



## 'How to' Guide | Nomination Paper and Candidate's Acceptance (Form 4)

You must complete and file Form 4 to be considered an official candidate in the 2021 Edmonton General Election.

### Before you start

Make sure you have the official and applicable nomination form. Only official nomination papers will be accepted. These are available:

- Online at [edmonton.ca/elections](https://edmonton.ca/elections)
- From Edmonton Elections. Please contact us at 780-496-8165 or [elections@edmonton.ca](mailto:elections@edmonton.ca) for more information

There are four different nomination forms. Use the one that applies for the position you are seeking election to.

**Tip:** Each nomination form has a letter in the top right corner of the document. Use this as a reference.

- [Mayor](#) - M
- [Councillor](#) - C
- [Edmonton School Division Trustee](#) - PT
- [Edmonton Catholic Separate School Division Trustee](#) - CT

## Completing the Nomination Form

### Candidate Information

<b>LOCAL JURISDICTION:</b>	<b>THE CITY OF EDMONTON, PROVINCE OF ALBERTA</b>
<b>ELECTION DATE:</b>	<b>Monday, October 18, 2021</b>
<hr/>	
We, the undersigned electors of Ward _____ of the City of Edmonton, Province of Alberta, <b>NOMINATE:</b>	
_____ of (Candidate's Surname)	_____ (Candidate's Given Names)
_____ (Candidate's Residential Address)	_____ (Postal Code)
Edmonton, Province of Alberta, as a candidate at the election about to be held for the office of COUNCILLOR of Ward _____, City of Edmonton, Province of Alberta.	

- **Ward name or number:** The name or number of the ward must be indicated correctly.

**Tip: Use the ward boundaries and ward names that will be in place on Election Day 2021**

Edmonton's municipal ward boundaries and the boundaries for Edmonton School Division are changing on Election Day 2021. The ward boundaries for Edmonton Separate Catholic School Division have changed recently.

The names of Edmonton's municipal wards are changing on Election Day 2021.

Be sure to check [edmonton.ca/elections](http://edmonton.ca/elections) regularly for up-to-date information, including maps.

- **Candidate name:** You must use your legal name. It must match the name on your government issued photo identification.

## Signatures from Residents

Printed Name of Elector	Complete Address and Postal Code of Elector	Signature of Elector
1.		
2.		
3.		
4.		
5.		
6.		
7.		

- You must collect signatures from residents before filing your nomination form.
- Candidates for Mayor must collect **100** signatures.
- Candidates for **City Council, Edmonton School Division Trustee, and Edmonton Separate Catholic School Division** must collect **25** signatures from residents who **live in the ward you wish to represent.**


**Remember that ward boundaries for the City of Edmonton and Edmonton School Division are changing on Election Day 2021**

- Residents who sign your nomination form must:
  - Fill out **all three parts** of this section:
    - Name
    - Complete address with postal code
    - Signature
  - Live in Edmonton - **Mayor**
- Or**
- Live in the ward you wish to represent - **Councillor, School Division Trustee**
- Be eligible to vote in the Edmonton General Election on the date of signing the nomination:
  - At least 18 years old
  - A Canadian citizen; and
  - Reside in Alberta (Their place of residence must be located in Edmonton on Election Day)

Only original handwritten signatures can be accepted. Electronic or photocopied signatures are not valid

**It is your responsibility to make sure you collect signatures from eligible residents only.**

## Headings

	<b>Edmonton Elections</b>	<b>C</b> FORM 4
		<b>NOMINATION PAPER AND CANDIDATE'S ACCEPTANCE (COUNCILLOR)</b>
We, the undersigned electors of Ward _____ of the City of Edmonton, Province of Alberta, <b>NOMINATE:</b>		
_____		_____
(Candidate's Surname)	(Candidate's Given Names)	
Printed Name of Elector	Complete Address and Postal Code of Elector	Signature of Elector
22.		
23.		

- This section must be completed **on every page** of the nomination form.
- You must always use your legal name.
- Your name must be the same on each page of the nomination form.
- The **name or number** of the ward must be indicated correctly.
- If you are a Candidate for City Council, please make sure the name of the ward is spelled exactly as it appears on the ward map.

### **Tip: Use the ward boundaries and ward names that will be in place on Election Day 2021**

Edmonton's municipal ward boundaries and the boundaries for Edmonton School Division are changing on Election Day 2021. The ward boundaries for Edmonton Separate Catholic School Division have changed recently.

The names of Edmonton's municipal wards are changing on Election Day 2021.

## Candidate's Acceptance

### CANDIDATE'S ACCEPTANCE

I, the above named candidate solemnly swear (affirm):

THAT I am eligible under sections 21 and 47 of the *Local Authorities Election Act* to be elected to the office;

THAT I am not otherwise disqualified under section 22 or 23 of the *Local Authorities Election Act*;

THAT I will accept the office if elected;

THAT I have read sections 12, 21, 22, 23, 27, 28, 47, 68.1, and 151 and Part 5.1 of the *Local Authorities Election Act* and understand their contents; and

THAT I am appointing as my official agent (if applicable):

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(Name, Email Address and/or Complete Address and Postal Code; and Telephone Number of Official Agent)

THAT I will read and abide by the municipality's code of conduct if elected; and

THAT the electors who have signed this nomination paper are eligible to vote in accordance with the *Local Authorities Election Act* and resident in the City of Edmonton on the date of signing the nomination.

- It is essential that you read, understand and complete **each of the requirements** of this section.
- By submitting a completed nomination form, you are confirming that:
  - You are an eligible candidate
  - You will accept office if you are elected
  - You have read the sections of the *Local Authorities Election Act* listed in this section of the nomination form
  - You will read and follow the Council Code of Conduct, if elected
  - All of the individuals who signed your nomination form are eligible to vote in this election

## Official Agents

You may choose to appoint an Official Agent. This is someone who can act on your behalf.

Remember that:

- You can only appoint one other person to be an Official Agent.
- Official Agents are permitted to perform the same duties as the Candidate.
- You are not required to appoint an Official Agent.

**Tip:** You can only **appoint** an Official Agent on your Nomination Form. You may **change** your Official Agent once one is appointed.

## Name on the Ballot

**PRINT NAME AS IT SHOULD APPEAR ON THE BALLOT:**

(Candidate's Surname)

(Given Names) (may include nicknames, but not titles, i.e. Mr., Mrs., Dr.)

- The name you wish to appear on the ballot **does not** have to match your legal name.
- Some things **cannot** appear on a ballot, including:
  - Symbols, such as emojis
  - Characters, such as \$, % +, &, :) for example.
  - Titles, such as Mr., Ms., or Dr.

## Commissioning the Form

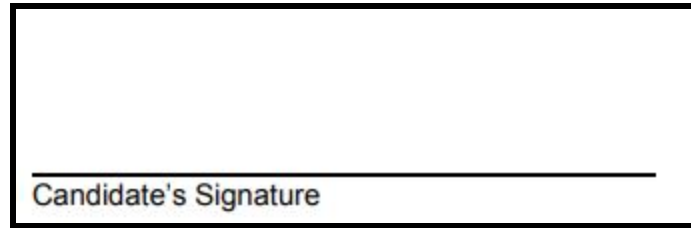
SWORN (AFFIRMED) before me at the \_\_\_\_\_ )  
of \_\_\_\_\_, in the Province of \_\_\_\_\_ )  
Alberta this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. )

\_\_\_\_\_  
Signature of Returning Officer or Commissioner for Oaths  
or Notary Public in and for Alberta  
(Also include printed or stamped name and expiry date)

- Nomination forms must be commissioned by a Commissioner of Oaths in and for Alberta.
- Nomination Forms can be commissioned by Edmonton Elections when you submit them.

**Tip: Nomination forms cannot be revised once they have been commissioned. To allow minor errors to be corrected, it is recommended that you allow Edmonton Elections to commission your nomination forms.**

## Signatures



Candidate's Signature

- You must sign your nomination form but please only do so after you have reviewed the content with a member of the Edmonton Elections team when you submit them. Your signature is part of the commissioning process.

**Tip:** Changes, even minor corrections, cannot be made once the form is signed.