

Miami-Dade County 2016 Clerk of the Circuit Court Candidate Qualifying Information

<u>QUALIFICATIONS:</u>	Qualified elector of Miami-Dade County [Florida Statute 99.021(1)(a)(1)]
<u>TYPE OF ELECTION:</u>	Partisan [Constitution of the State of Florida, Article VI, Section 5]
<u>ELECTION AREA:</u>	Countywide [Constitution of the State of Florida, Article VIII, Section 1(d)]
<u>TERM:</u>	Four (4) years [Constitution of the State of Florida, Article VIII, Section 1(d)] and F.S. 100.041(1)] The term for the Clerk of the Circuit Court shall commence on the first Tuesday after the first Monday in January following his or her election (January 3, 2017). [F.S. 100.041(4)]
<u>SALARY:</u>	The salary of the Clerk of Circuit Court shall be fixed according to F.S. 145.051 (as of July 1, 2015, the salary was \$182,218.14)
<u>ELECTION DATES:</u>	August 30, 2016 – Primary [F.S. 100.061] and Constitution of the State of Florida, Article VI, Section 5] November 8, 2016 – General [F.S.100.031] and Constitution of the State of Florida, Article VI, Section 5]
<u>QUALIFYING DATES:</u>	Noon, Monday, June 20, 2016, through Noon, Friday, June 24, 2016. [F.S. 99.061(2)] A qualifying office may accept and hold qualifying papers submitted not earlier than 14 days prior to the beginning of the qualifying period (June 6, 2016), to be processed and filed during the qualifying period. [F.S. 99.061(8)]

QUALIFYING REQUIREMENTS:

The following items must be submitted to the Miami-Dade Elections Department:

Qualifying Method – Qualifying Fee

1. Appointment of Campaign Treasurer and Designation of Campaign Depository for Candidates ([Form DS-DE 9](#))*
2. Statement of Candidate ([Form DS-DE 84](#))*
3. Receipt of Handbook and the Election Laws of the State of Florida ([Form MD-ED 2](#))*
4. Campaign Treasurer's Report Electronic Filing Requirements for Miami-Dade County ([Form MD-ED 10](#))*
5. [Declaration and First Amendment Waiver](#) (optional)
6. [Declaration for Candidates Not Automatically Covered](#) (optional)
7. Candidate Oath - Candidate with Party Affiliation ([Form DS-DE 24](#)) or Candidate Oath - Candidate with No Party Affiliation ([Form DS-DE 24B](#)).
8. Form 6 – Full and Public Disclosure of Financial Interests ([CE Form 6 2015](#)), along with any other applicable forms. Public officers who have filed financial disclosure with the Florida Commission on Ethics may file a copy with filing officer at time of qualifying.
9. Qualifying fee: \$10,933.09 for candidates with a party affiliation or; \$7,288.73 for candidates with no party affiliation. The fee shall be paid by means of a bank check drawn from the candidate's campaign account as prescribed in [F.S. 106.11\(1\)\(a\)](#), made payable to "Miami-Dade County". The qualifying fee is equal to 6% of the annual salary as of July 1, 2015 for partisan candidates, or 4% of annual salary as of July 1, 2015 for no party affiliation candidates. (Filing Fee is 3% of the annual salary of the office, an Election Assessment is 1% of the annual salary of the office sought, and the Party Assessment is 2% of the annual salary of the office sought). [\[F.S. 99.092\(1\)\]](#) (As of July 1, 2015 the annual salary for Clerk of the Circuit Court was \$182,218.14).
10. If you currently hold an elected or appointed position, please consult with your attorney to determine whether you are required to resign from the office you presently hold to run for this office. [\[F.S. 99.012\]](#)

** These forms must be submitted to the Miami-Dade Elections Department at time of announcing candidacy.*

Miami-Dade County 2016 Clerk of the Circuit Court Candidate Qualifying Information

Qualifying Method – Petitions

1. Appointment of Campaign Treasurer and Designation of Campaign Depository for Candidates ([Form DS-DE 9](#))*
2. Statement of Candidate ([Form DS-DE 84](#))*
3. Receipt of Handbook and the Election Laws of the State of Florida ([Form MD-ED 2](#))*
4. Campaign Treasurer's Report Electronic Filing Requirements for Miami-Dade County ([Form MD-ED 10](#))*
5. [Declaration and First Amendment Waiver](#) (optional)
6. [Declaration for Candidates Not Automatically Covered](#) (optional)
7. Candidate Oath - Candidate with Party Affiliation ([Form DS-DE 24](#)) or Candidate Oath - Candidate with No Party Affiliation ([Form DS-DE 24B](#)).
8. Form 6 – Full and Public Disclosure of Financial Interests ([CE Form 6 2015](#)), along with any other applicable forms. Form will be available on the State of Florida Commission on Ethics [website](#) starting on 01/01/16. Public officers who have filed financial disclosure with the Florida Commission on Ethics may file a copy with filing officer at time of qualifying.
9. Candidate Petition ([DS-DE 104](#))
10. If you currently hold an elected or appointed position, please consult with your attorney to determine whether you are required to resign from the office you presently hold to run for this office. [\[F.S. 99.012\]](#)

** These forms must be submitted to the Miami-Dade Elections Department at time of announcing candidacy.*

Who Can Sign Petitions: [\[F.S. 99.095\]](#)

Any registered elector in the geographical area of candidacy may sign a petition.

Signatures may not be obtained until the candidate has filed the appointment of campaign treasurer and designation of campaign depository pursuant to [F.S. 106.021](#) and valid only for the qualifying period immediately following such filings.

Petition signatures of at least 1% (12,981) of the total registered electors (1,298,077) in the geographical area represented by the office sought for the immediately preceding general election are required.

Deadline for Submitting Petitions: [\[F.S. 99.095\]](#)

Candidates must submit petitions for verification to the Miami-Dade Elections Department no later than noon on the 28th day preceding the first day of the qualifying period (May 23, 2016). All petitions submitted must contain the voter's original signature.

Petition Verification: [\[F.S. 99.095\]](#) and [\[F.S. 99.097\]](#)

There is a charge of 10 cents per name for verification of signatures, which must be paid to the Miami-Dade Elections Department upon submission of petitions. The candidate may file an "[Affidavit of Undue Burden](#)" with the Miami-Dade Elections Department to waive the cost of verification. [\[F.S. 99.097\(4\)\]](#)

If any person is paid to solicit signatures on a petition, an undue burden oath may not subsequently be filed in lieu of paying the fee to have signatures verified for that petition. If an undue burden oath has been filed and payment is subsequently made to any person to solicit signatures on a petition, the undue burden oath is no longer valid and a fee for all signatures previously submitted to the supervisor of elections and any that are submitted thereafter shall be paid by the candidate who submitted the undue burden oath. [\[F.S. 99.097\(6\)\]](#)

The Supervisor of Elections must certify the number of valid signatures no later than the 7th day before the first day of the qualifying period (June 13, 2016) and submit such certification to the Division of Elections. [\[F.S. 99.095\(3\)\]](#)

If the candidate is unable to collect the required number of signatures, he/she may still qualify by paying the qualifying fee.

**Miami-Dade County
2016 Clerk of the Circuit Court
Candidate Qualifying Information**

Qualifying Method – Write-In Candidate

1. Appointment of Campaign Treasurer and Designation of Campaign Depository for Candidates ([Form DS-DE 9](#))*
2. Statement of Candidate ([Form DS-DE 84](#))*
3. Receipt of Handbook and the Election Laws of the State of Florida ([Form MD-ED 2](#))*
4. Campaign Treasurer's Report Electronic Filing Requirements for Miami-Dade County ([Form MD-ED 10](#))*
5. [Declaration and First Amendment Waiver](#) (optional)
6. [Declaration for Candidates Not Automatically Covered](#) (optional)
7. Candidate Oath for Write-In Candidate ([Form DS-DE 24A](#)).
8. Form 6 – Full and Public Disclosure of Financial Interests ([CE Form 6 2015](#)), along with any other applicable forms. Public officers who have filed financial disclosure with the Florida Commission on Ethics may file a copy with filing officer at time of qualifying.
9. No qualifying fee required; a blank space will be provided on the general election ballot for names of write-in candidates.
10. If you currently hold an elected or appointed position, please consult with your attorney to determine whether you are required to resign from the office you presently hold to run for this office. [[F.S. 99.012](#)]

** These forms must be submitted to the Miami-Dade Elections Department at time of announcing candidacy.*

Miami-Dade County

2016 Clerk of the Circuit and County Courts Candidates

Candidate Forms and Additional Resources

The following is a compilation of forms used by Clerk of the Circuit Court candidates who qualify with the Miami-Dade County Elections Department and their campaign treasurer(s). A hyperlink has been provided for each form.

Opening of Account	
DS-DE 9	Appointment of Campaign Treasurer and Designation of Campaign Depository for Candidates
DS-DE 84	Statement of Candidate
MD-ED 2	Receipt of Handbook and the Election Laws of the State of Florida
MD-ED 10	Campaign Treasurer's Report Electronic Filing Requirements for Miami-Dade County
Declaration & First Amendment Waiver	Declaration and First Amendment Waiver (optional)
Declaration for Candidates Not Automatically Covered	Declaration for Candidates Not Automatically Covered by the Mandatory Provisions – Optional
Qualifying	
DS-DE 104	Candidate Petition
DS-DE 19A	Affidavit of Undue Burden – if unable to pay for the verification of signatures
DS-DE 24	Candidate Oath - Candidate with Party Affiliation
DS-DE 24A	Candidate Oath - Write-In Candidate
DS-DE 24B	Candidate Oath - Candidate with No Party Affiliation
CE-Form 6 (2015)	Form 6 – Full and Public Disclosure of Financial Interests - 2015; along with any other forms, if applicable
Campaign Reporting (included in online Campaign Reporting Software)	
DS-DE 12	Campaign Treasurer's Report Summary
DS-DE 13	Campaign Treasurer's Report – Itemized Contributions
DS-DE 14	Campaign Treasurer's Report – Itemized Expenditures
DS-DE 14A	Campaign Treasurer's Report – Itemized Distributions
DS-DE 94	Campaign Treasurer's Report – Fund Transfers
DS-DE 87	Waiver of Report
DS-DE 86	Request for Return of Contribution
DS-DE 2	Contributions Returned
Termination Reports	
DS-DE 73	Campaign Loans Report
DS-DE 73A	Campaign Loans Report Itemized
Elected Officials – Opening an Office Account	
DS-DE 48	Office Account Report
DS-DE 48A	Office Account Disbursement or Deposit Information

In addition, the following resources are available online:

- [Calendar of Reporting Dates](#)
- [2015 Election Laws of the State of Florida](#)
- [Miami-Dade County Code of Ordinances](#)
- [Miami-Dade County Home Rule Amendment and Charter](#)
- [Ethical Campaign Practices Ordinance, Miami-Dade County Code Sec. 2-11.1.1](#)
- [2016 Candidate and Campaign Treasurer](#)
- [2016 Candidate Petition Handbook](#)
- [Elected Officials - Year on Ballot/Term/Contact](#)
- [2016 List of Offices Up for Election](#)