

2013 MORGANTOWN CITY ELECTION (APRIL 30, 2013)

TO WHOM IT MAY CONCERN:

FROM: City Clerk

Linda L. Luttrell

This petition must be signed by "qualified" voters of the Ward in which you reside. 75 signatures are required, however it is suggested that you submit between 75 and 100 signatures. Persons signing your petition must use their given name, i.e., Mary Smith rather than Mrs. John Smith. If a person signs more than one petition, his/her signature shall be void except as to the first filed of the petitions signed by him/her. The signatures shall be in ink and the date signed indicated next to the signature.

Petitions and Certificate of Announcement must be filed in the City Clerk's Office between the weeks of January 7, 2013 to February 11, 2013. The earlier the better to avoid the possibility of duplication of signatures. Prospective candidates must be qualified voters of the City.

March 5, 2013: Drawing for positions on the ballot conducted at City Hall/Council Chambers at 9:00 a.m.

Application for residents absent from the City, out of the country, confined to home, in the hospital, health care facility, or traveling on Election Day can apply for Absentee Voting in the City Clerk's office starting January 14th 2013.

Early Voting will begin April 16, 2013 until April 27, 2013. 9am-5pm. Open two Saturdays April 20th and April 27th.

April 11, 2013: First Campaign Report due in City Clerk's Office.

April 9, 2013: Last day to Register to vote.

Write-in Candidates must file a certificate of announcement 42 days before the election.

April 30, 2013: Election Day. Polls open at 6:30am, close at 7:30pm.

May 19, 2013: Final Campaign Report Due in City Clerk's Office.

Included with this petition are the following forms:

1. Petition
2. Authorization to Solicit Petition Signatures
3. Municipal Candidate's Certificate of Announcement
4. Pre-candidacy Registration Form
5. Treasurer Designation for Candidate's Committee
6. Political Action Committee/Notice of Change of Treasurer
7. Notice of Withdrawal of Candidacy
8. Notice of Dissolution of Campaign or Political Committee
9. Campaign Financial Statement-Short Form
10. Campaign Financial Statement-Long Form
11. Paid Campaign Staff Report
12. Paid Election Worker's Report
13. Volunteer Election Worker's Report
14. Political Signs

State of West Virginia
OFFICIAL CREDENTIALS

Municipal Elections
As prescribed by WV Code §3-5-23

**Authorization to Solicit Petition Signatures For Independent
and Minor Party Candidates in the _____ Municipal Election**

State of West Virginia, Municipality of _____

This certifies that the holder of this credential is hereby authorized to solicit
and canvass duly registered voters residing in _____
municipality, ward or other political division
to sign a certificate purporting to nominate _____
name of first candidate on petition
for the office of _____, and others, at the general
election to be held on _____, 20____.

Given under my hand and the seal of my office this _____ day
of _____, 20____.

Recorder/Clerk, County Commission of _____

Municipality of _____ located in _____ County
official credential # _____

STATE OF WEST VIRGINIA
Municipal Candidate's Certificate of Announcement

Any candidate who seeks nomination or election to an office to be filled by election in any primary or general election within a municipality shall file a complete certificate of announcement, under oath, and the required fee, with the municipal recorder and within the required time. [W. Va. Code 3-5-7]

I hereby swear or affirm that the following information is true:

Please Print

1 I declare myself a candidate for the office of:
in (if applicable) the ward:

Office

Ward

2 My legal name is:
(give the first, middle & last name)

Candidate's Legal Name

3 My name as I desire it to appear on the ballot is:
(no more than 25 letters; rules prohibit use of titles, title nicknames & slogans; ordinary nicknames are allowed)

Name Exactly As It Is Desired for the Ballot

4 I am a legally qualified voter of the city of:
and the ward of: (ward name & number required only if city is divided in wards and candidate is running for ward council seat)

City of Residence

Ward of Residence (if required)

5 The address of my current residence is:
(give apartment and/or house number, street, road or rural route--
do not give a P. O. box); give town or city, state and zip code

Residence No. & Street/ Road or Rural Route & Box
WV

Residence City, State, Zip Code

Please list my mailing address (if different) as:

Mailing No. & Street or Rural Route & Box or PO Box
WV

Mailing City, State, Zip Code

6 For partisan elections only:
I am affiliated with the following political party:
and desire to appear on that party's ballot; and I affirm that I have not been registered to vote as a member of another political party within 60 days before this date.

Political Party Affiliation

**Note: If you are filing in a municipality which uses alternative parties, please place your municipal party affiliation in this line.*

I swear or affirm that I am a candidate for this office in good faith in the (give date) _____ Primary Election / _____ General Election, and that I am eligible and qualified to hold this office.

X

Signature of Candidate

Daytime Phone

Date Signed

State of _____, County of _____

Subscribed and sworn to before me this _____ day of _____, _____.

Signature of Notary Public or
Official Authorized to Give Oaths

Office Use
Fee _____ Rec # _____

STAMP/SEAL

State of West Virginia
PRECANDIDACY REGISTRATION FORM
For All Statewide, Legislative, County and Municipal Offices

I will accept contributions and spend money toward my possible candidacy for public office, as permitted by West Virginia Code §3-8-5e.

Date: _____ Office : _____ District #: _____ Political Party: _____

Name: _____ Election Year: _____

Residence Address: _____

City: _____, WV Zip Code: _____ County: _____

Telephone: (home) _____ (work) _____

Mailing Address: _____

Email: _____

Committee Name: _____

My treasurer or financial agent will be:

NOTE: A judicial candidate cannot act as treasurer or financial agent for his or her campaign.

Name: _____

Residence Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: (home) _____ (work) _____

Mailing Address: _____

Email: _____

Check here to enroll your committee in the Campaign Finance Reporting System which will allow you to file the committee's finances via an internet service provided by the Secretary of State. This service is only available for committees that file with the Secretary of State.

I understand that every financial transaction related to my precandidacy or candidacy is subject to the requirements of the WV Code and the Rules & Regulations promulgated by the Secretary of State, including all reporting requirements. This document will serve as the oath for all electronically filed reports associated with the above listed campaign, if applicable.

Precandidate's signature

Treasurer's Signature



Published by:
The Office of the Secretary of State
Natalie E. Tennant
Bldg. 1, Suite 157-K
1900 Kanawha Blvd. East
Charleston, WV 25305
(304) 558-6000
E-mail: elections@wvsos.com
Internet Address: www.wvsos.com

File this form with **Secretary of State** if a candidate for statewide, legislative, or multi-county judicial office.

File this form with **County Clerk** if a candidate for county office or single-county judicial office.

File this form with **Municipal Clerk/Recorder** if a candidate for municipal (city or town) office.

State of West Virginia
TREASURER DESIGNATION
For Candidate's Committee

I, _____, a candidate in the election year _____ for the office of _____ in the _____ district (if applicable), hereby designate the following person who has agreed to serve as treasurer to be responsible for the campaign financial activity in relation to my candidacy for the above office:

Campaign Committee Name: _____

Treasurer Name: _____

Mailing Address: _____

Treasurer County of Residence: _____

Daytime Phone Number: _____

Email Address: _____

Check here to enroll your committee in the Campaign Finance Reporting System which will allow you to file the committee's finances via an internet service provided by the Secretary of State. This service is only available for committees that file with the Secretary of State.

It is the responsibility of the treasurer to read and comply with all campaign finance laws, regulations, and other related materials. I understand that every financial transaction related to my precandidacy or candidacy is subject to the requirements of the WV Code and the Rules & Regulations promulgated by the Secretary of State, including all reporting requirements. This document will serve as the oath for all electronically filed reports associated with the above listed campaign, if applicable.

Candidate's signature

Treasurer's Signature



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File this form with **County Clerk** if a candidate for county office or single-county judicial office.

File this form with **Municipal Clerk/Recorder** if a candidate for municipal (city or town) office.

OFFICIAL FORM F-3
REVISED 6/09

State of West Virginia
POLITICAL ACTION COMMITTEE OR
POLITICAL PARTY EXECUTIVE COMMITTEE
Statement of Organization

A Statement of Organization must be filed at least 28 days before the election in which the Political Action Committee or Executive Committee will be active and before the committee receives or spends any money.

Original Form or Amended Form

Committee Name: _____

Committee Chairperson: _____

Mailing Address: _____

Email Address: _____

Daytime Phone Number: (_____) _____

Committee Treasurer: _____

Mailing Address: _____

Email Address: _____

Daytime Phone Number: (_____) _____ **County of Residence:** _____

Affiliate Organization: _____

Type of Affiliation: (Check One)

- Membership Organization
- Corporate PAC
- Unaffiliated PAC or Executive Committee

The committee will influence:

- Statewide, legislative or multi-county districts
- County district
- Municipal election

Check here to enroll your committee in the **Campaign Finance Reporting System** which will allow you to file the committee's finances via an internet service provided by the Secretary of State. This service is only available for committees that file with the Secretary of State.

The people listed on this form have agreed to serve as chairperson and treasurer of this committee. The treasurer acknowledges that he or she is personally responsible for filing the statutorily required campaign finance reports until a Change of Treasurer notice (Form F-5) is submitted to the office that receives this form, or until the committee files a Notice of Dissolution (Form F-6). This document will serve as the oath for all electronically filed reports associated with the above listed campaign, if applicable.

Chairperson's signature

Date _____

Treasurer's signature

Date _____

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OFFICIAL FORM F-4
REVISED 6/09

State of West Virginia
**Notice of Change of Treasurer For a Campaign Committee, Political
Action Committee or Party Executive Committee**

Committee Name: _____

Authorized person making appointment: _____

Authorized person making appointment, please fill out the following:

I hereby notify you that _____ who previously served as treasurer of above
Name of former financial agent or treasurer

committee has resigned effective _____ and that the following person has agreed to serve in that capacity

Date

beginning _____
Date

Name of new treasurer or financial agent

Daytime phone

Mailing address

Email address

New treasurer county of residence

Signature of person making appointment

New treasurer please read and sign below:

Check here to enroll your committee in the **Campaign Finance Reporting System** which will allow you to file the committee's finances via an internet service provided by the Secretary of State. This service is only available for committees that file with the Secretary of State.

The person listed on this form has agreed to serve as treasurer of this committee. The treasurer acknowledges that he or she is personally responsible for filing the statutorily required campaign finance reports until a Change of Treasurer notice (Form F-5) is submitted to the office that receives this form, or until the committee files a Notice of Dissolution (Form F-6). This document will serve as the oath for all electronically filed reports associated with the above listed campaign, if applicable.

Signature of new treasurer



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File this form with **Secretary of State** if a candidate for statewide, legislative, or multi-county judicial office.
File this form with **County Clerk** if a candidate for county office or single-county judicial office.
File this form with **Municipal Clerk/Recorder** if a candidate for municipal (city or town) office.

State of West Virginia
NOTICE OF WITHDRAWAL OF CANDIDACY

I hereby give notice that I am no longer a candidate for the office listed below. I request that my name be officially removed from the ballot for the election in which I was previously a candidate.

I certify that my committee will no longer accept any contributions or make expenditures unless in accordance with the provisions of the West Virginia Code of State Rules on Campaign Finance, Title 146, Series 3, Article 7.

Name of Candidate _____ Election Year _____

Committee Name _____

Office sought _____ District/Division _____

Signature of Candidate _____ Date _____

Please note: This request must be received by the appropriate filing officer by the third Tuesday following the close of candidate filing

STATE OF WEST VIRGINIA
COUNTY OF _____

The foregoing instrument was acknowledged before me on _____

(seal) My Commission Expires _____

Notary Public

- Where to file:
- * Secretary of State - For ALL Legislative candidates and candidates on the ballot in more than one county.
 - * County Clerk - For candidates on the ballot in only one county.
 - * Municipal Clerk/Recorder - For candidates on the ballot in one municipality.



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OFFICIAL FORM C-9
REVISED 8/09

**State of West Virginia
NOTICE OF DISSOLUTION
OF POLITICAL COMMITTEE**

(Final campaign finance report must have been submitted prior to this notice.)

I hereby give notice that the following political committee wishes to dissolve and cease all activity as a political committee as of the date listed below.

I certify that the committee will not accept any contributions or make any expenditures after this date, and that before filing this notice, the committee has paid all debts, repaid all loans, and disposed of all assets of the committee according to the provisions of WV Code §3-8-10 and WV CSR §146-3-7.

I further certify that I have submitted a final financial report which reflects all financial transactions not previously reported and which shows a zero balance and no debts or unpaid bills.

Name of Treasurer or Financial Agent

Signature of Treasurer or Financial Agent

Date

Committee Name

Mailing Address

City/State/Zip Code

Where to file this form:

- * **Secretary of State** - For committees that support or oppose candidates on the ballot in more than one county.
- * **County Clerk** - For committees that support or oppose candidates on the ballot in only one county.
- * **Municipal Clerk/Recorder** - For committees that support or oppose candidates on the ballot in only one municipality.



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OFFICIAL FORM F-6
REVISED 6/09

State of West Virginia Campaign Financial Statement (Short Form) in Relation to 2012 Election Year

IF YOUR ANSWER TO ANY OF THE FOLLOWING QUESTIONS IS "YES," YOU CANNOT USE THIS FORM. YOU MUST USE THE LONG FORM (FORM F-7) TO FILE YOUR CAMPAIGN FINANCE REPORT.

1. Has your committee received any loans ?
2. Has your committee held any fundraisers?
3. Has your committee received any miscellaneous receipts, such as refunds or checking account interest?
4. Does your committee have any unpaid bills?
5. Have you or anyone else given an in-kind contribution to your campaign?
6. Has your committee given or received a transfer of excess campaign funds?

Candidate or Committee Name		Candidate or Committee's Treasurer	
Political Party (for candidates)		Treasurer's Mailing Address (Street, Route or P.O. Box)	
Office Sought (for candidates)	District/Division	City, State, Zip Code	Daytime Phone #

Election Cycle Reporting Period (check one):

- | | | |
|--|---|---|
| <input type="checkbox"/> Primary - First Report
Due March 31-April 6, 2012 | <input type="checkbox"/> Pre-primary Report
Due April 23-27, 2012 | <input type="checkbox"/> Post-primary Report
Due May 21-June 19, 2012 |
| <input type="checkbox"/> General - First Report
Due Sept. 24-28, 2012 | <input type="checkbox"/> Pre-general Report
Due Oct. 22-26, 2012 | <input type="checkbox"/> Post-general Report
Due Nov 19-Dec 19, 2012 |

Check if Applicable:

- Amended Report**
You must also check box of appropriate reporting period
- Final Report**
Zero balance required.
PAC must also file Form

Non-Election Cycle Reporting Period:

- Annual Report Due In** _____ **Calendar Year**
Due last Saturday in March or within 6 days thereafter

REPORT TOTALS

(Fill in totals after you have completed page 2)

CASH BALANCE SUMMARY

Beginning Balance (ending balance from previous report) 1.			
Total Contributions (from Page 2) 2.	+		
Subtotal (lines 1+2) 3.	=		
Total Expenditures (from Page 2) 4.	-		
Ending Balance (lines 3-4)	=		
<i>*Cannot have a negative ending balance</i>			

**TOTAL CONTRIBUTIONS
ELECTION YEAR-TO-DATE
(Add line 2 from all reports)**

**TOTAL EXPENDITURES
ELECTION YEAR-TO-DATE
(Add line 4 from all reports)**

CONTRIBUTORS OF:

\$250 or Less

More than \$250

Date	Full Name	Amount	Date	Amount
				Full Name: Address: Contributor's job: (Individual) Where contributor works: (Individual) Affiliation: (Political committee)
				Full Name: Address: Contributor's job: (Individual) Where contributor works: (Individual) Affiliation: (Political committee)
				Full Name: Address: Contributor's job: (Individual) Where contributor works: (Individual) Affiliation: (Political committee)
				Full Name: Address: Contributor's job: (Individual) Where contributor works: (Individual) Affiliation: (Political committee)

Check if additional pages have been attached.

Total Contributions:
(add both columns)

--

ITEMIZED EXPENDITURES (Itemize 3rd party expenditures/ reimbursements)

Date	Full name, residence address (if person); business address (if firm)	Purpose	Amount

MAKE AS MANY COPIES OF THIS PAGE AS YOU NEED.

Total Expenditures:

--

OATH OR AFFIRMATION

I, _____, swear or affirm that the attached statement is true and correct, to the best of my knowledge, of all financial transactions occurring within the period covered by this statement, as required by West Virginia Code §3-8-5a.

Signature of Candidate, Agent, or Treasurer

Date _____, 20____

Office Use Only
Received By: _____

State of West Virginia Campaign Financial Statement (Long Form) in Relation to the _____ Election Year

Candidate or Committee Name		Candidate or Committee's Treasurer	
Political Party (for candidates)		Treasurer's Mailing Address (Street, Route or P.O. Box)	
Office Sought (for candidates)	District/Division	City, State, Zip Code	Daytime Phone #

Election Cycle Reporting Period (check one):

<input type="checkbox"/> Primary - First Report Due last Saturday in March or within 6 days thereafter.	<input type="checkbox"/> Pre-primary Report Due 15 days preceding primary election or within 4 days thereafter	<input type="checkbox"/> Post-primary Report Due 13 days following primary election or within 20 business days thereafter.
<input type="checkbox"/> General - First Report Due last Saturday in September or within 6 days thereafter.	<input type="checkbox"/> Pre-general Report Due 15 days preceding general election or within 4 days thereafter.	<input type="checkbox"/> Post-general Report Due 13 days following general election or within 20 business days thereafter.

Check if Applicable:

Amended Report
You must also check box of appropriate reporting period

Final Report
Zero balance required.
PAC must also file Form F-6 Dissolution

Non-Election Cycle Reporting Period:

Annual Report Due In _____ Calendar Year
Due last Saturday in March or within 6 days thereafter

REPORT TOTALS

Fill in totals at the completion of the report.

RECEIPTS OF FUNDS:

Totals for this Period

CASH BALANCE SUMMARY

Contributions (Page 3)	
Monetary Contributions from all Fund-Raising Events (Page 4)	+
Receipt of a Transfer of Excess Funds (Page 8)	+
Total Monetary Contributions:	=
In-Kind Contributions (Page 5)	+
Total Contributions:	=

Beginning Balance (ending balance from previous report)	
Total Monetary Contributions	+
Total Other Income	+
Subtotal: a.	=

Other Income (Page 5)	
Loans Received (Page 6)	+
Total Other Income:	=

Total Expenditures (Page 7)	
Total Disbursements of Excess Funds (Page 8)	+
Repayment of Loans (Page 6)	+
Subtotal: b.	=

OUTSTANDING LOANS & DEBTS:

Unpaid Bills (Page 9)	
Outstanding Loans (Page 6)	+
Total Debts:	=

Ending Balance: (Subtotal a. - Subtotal b.)	=
<i>*Cannot be negative balance</i>	

**TOTAL CONTRIBUTIONS
ELECTION YEAR-TO-DATE**
(Add total contributions from all reports)

**TOTAL EXPENDITURES
ELECTION YEAR-TO-DATE**
(Add total expenditures from all reports)

**Contributors of
More than \$250**

Check if additional pages
have been attached.

DATE	INDIVIDUAL CONTRIBUTOR OR COMMITTEE'S NAME	AMOUNT
	Full Name: Address: (residential and mailing if they are different) Contributor's job: (individual contributor only) Where contributor works: (individual contributor only) Affiliation: (political committee only)	
	Full Name: Address: (residential and mailing if they are different) Contributor's job: (individual contributor only) Where contributor works: (individual contributor only) Affiliation: (political committee only)	
	Full Name: Address: (residential and mailing if they are different) Contributor's job: (individual contributor only) Where contributor works: (individual contributor only) Affiliation: (political committee only)	
	Full Name: Address: (residential and mailing if they are different) Contributor's job: (individual contributor only) Where contributor works: (individual contributor only) Affiliation: (political committee only)	
	Full Name: Address: (residential and mailing if they are different) Contributor's job: (individual contributor only) Where contributor works: (individual contributor only) Affiliation: (political committee only)	
	Full Name: Address: (residential and mailing if they are different) Contributor's job: (individual contributor only) Where contributor works: (individual contributor only) Affiliation: (political committee only)	

**MAKE AS MANY COPIES
OF THIS PAGE AS YOU NEED**

Subtotal of all contributors of more than \$250
Subtotal of all contributors of \$250 or less (From page 2)

Total Contributions:

+
=

OTHER INCOME: INTEREST, REFUNDS, MISCELLANEOUS RECEIPTS

Date	Source of Income	Type of Receipt	Amount

Total Other Income:

Check if additional pages have been attached.

IN-KIND CONTRIBUTIONS

Date	Name and Contributor Information	Description of Contribution	Value

MAKE AS MANY COPIES OF THIS PAGE AS YOU NEED.

Total In-Kind Contributions:

LOANS

Check if additional pages have been attached.

West Virginia Code: §3-8-5f. Loans to candidates, organizations or persons for election purposes.

"Every candidate, financial agent, person or association of persons or organization advocating or opposing the nomination or election of any candidate or the passage or defeat of any issue or item to be voted upon may not receive any money or any other thing of value toward election expenses except from the candidate, his or her spouse or a lending institution. All loans shall be evidenced by a written agreement executed by the lender, whether the candidate, his or her spouse, or the lending institution. Such agreement shall state the date and amount of the loan, the terms, including interest and repayment schedule, and a description of the collateral, if any, and the full names and addresses of all parties to the agreement. A copy of the agreement shall be filed with the financial statement next required after the loan is executed."

The loan agreement **must** include all items asked for in the statute. (See above.) The loan agreement does not have to follow a certain format; generally, if all the required information is listed, any format is acceptable. Candidates or political committees that take out a loan for the campaign through a bank or other commercial lending institution must include a copy of the loan agreement executed with that bank or institution. Candidates should not take out loans which are partially for personal use and partially for the campaign. It is almost impossible to keep reporting straight in this case. Any money a candidate contributes to his or her campaign committee with the hope of repayment must be treated as a loan and reported in this section. When a candidate determines that no further repayment can be expected, the loan can be reported as repaid in this section by entering the amount left to repay in the repayments column and reporting the same amount as a contribution from the candidate on Page 2. **These loans must be executed in writing. Caution: Candidates may not carry outstanding loans from one campaign to the next. Each campaign is separate. Funds from a current campaign cannot be used to repay a loan from a previous campaign.**

How to report loans

1. Each loan for your campaign should be listed on a separate line. (Each time you loan money to the campaign or get a loan, it is considered to be a separate loan.) Include the following information on the form below:
 - a. loan(s) from prior reporting periods and the balance of each loan (Col. A.) If a payment was made on the loan, list that in Col. C. **Any loan that was repaid in previous reporting periods does not need to be listed.**
 - b. new loans, the amount (Col. B), any repayments (Col. C), and the balance (Col. D.)
2. **Attach a copy of the loan agreement for each loan received during the reporting period.**

LOANS

(A copy of the loan agreement for each loan secured during this filing period must accompany this report)

Bank Loans: List name & address of financial institution Candidate or Candidate's Spouse Loans: List name, residence and mailing address of person(s) making or cosigning loan	Column A	Column B		Column C		Column D
	Balance of previous loan at end of period	Amount of new loan received during period		Repayments during period		Balance outstanding at end of period
	Amount	Date	Amount	Date	Amount	Amount
1.						
2.						
3.						
4.						
5.						
		Loans Received		Repayment of Loans		Outstanding Loans
Totals:						

Receipt of a Transfer of Excess Funds

Check if additional pages have been attached.

	Candidate Committee Name and Year	Amount
Total Receipts of Transfers of Excess Funds:		

Disbursements of Excess Funds

	Name of candidate committee and election year disbursing excess funds	Purpose of Disbursement	Amount
Total Disbursements of Excess Funds:			

MAKE AS MANY COPIES OF THIS PAGE AS YOU NEED.

State of West Virginia

PAID CAMPAIGN STAFF REPORT

Paid Campaign Staff : an individual employed by a candidate, party committee or political action committee who works in excess of twenty (20) hours per week on a regular and continuing basis and who is paid a regular salary out of which is deducted withholding tax and social security obligations. Pay may not exceed that which is reasonable and fairly commensurate with similar services rendered in the private sector.

Name of Campaign or Committee: _____

Candidate Name: _____

Treasurer Name: _____

Election Year _____ (check one) Primary General Special Election

Name _____ SS# _____

Job Title _____

Description of Duties _____

First Date Worked This Period _____ Last Date Worked This Period _____

Hours/Week _____ Pay Rate (per hour, per month, etc) _____

Name _____ SS # _____

Job Title _____

Description of Duties _____

First Date Worked This Period _____ Last Date Worked This Period _____

Hours/Week _____ Pay Rate (per hour, per month, etc.) _____

Name _____ SS# _____

Job Title _____

Description of Duties _____

First Date Worked This Period _____ Last Date worked This Period _____

Hours/Week _____ Pay Rate (per hour, per month, etc) _____



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 (304) 558-6000
 E-mail: elections@wvsos.com
 Internet: www.wvsos.com

Note: Payment shall be made by check.

OFFICIAL FORM F-8
 REVISED 6/09

State of West Virginia Volunteer Election Worker's Report

Volunteer Election Worker: an individual providing services to a candidate or committee without pay or other compensation for services, not including expenses. To be completed by volunteers of a candidate or political committee as described in WV CSR §146-4-7.

Candidate or Committee Name _____

For Office Of _____

Volunteer's Name:			
	City _____	State _____	Zip Code _____
Address _____	County _____	Phone _____	

Reimbursement Record

Out-of-pocket expenses (such as supplies or services) for the campaign may be reimbursed upon presentation to the candidate's financial agent or committee treasurer of a receipt for these items. Receipts do not have to be attached to this form.

Date of Expense	Description of Expense	Miles Traveled	Name of Vendor Paid	Amount To Be Reimbursed
Total Reimbursement				

I swear or affirm this statement is an accurate description of my expenses incurred relating to the political committee stated above and which the political committee must reimburse the expenses as required by WV CSR §146-4-7.

Signature of Volunteer

Date



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 Internet: www.wvsos.com

NOTICE: This form must be completed and submitted to the candidate or committee before payment can be received.

PAYMENT MUST BE MADE BY CHECK.

Please make copies of form as needed.

OFFICIAL FORM F-11
 REVISED 10/11



Office of the City Clerk

The City of Morgantown

Linda L. Little, CMC
389 Spruce Street, Room 10
Morgantown, West Virginia 26505
(304) 284-7439 Fax: (304) 284-7525
cityclerk@morgantown.com

MEMORANDUM

TO: POLITICAL CANDIDATES

RE: SIGN REGULATIONS AND POLITICAL SIGNS

1. General Guidelines:

Signs supporting a candidate who is running for elected office or relating to an issue that is scheduled for consideration for the public body are usually of a temporary nature, made of nondurable materials, and displayed for a short time before the election/event and expected to be removed shortly thereafter.

Once a candidate has been verified and filled out all appropriate paperwork by the deadline to become an official candidate for office, they may begin posting political signs. The candidate, their supporters or committees are responsible for removing all political signs no later than 10 days after the election.

State law requires all to say: Paid for by for the Candidates campaign. If you have a treasurer you must have your treasurer do this.

2. Signs along a street:

Signs within a City right-of-way are not permitted and may be removed by a municipal employee. Signs within a State Route right-of-way are not allowed and may also be removed by a municipal or state employee. Signs within a City or State Right-of-Way are not permitted and may be removed by City and/or State Employees

3. Signs on private property:

Signs erected on private property without prior permission may be removed by the property owner. When in doubt, contact the land owner.

4. Legal basis for regulating political signs:

Although a 1992 West Virginia Supreme Court of Appeals Case does grant municipalities clear guidance to regulate political signs in the City, Morgantown has not yet had a big problem with such signs and a continued practice of common sense in placement of such signs can help avoid additional sign regulations.

5. Zoning and Sign regulations:

The Department of Development Services and Morgantown City Code states that political signs are exempt.

According to the Planning & Zoning Code, Article 1369.05, Political Signs are exempt, except for height restrictions, which are not to be higher than 48 inches in all districts.

Division of Highways Rules for the Placement of Political Signs

Courtesy of the West Virginia Secretary of State's Office

Please keep the following rules in mind when displaying campaign materials:

Signs or posters cannot be placed on or above a Division of Highways right of way, which normally stretches 20 feet from the center line of a public road. Distances do vary, however, so please contact the West Virginia Division of Highways if you are uncertain.

Signs or posters near rights of way must comply with the outdoor advertising statute in Chapter 17, Article 19, Section 1 of the West Virginia Code, and must also conform to any municipal ordinances regulating outdoor advertising.

Signs or posters cannot be placed on Division of Highways traffic control signs nor block such signs, and cannot obscure the view of any connecting road or intersection.

Signs or posters cannot be placed on elements in nature, such as rocks or trees.

Avoid placing materials on fence posts, utility poles, or other stationary objects on private property without consent of the property owners.

Political overhead banners cannot be erected over any county, state, or federal highway

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