Resign to Run – If you are required under Florida Statute 99.012 to resign from an office in order to qualify for a different office your letter of resignation is to be submitted to the proper authority on or before **June 8<sup>th</sup>**.
5. The official **qualifying** period begins at **noon, June 18<sup>th</sup>** and lasts through **noon, June 22<sup>nd</sup>**. *To accommodate candidates, the Supervisor of Elections Office will accept the final qualifying papers from candidates prior to the beginning of the qualifying period. Candidates who wish to pre-file will be shown as qualified on the first day of the period.*

### **These items are required to be correctly submitted before the close of qualifying:**

- **Loyalty Oath** – the proper oath for the office sought (*must be notarized*)
- **Form 6 Disclosure of Financial Interests for 2017** (*must be notarized*)
- **A check drawn on the Campaign Account to cover all filing fees and assessments made payable to the Supervisor of Elections.**

*Note: to qualify as a partisan candidate, you cannot have been a registered member of another party in the 365 days before qualifying begins. (This does not apply to those who may have been registered NPA.)*

*The Supervisor of Elections office has a notary available for your documents.*

## **2018 Qualifying Fees**

<b>Qualifying Fees</b>	<b>Salary</b>	<b>3% Filing Fee</b>	<b>1% Election Assessment</b>	<b>2% Party Assessment*</b>	<b>Total Fee</b>
Clerk of Courts	\$ 144,621.00	\$ 4,338.63	\$ 1,446.21	\$ 2,892.42	\$ 8,677.26
County Commission	\$ 83,345.00	\$ 2,500.35	\$ 833.45	\$ 1,666.90	\$ 5,000.70
School Board	\$ 39,815.00	\$ 1,194.45	\$ 398.15	N/A	\$ 1,592.60
Independent Districts	N/A	\$ 25.00	N/A	N/A	\$ 25.00

*\*The 2% Party Assessment is not required for candidates running without party affiliation (NPA)*

**Qualifying Fees for all candidates, except Independent Districts, must be paid by a check drawn upon the candidates' campaign checking account and made payable to the Supervisor of Elections. Payment must be made before noon on the date set for the close of qualifying.**

### **Distribution of Qualifying Fees received by the Collier County Supervisor of Elections:**

- The Election Assessment is deposited in the Florida Elections Commission Trust Fund.
- For Nonpartisan Candidates, including School Board and Judicial, the Filing Fee is deposited in The Florida Elections Commission Trust Fund.
- For Partisan Candidates, the Filing Fee and Party Assessment is remitted to the political party of the candidate.
- For candidates running without political affiliation (NPA) in partisan races, the Filing Fee is deposited in the County's General Fund.
- The Filing Fee for Independent District candidates is deposited in the County's General Fund.