# PETITION INSTRUCTIONS

**Every signature is valuable.** To insure that each one is counted, ***the petition must be filled in correctly***. Each County Registrar of Voter's office has a record for every registered voter, which includes his or her name, registered address, and signature. When a person signs or circulates a petition, the Registrar verifies information for both the signers and the circulator.

- **Each petition is county specific:** All signers must be registered to vote and live in the same county. One county per each sheet. Be sure to fill in the name of the County above the first signature. *See example 1.*

**Example 1: Write the County name in highlighted place**

All signers of this petition must be registered in _____ County.

| | | |
|---|---|---|
| | SAMPLE<br>Print Your Name: John E. Doe<br>Residence Address ONLY: 123 Any Street<br>Signature As Registered to Vote: John E. Doe<br>City: Any Town<br>Zip: 55555 | This column for official use only. |

- **Registered voters only:** Voters must be registered in California to sign the petition.
- **Sign for yourself:** IMPORTANT! Do not let anyone fill in any part of the petition for someone else. NOT even for a spouse. This will invalidate the signature.
- **Name:** Every person must print and sign his or her own name.
- **Address:** This address must match the address where the voter is registered to vote. It must be a residence, not a P.O. Box, or a work address.
- **Mistakes:** If a signer makes a mistake, simply mark through both lines on the petition and have the signer start over in the next box. A mistake does not invalidate the entire petition.
- **Sign once:** Each voter should sign only one time. Duplicate signatures on different sheets of the same petition are disqualified. Multiple signings by the same person will cause the County Registrar of Voters to deduct a percentage of the valid signatures.

**Q:** Are abbreviations of the city, county, street, drive, road, etc. permitted? Yes.

**Q:** Is white-out allowed? The use of white-out on a petition section automatically invalidates the signature. White-out is only allowed at top of petition for the County name.

## THE SIGNATURE BOX

**Example 2: Be sure that ALL 5 places in the signature box are filled in**

| | | |
|---|---|---|
| | SAMPLE<br>(1) Print Your Name: John E. Doe<br>(2) Residence Address ONLY: 123 Any Street<br>(3) Signature As Registered to Vote: John E. Doe<br>(4) City: Any Town<br>(5) Zip: 55555 | This column for official use only. |

## THE DECLARATION OF CIRCULATOR BOX

If you ask someone to sign a petition, you are called the "Circulator," and you must fill in the section at the bottom of the petition called the "DECLARATION OF CIRCULATOR." Even if there is only one signer on a petition, this section must be completed, even if that one signer is you. The entire petition will be invalid if the DECLARATION OF CIRCULATOR is blank or improperly completed. The Declaration of Circulator must be handwritten, not typed, and completed by the circulator after the obtaining signatures on the petition.

The DECLARATION OF CIRCULATOR has 8 blanks to be completed:

1. Print your name.
2. Write the street address where you are registered to vote.
3. Write your city, state and zip where you are registered to vote.
4. Write the date you started collecting signatures. If you do happen to forget the date, write an approximate date, but be sure it is not later than the date in box 5.
5. Write the date you finished collecting signatures. It may be the same start and finish date if you collected all of the signatures in one day.
6. This is the date the last person signed the petition.
7. Write the county you are in while completing this section.
8. Sign your full name

**This entire box (lines 1-8) must be completed or the entire petition will be invalid.**

**DECLARATION OF CIRCULATOR** (If you are the only person signing this petition, or if you ask someone to sign this petition, you must fill in this box.)

I, (1) _____ (PRINT NAME), am 18 years of age or older. My residence address is (2) _____ (STREET ADDRESS) (3) _____ (CITY, STATE, ZIP). I circulated this section of the petition and witnessed each of the appended signatures being written. Each signature on this petition is, to the best of my information and belief, the genuine signature of the person whose name it purports to be. All signatures on this document were obtained between the dates of (4) _____ (MONTH & DAY), 2015 and (5) _____ (MONTH & DAY), 2015.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on (6) _____ (MONTH & DAY), 2015, at (7) _____ (COUNTY & STATE).

**MUST BE SIGNED HERE ALSO** SIGNATURE: (8) _____ (COMPLETE SIGNATURE INCLUDING FULL NAME OF CIRCULATOR) Email: _____ (EMAIL ADDRESS (OPTIONAL))