

SHELBY COUNTY CLERK & RECORDER

Jessica Fox

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Apparent Conformity Policy

General

The intent of the Shelby County Clerk Office is to accept and certify candidate nominating papers that are in "apparent conformity" or otherwise meet some basic requirements of the Illinois Election Code. In making that determination, the Shelby County Clerk's Office staff will conduct a limited review of items identified in the checklist below. The assessment is not intended to certify that the filing is error free or that the information identified in the checklist below is properly or accurately set forth in the candidates' nominating papers; it is only designed to establish whether the nominating papers filed are in apparent conformity with the Election Code.

Apparent Conformity Review Items

Statement of Candidacy:

- Designation of Office Sought and Unit of Government
- Candidate's Signature
- Designation of Term of Office

Statement of Economic Interest

- Receipt from County Clerk evidencing the filing of the Statement of Economic Interest (Statement of Economic Interests are obtained from and filed with the County Clerk) or a completed Statement of Economic Interest (*must be filed by last day of filing nominating papers*)

Important Notice

The acceptance and certification of nominating petitions by the Shelby County Clerk's Office does not constitute a decision or ruling on the validity of the petitions pursuant to the Illinois Election Code. Petitions may be challenged for any number of reasons under the Election Code. The Shelby County Clerk's Office will make no representations or offers no assurances regarding the outcome of potential legal challenges to any petitions. Candidates are solely responsible for verifying that their nominating papers are in compliance with the requirements of the Election Code.

Legal Disclaimer

The Shelby County Clerk's Office wishes to assist all candidates in filing their nominating papers. However, the Shelby County Clerk's Office does not provide legal advice or legal assistance. Discussion with the Shelby County Clerk's Office staff during the filing process should not be considered legal advice.

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Candidates Responsibilities

Candidates are responsible for completing their nominating packets completely and properly. Candidates are strongly encouraged to seek legal counsel to review their nominating petitions before filing. A candidate's responsibilities include but are not limited to filing the number of required valid signatures for the office they seek; meeting the age, residency, or other qualifications for the office; numbering petitions sheets consecutively; notarizing required documents; and ensuring State of Economic Interest receipts are filed. This is not a complete list. For more information on nominating petition filing, candidates are encouraged to review the Illinois State Board of Elections' Candidate's Guide.