

## 2026 PETITION GUIDELINES

**\*\*\*Note:** The information contained here is intended to provide general guidance for those who are preparing to circulate petitions, and is **NOT to be used as a substitute for consulting the Election Law for specific petition requirements** (available at <https://elections.ny.gov>).

<b>Primary Election Designating (Party) Petitions</b>	<b>06/23/2026</b>
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First Day to Circulate:	02/24/2026
First Day to File:	03/30/2026
<b>***Last Day to Circulate:</b>	04/02/2026
Last Day to File:	04/06/2026
Accept/Decline Deadline:	04/10/2026

**\*If you are not enrolled in the party, you will need to file an acceptance and obtain party authorization.**

<b>General Election Independent Petitions (State and Local)</b>	<b>11/03/2026</b>
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First Day to Circulate:	04/14/2026
First Day to File:	05/19/2026
Last Day to File:	05/26/2026
Accept/Decline Deadline:	05/29/2026

***\*All Independent Petitioners must file an Acceptance***

### **How to File:**

**Hand Deliver Petitions** in person to the Board of Elections between the hours of 9:00am and 5:00pm during the filing dates listed above.

**Or**

**Mailed Petitions** must be post marked within the filing dates listed above and received in our office no later than two business days from the last day to file.

**Due to new postal regulations, we advise that you have your mail hand stamped/postmarked at the post office and mailed as early as possible for delivery on time.**

Petitions **MUST** be completed in ink.

## Designating Petitions Instructions:

### Header:

1. List the name of the Political Party in which you are running
2. List the date of the Primary Election  
**\*The Party name and the Date of the Election MUST be filled in at the top of the petition before circulation. If it is filled in after you gather your signatures, your petition can be challenged and may be thrown out.**

**Petition**

Sec. 6-132, ELECTION LAW

I, \_\_\_\_\_, an enrolled voter of the \_\_\_\_\_ **(Name of Party)** Party and \_\_\_\_\_, to be held on **Primary election date**, 20 **23**; that my place \_\_\_\_\_, and I do hereby designate the following named person (or persons) as \_\_\_\_\_ party for public office or for election to a party position of such party.

3. List your name as you would like it to appear on the ballot, the Town and Office for which you are running, and your physical address as well as your mailing address if they are different  
\* If the Office is an unexpired term this MUST be stated with the Office

Name(s) of Candidate(s)	Public Office or Party Position and District <i>(Include district number, if applicable)</i>	Residence Address <i>(Also post office address if not identical)</i>
<b>John J Smith</b>	<b>Office, Town of Anytown (unexpired term if applicable)</b>	<b>123 Smith Rd. Anytown, NY 11111</b> Mailing address if different

### Committee to fill vacancies:

This is optional per Election Law change of 1992. **If left blank and vacancy occurs, the whole petition is null and void.** A committee to fill vacancy has to name at least three persons who are enrolled voters of same party as the designee with full name and addresses listed.

I do hereby appoint as a committee to fill vacancies in accordance with the provisions of the election law *(here insert the names and addresses of at least three persons, all of whom shall be enrolled voters of said political unit):*

Jane Doe 123 Red Street, Anytown, NY 11111  
Bob Jones 222 Green Road, Anytown, NY 11111  
Sarah Smith 44 Blue Lane, Anytown, NY 11111

In witness whereof, I have hereunto set my hand, the day and year placed opposite my signature.

Date	Signature <i>(Signature required. Printed name optional)</i>	Residence	Town
1. <b>X/ X / 2023</b>	<i>Frank Smith</i>	<b>44 Blue Lane</b>	<b>Anytown</b>
Printed Name →	Frank Smith		

### Body:

1. The signers **MUST** be enrolled in the Political Party specified at the top of the petition as well as enrolled in the political subdivision in which the petition is circulated. **All other signatures collected will be invalid.**
2. Make sure the date you obtained the signature is filled in the first column of the signature line area. **Signatures must be collected during the specified time period.**
3. The signers must list their physical address in the residence box.
4. Be sure the Town in which you are running is listed in the last column NOT the village or hamlet. **For example:** a petition circulated for Supervisor of Moriah should say **Town of Moriah**, not Witherbee, Mineville or Port Henry; **Town of North Elba**, not Lake Placid, **Town of Schroon**, not Schroon Lake, etc.



## Independent Petitions Instructions:

Header:

<b>Independent Nominating Petition</b> <small>Sec. 6-140, Election Law</small>		
<p>I, the undersigned, do hereby state that I am a registered voter of the political unit for which a nomination for public office is hereby being made, that my present place of residence is truly stated opposite my signature hereto, and that I do hereby nominate the following named person(or persons) as a candidate (or candidates) for election to public office (or public offices) to be voted on for at the election to be held on the <u>XX</u> day of <u>Month</u>, 20 <u>23</u>, and that I select the name <u>Party name</u> as the name of the independent body making the nomination (or nominations) and (symbol # or other) <u>X</u> as the emblem of such body.</p>		
Name(s) of Candidate(s)	Public Office or Party Position and District <small>(Include district number, if applicable)</small>	Residence Address <small>(Also post office address if not identical)</small>
<b>John J Smith</b>	<b>Office, Town of Anytown (unexpired term if applicable)</b>	<b>123 Smith Rd. Anytown, NY 11111</b> <b>Mailing address if different</b>

1. In the case of **Independent Petitions**, the candidate **MUST** choose the name and emblem of Independent Body **before circulating the petition**. (The Board of Elections has samples in the office). If the candidate does not choose an emblem, a choice will be made by ECBOE at the time you file.
2. List the date of the General Election
3. List your name as you would like it to appear on the ballot
4. List the Town and Office for which you are running
5. If the Office is an unexpired term this **MUST** be stated with the Office
6. List your physical address as well as your mailing address if they are different

**\*The Party name and the Date of the Election MUST be filled in at the top of the petition before circulation. If it is filled in after you gather your signatures, your petition can be challenged and may be thrown out.**

**\*The emblem and name of an Independent body can be no more than 15 characters, cannot be the same as a previously filed Independent Petition for the same office, and shall not include the words: "AMERICAN", "UNITED STATES", "NEW YORK STATE", "EMPIRE STATE", "INDEPENDENT" or "INDEPENDENCE" or any abbreviation thereof, nor the name or part of the name, or abbreviation of the name of an existing party. The candidate will be notified of said duplication if it exists within 2 days after filing. The candidate will have 7 days after to change your symbol and/or name.**

I do hereby appoint as a committee to fill vacancies in accordance with the provisions of the election law (here insert the names and addresses of at least three persons, all of whom shall be enrolled voters of said political unit):

Jane Doe 123 Red Street, Anytown, NY 11111  
 Bob Jones 222 Green Road, Anytown, NY 11111  
 Sarah Smith 44 Blue Lane, Anytown, NY 11111

In witness whereof, I have hereunto set my hand, the day and year placed opposite my signature.

Date	Signature <small>(Signature required. Printed name optional)</small>	Residence	Town
1. <b>X/ X/ 20 23</b>	<i>Frank Smith</i>	<b>44 Blue Lane</b>	<b>Anytown</b>
Printed Name →	Frank Smith		

**Committee to fill vacancies:**

This is optional per Election Law change of 1992. **If left blank and vacancy occurs, the whole petition is null and void.** A committee to fill vacancy has to name at least three persons who are enrolled voters of same political subdivision as the designee with full name and addresses listed.

**Body:**

1. The signers need only be an enrolled voter (However, they MUST not have previously signed another petition for the same office).
2. Make sure the date you obtained the signature is filled in the first column of the signature line area.
3. The signers must list their physical address in the residence box.
4. Be sure the Town in which you are running is listed in the last column NOT the village or hamlet.  
**For example:** a petition circulated for Supervisor of Moriah should say **Town of Moriah**, not Witherbee, Mineville or Port Henry; **Town of North Elba**, not Lake Placid, **Town of Schroon**, not Schroon Lake, etc.

**Witness Statement:**

1. Be sure that the witness name and the physical address are listed
2. Be sure the number of signatures on the page are listed
3. Be sure to sign and date the witness statement
4. Be sure to list the Town and County

<i>Complete ONE of the following</i>	
<p><b>1. Statement of Witness:</b> I (name of witness) <u>Susan Ball</u> state: I am a duly qualified voter of the State of New York.            I now reside at (residence address) <u>10 White Way, Anytown, NY 11111</u>.            Each of the individuals whose names are subscribed to this petition sheet containing (fill in number) <u>xx</u> signatures, subscribed the same in my presence on the dates above indicated and identified himself or herself to be the individual who signed this sheet.            I understand that this statement will be accepted for all purposes as the equivalent of an affidavit and, if it contains a material false statement, shall subject me to the same penalties as if I had been duly sworn.</p> <p style="text-align: center;"> <u>x/x/xx</u>                      <u>Susan Ball</u>  <i>Date</i>                              <i>Signature of Witness</i> </p> <p><b>Witness Identification Information:</b> The following information for the witness named above must be completed prior to filing with the board of elections in order for this petition to be valid.</p> <p>Town Where Witness Resides <u>Anytown</u>                      County Where Witness Resides <u>Essex</u></p>	
<p><b>2. Notary Public:</b> On the dates above indicated before me personally came each of the voters whose signatures appear on this petition sheet containing (fill in number) _____ signatures, who signed same in my presence and who, being by me duly sworn, each for himself or herself, said that the foregoing statement made and subscribed by him or her was true.</p> <p>_____                      _____  <i>Date</i>                              <i>Signature and Official Title of Officer Administering Oath</i></p>	

**\*Be sure to number all pages**

**\*Be sure to include cover sheet if ten pages or more and/or if you are filing more than one volume**

**Helpful Hints:**

- No ditto marks and no white out.
- Town Board or Town Board Member is not a valid office name.
- A voter can only sign petitions for as many positions up for election in that year for any particular office. For example, a person can sign a petition of only one person for Supervisor of a Town but could sign 2 petitions (or one petition with 2 names) for Town Council Member if there are 2 Town Council Member positions up for election in that year.
- Any signature that does not have a date is invalid.
- Any signature dated before the first date to collect signatures is invalid.
- Any signature dated after the date of the witness signature is invalid.
- Each signature line must include the **PHYSICAL STREET ADDRESS** of the signer. Do not list the PO Box in this area.
- The printed name is optional, but it helps to identify illegible signatures.
- The signer must sign the signature line themselves, **PLACING THEIR ORIGINAL SIGNATURE ON THE PETITION**. Knowingly signing false witness statement is considered Perjury.
- A **POA (power of attorney)** is not allowed, any signature signed by a **POA is INVALID**
- Other than the signature, the witness/circulator of the petition can fill out the rest of the information on the signature line. (Date the signer signed the petition, the signers printed name, the signers physical address, and the Town or City in the last column.)
- Un-initialed alterations or corrections may be made to information on the signer line, **except Signature and date**.
- Alterations or corrections made in the signature line need not be initialed if not made to the signature or date. Other alterations or corrections must be initialed and should be dated. Alterations to the signers' date is permitted where the witness signed her initials next to the date corrections.
- The person who signs the witness statement must be the one who circulated the petition and actually witnessed the signatures.
- **You CANNOT witness your own signature.** To sign a petition, you will have to get someone else to be the witness on the signature sheet you sign.
- **Any person may circulate and witness a designating (party) petition and also an independent petition for the same office, providing that person has not signed any petition for that office including the ones they circulated.**
- In a collection of signature sheets handed in as a single petition, more than one witness/circulator can have collected signatures so long as each witness/circulator signs their own sheet(s).
- All petitions containing (10) ten or more pages **MUST** be accompanied by a cover sheet. Sheets are available at the Board of Elections. If you fail to submit a Cover Sheet at the time of filing your petition (if required) your petition is **INVALID**.
- Petitions for the same office and candidate coming in at different times and/or days **MUST** have a cover sheet with a volume number.
- Two or more petition sheets should be securely fastened together.

If you have any further questions, consult the New York State Election Law or call the Board of Elections at 518-873-3474.

# Petitioner Information

*For Essex County Board of Elections use only*

*Name of Candidate* \_\_\_\_\_

*Position and Town* \_\_\_\_\_

## Contact information

*Address (Please include mailing address if different)*

\_\_\_\_\_  
\_\_\_\_\_

*Daytime Phone* \_\_\_\_\_

*Email* \_\_\_\_\_

I consent to electronic delivery of petition and petition related hearing correspondence.

*Signature* \_\_\_\_\_

