



2016 Rhode Island How to Run for Office Guide

A guide for candidates

 elections@sos.ri.gov

 401.222.2340

 www.sos.ri.gov

 @RISecState





Dear Potential Candidate:

I applaud your interest in serving the public as an elected official. As your Secretary of State, I am working hard to engage and empower all Rhode Islanders and ensure that our elections are fair, fast, and accurate. This digital guide contains all of the information you will need to run for office in the state's September primary and November's general election including:

- Filing deadlines;
- Campaign finance regulations, as governed by the state Board of Elections;
- Contact information for your local elections officials.

We are happy to provide a hard copy of the guide upon request. If you need additional information, please contact our Elections Division at 401-222-2340, TTY 711 or elections@sos.ri.gov.

Government can and must be effective, transparent and accountable to the people it serves in order to succeed. That can only happen when we all participate. I look forward to seeing you at the polls in 2016.

Sincerely,

Nellie M. Gorbea
Secretary of State



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NOTE: The determinations in this booklet are a matter of interpretation and are intended solely as a guide. They do not constitute official interpretation of state law. All statutory references are to Title 17 of the General Laws, 1956, as amended, as of December 31, 2015.

Important Candidate Deadlines



March 29, 30, or 31	Deadline for candidates to disaffiliate from their political party to run as a candidate from another party. Deadline depends on the date a candidate files Declaration of Candidacy.
May 27	Deadline for candidates to register to vote to be able to run for office.
June 27, 28, or 29	Deadline for candidates to file Declarations of Candidacy.
June 30	Deadline for endorsements to be filed for local and state candidates.
July 1	Deadline for endorsements to be filed for federal candidates.
July 6	Date that candidates may pick up their nomination papers.
July 15	Date that all candidates (except independent presidential electors) must submit nomination papers to local boards of canvassers.
July 18	Deadline for candidates for local office to file withdrawals of candidacy.
July 22	Deadline for candidates for federal or state office to file withdrawals of candidacy.
July 22	Ballot placement lottery for primary and general election.
September 9	Date that presidential electors for independent presidential candidates must submit nomination papers to local boards of canvassers.
September 13	PARTY PRIMARIES
September 16	Deadline for presidential electors for independent presidential candidates to file withdrawals of candidacy.
September 16	Ballot placement lottery for independent presidential candidates.
November 8	GENERAL ELECTION



Deadline to register to vote to run for office in 2016, no later than **Friday, May 27th**.

Eligibility to Run for Office

You must be a registered voter in Rhode Island (except President and Vice-President) and live within the district for the office you seek. See chart below for other requirements.

Office	Age	State Residence	U.S. Citizen	Years in Term	# of Terms
President	35	14 years in U.S.	yes, natural born	4	2
Vice President	35	14 years in U.S.	yes, natural born	4	no limit
Presidential Elector	18	30 days	yes	n/a	no limit
* U.S. Senator	30	yes	9 years	6	no limit
U.S. Representative	25	yes	7 years	2	no limit
State Senator	18	30 days	yes	2	no limit
State Representative	18	30 days	yes	2	no limit
Local Offices	18	30 days in district	yes	Check with Local Board of Canvassers	

* Not on the 2016 ballot.

Party Eligibility

Affiliated candidates:

If you plan on running as a party candidate, you must be a member of that particular party (Democrat, Moderate or Republican) or unaffiliated at the time of filing your Declaration of Candidacy.

Independent/unaffiliated candidates:

You are eligible to file a Declaration of Candidacy as an independent/unaffiliated candidate if, at the time of filing the Declaration of Candidacy, you are qualified to vote in the election within the district for the office which you seek.

The following chart may help you understand your options:

If you are registered as a:	You are eligible to run as a:			
	Democrat	Moderate	Republican	Independent
Democrat	Yes	No*	No*	Yes
Moderate	No*	Yes	No*	Yes
Republican	No*	No*	Yes	Yes
Independent	Yes	Yes	Yes	Yes

NOTE: In the preceding chart, "Independent" refers to "unaffiliated".



* If you belong to one party and want to run as a candidate for another party, you must change your party at least 90 days prior to the date you will file your Declaration of Candidacy. **You must file a disaffiliation no later than March 31st.**



Deadline to file a disaffiliation is **March 31st.**

Disaffiliation

What is disaffiliation?

When you no longer wish to be a member of a particular political party, you must sign a form to “disaffiliate” from that party. Forms are available at the local boards of canvassers.

Do I have to disaffiliate?

If you want to run as a candidate for a party other than the one to which you belong, the following chart may help you understand your filing options:

If you are registered as a:	Are you required to disaffiliate if you wish to run as a:			
	Democrat	Moderate	Republican	Independent
Democrat	No	Yes	Yes	No*
Moderate	Yes	No	Yes	No*
Republican	Yes	Yes	No	No*
Independent	No*	No*	No*	No

* By declaring to be a candidate in a primary you will then become a member of that party.



You must disaffiliate at least 90 days before you file your Declaration of Candidacy.

When is the deadline to disaffiliate?

If you file your Declaration of Candidacy on:	You must file your disaffiliation, if necessary, no later than:
June 27th June 28th June 29th	March 29th March 30th March 31st

Where can I disaffiliate?

You must disaffiliate with the local Board of Canvassers in the city or town where you are registered to vote.

You can also file your disaffiliation by completing a new voter registration form, keeping in mind that a mailed registration form must be received by the above deadlines.



Your Declaration of Candidacy must be filed on **June 27th, 28th or 29th.**

Filing a Declaration of Candidacy

Declaration of Candidacy:

The Declaration of Candidacy is the document you sign to start the process of becoming a candidate. You “declare” yourself as a candidate for a particular office and if you wish to run as a party candidate, you also “declare” yourself to be a member of that party.

Do I need to file a Declaration of Candidacy to run for office?

Yes. All candidates for all public and party offices must file a Declaration of Candidacy.

Where do I get a Declaration of Candidacy form?

The Declaration of Candidacy form is available on our website at www.sos.ri.gov/elections/.

The Declaration of Candidacy form is also available at:

- › Department of State’s Elections Division. See address on page 21.
- › Local Board of Canvassers in each city and town. See addresses on page 20.

How do I file my Declaration of Candidacy form?

Complete the form online and print it out. You must then sign it and have your signature witnessed by two individuals. Deliver or mail the form.



Declarations of Candidacy must contain original signatures. Your completed form cannot be faxed or emailed.

Where do I file my Declaration of Candidacy form?

Candidates for:	File your Declaration of Candidacy at:
Federal Public Office: Independent Presidential Electors Representative in Congress	Department of State’s Elections Division, 148 W. River Street, Providence, RI.
State Public Office: Senator in General Assembly Representative in General Assembly	Local Board of Canvassers in the city or town where you are registered to vote.
* Local Public Office: Mayor/Town Administrator Council School Committee	Local Board of Canvassers in the city or town where you are registered to vote.
State Party Committee Office: Senatorial District Committee Representative District Committee	Local Board of Canvassers in the city or town where you are registered to vote.
Local Party Committee Office: City/Town/Ward Committee	Local Board of Canvassers in the city or town where you are registered to vote.

* Contact your local Board of Canvassers for a full listing of local public offices in your city/town.

Can I file a Declaration of Candidacy form for more than one office?

You cannot file a Declaration of Candidacy for more than one public, state or local office in a primary or election.

However, if you file for a state or local public office, you can still file for state or local party offices. Party offices are offices elected in a primary. You must file a separate Declaration of Candidacy for every office you seek.

Example: You may file a Declaration of Candidacy as a Democrat for representative in General Assembly and another Declaration of Candidacy as a Democrat for Democratic representative district committee.

Additionally, you may NOT file for the same office under different party labels.

Example: You may NOT file a Declaration of Candidacy for senator in General Assembly as a Democrat and file a Declaration of Candidacy for senator in General Assembly as an independent/unaffiliated candidate.



If a voter files a Declaration of Candidacy for more than one state or local public office during the declaration period, the last declaration filed shall negate any previous filings.

If I am an independent/unaffiliated voter, and file a Declaration of Candidacy as a party candidate, does that automatically make me a member of that party?

Yes.

Example: If you are an independent/unaffiliated voter and file a Declaration of Candidacy as a Democrat, you are automatically recorded as a member of the Democrat Party. Filing a Declaration of Candidacy is sufficient to bind you to that party even if you do not circulate nomination papers or you do not vote in the primary.

Endorsements

What is an endorsement?

This is the process whereby party officials designate a person to be the candidate representing their party in a primary, and if no primary, in the general election.

Who makes the endorsements and where are they filed?

It depends on the office for which you are running. The following chart should help:

For the office of:	Endorsement by:	Endorsements are filed at:	Required signatures	Deadline to be filed
Representative in Congress	State Committee	Department of State's Elections Division	See RIGL 17-12-4	Not later than July 1st
Senator in General Assembly*	Senatorial District Committee	Local Board of Canvassers where candidate resides	A majority of the members of the committee	Not later than June 30th
Senatorial District Committee*	Senatorial District Committee	Local Board of Canvassers where endorsed Senate candidate resides	A majority of the members of the committee	Not later than June 30th
Representative in General Assembly*	Representative District Committee	Local Board of Canvassers where candidate resides	A majority of the members of the committee	Not later than June 30th
Representative District Committee*	Representative District Committee	Local Board of Canvassers where endorsed Representative candidate resides	A majority of the members of the committee	Not later than June 30th
Local Offices City/Town/Ward Committee	City/Town/Ward Committee	Local Board of Canvassers	Three officers of the committee	Not later than June 30th

i * **For Providence only:** Endorsements of candidates for senator in General Assembly, representative in General Assembly, and senatorial or representative district committee in the city of Providence must be filed at the Department of State's Elections Division, 148 W. River Street, Providence, RI.

What happens if I am the endorsed candidate for a public office?

If you are the endorsed candidate for a public office such as senator in General Assembly or town council, you will be issued nomination papers and you must submit the required number of valid signatures in order to qualify to be on the ballot.

What happens if I am the endorsed candidate for a party office?

If you are the endorsed candidate for a party office such as representative district committee or town committee, you do not need to gather signatures. The filing of the endorsement by the particular committee is sufficient to nominate you to the party office.

What happens if I am unendorsed as a party candidate for public office?

If you are an unendorsed candidate for a public office such as senator in General Assembly or town council, you will be issued nomination papers and you must submit the required number of valid signatures in order to qualify to be on the ballot.

What happens if I am unendorsed as a party candidate for a party committee office?

If you are an unendorsed candidate for a party office such as representative district committee or town committee, you will be issued nomination papers and you must submit the required number of valid signatures in order to qualify to be on the ballot.

Nomination Papers

What are nomination papers?

Nomination papers are the forms on which you will obtain valid signatures, that is, signatures of registered voters who are eligible to vote for the office that you are seeking. In order to be on the ballot, you will need to obtain a specified number of valid signatures on your nomination papers.

Who needs nomination papers?

All candidates for federal, state and local public office need nomination papers.

The only candidates who do NOT need nomination papers are ENDORSED candidates for party offices (i.e. district, city, town or ward committees). However, UNENDORSED candidates for district, city, town or ward committees MUST gather signatures on nomination papers.

How many signatures are required on nomination papers in order to qualify?

If you are running for:	Number of valid signatures required:
Independent Presidential Electors Representative in Congress	1,000 500
Senator in General Assembly Representative in General Assembly Senate and Representative District Committees (Unendorsed only)	100 50 50
Local Offices	Check with your local Board of Canvassers.

When and where do I pick up my nomination papers?

You may pick up your nomination papers on **July 6th**.

Independent presidential electors and candidates for Representative in Congress:

You must obtain your nomination papers from the Department of State's Elections Division, 148 W. River Street, Providence, RI.

All other offices (senator in General Assembly, representative in General Assembly, party offices and local offices)

You must obtain your nomination papers from the local Board of Canvassers where you filed your Declaration of Candidacy, except for Providence.

For Providence Candidates Only: If you are a candidate for senator in General Assembly, representative in General Assembly or senatorial or representative district committee in the city of Providence, you must obtain your nomination papers from the Department of State's Elections Division, 148 W. River Street, Providence, RI.



All persons other than candidates picking up nomination papers from the Department of State's Elections Division must have written authorization from the candidate.

Who can sign my nomination papers and do they have to be a member of the same party?

ANY registered voter who is eligible to vote for the office for which you seek election.

Example: A voter who is registered in the First Congressional District can sign your nomination papers if you are running for the office of Representative in Congress in District 1, but that voter cannot sign your nomination papers if you are running for the office of Representative in Congress in District 2.

The voter DOES NOT need to be a member of the political party listed on the nomination paper.

Example: A registered Democrat can sign the nomination papers of a Democratic candidate, Moderate candidate, Republican candidate, or an independent/unaffiliated candidate.

Does it make a difference which of my papers a voter signs?

Yes. At the top of each nomination paper there is a space for you to indicate the city/town in which the signers are registered voters.

! Signers on a nomination paper must be from the city or town listed at the top of the nomination paper.

Example: A registered voter in Providence must sign a nomination paper that lists “Providence” at the top of the paper. This is the paper that you will return to the Providence Board of Canvassers. The Providence Board of Canvassers will certify signatures on this paper. If a Cranston voter signs a Providence nomination paper, that signature will not be certified since the nomination paper will be reviewed only by the Providence Board of Canvassers.

If a voter signs a nomination paper of a party candidate, does that automatically make the voter a member of that party?

No. The act of signing nomination papers does not make the voter a member of that political party.

How many papers can a person sign?

There is no restriction on the number of nomination papers a person can sign for federal and state candidates. However, your signature can only be counted once for each candidate.

When and where do I return my nomination papers?

Nomination papers for:	Must be returned by:	Must be returned to:
All candidates (except independent presidential electors)	July 15th at 4 p.m.	Local Board of Canvassers in the city or town listed at the top of the nomination paper
Independent presidential electors	September 9th at 4 p.m.	Local Board of Canvassers in the city or town listed at the top of the nomination paper

How do I know if I qualified for ballot placement?

Candidates for federal, state and local office can check our website at www.sos.ri.gov/candidates. As certified nomination papers are received from the local boards of canvassers, we will enter the number of valid signatures for each candidate into our database. This information will be updated at the end of each day during the nomination paper certification process (July 6th through July 21st) with the final posting available on **July 22nd**. For independent presidential electors, information will be updated from **July 6th to September 15th**.

Withdrawal of Candidacy

If I file a Declaration of Candidacy, can I decide not to run?

Yes, but you must file a withdrawal of candidacy.

When do I file a withdrawal of candidacy?

If you filed as a:	File a withdrawal by:	File a withdrawal with:
Party or independent/unaffiliated candidate for local office	Not later than July 18th	Local Board of Canvassers where you filed your Declaration of Candidacy
Party nominee or independent/unaffiliated candidate for federal or state office	Not later than July 22nd	Department of State's Elections Division
Independent presidential elector	Not later than September 16th	Department of State's Elections Division

Can I withdraw if I am the party's nominee for the office that I am seeking?

Yes. If you are the party's nominee for the office that you are seeking (i.e. you are the candidate that will appear on the November ballot for your party) you can withdraw.

Keep in mind that you have to withdraw by **September 16th** in order for the party to name another candidate to fill the vacancy.

Ballot Arrangement - Primary

Will there be a primary for the office that I am seeking?

A primary is necessary when two or more individuals from the same political party qualify for ballot placement for the same office.

There will be no primary for the office you seek if: (1) no one else filed a valid Declaration of Candidacy as a party candidate from the same party for the same office that you are seeking; (2) no one else filed timely nomination papers containing the requisite number of signatures for the same office that you are seeking under the same political party; or (3) the other candidate(s) who qualified for the same office under the same political party withdrew according to state law.

In primaries where the voter casts a vote for more than one candidate for an office, there is no primary when the number of candidates qualified for ballot placement equals or is less than the number to be elected.

Example: In a town council race where the voters are allowed to vote for any five candidates, there is no primary when the number of candidates from the same political party qualified for ballot placement is five or less.

If I run as a candidate for public office, when does my name appear on the primary ballot?

Names of federal, state and local candidates for public office where there is a primary appear on the **September 13th** primary ballot.

Please note that the names of unopposed party candidates for federal and state office also appear on the primary ballot. However, when there is no primary opposition for the office you are seeking, you are automatically the nominee of your party for said public office and your name will also appear on the November ballot.

Names of unopposed party candidates for local office do not appear on the primary ballot.

If I run as a candidate for a party office, when does my name appear on the ballot?

Party offices are elected at the time of the primary being held for the party. For example, senatorial and representative district committees will be elected on **September 13th**.

In elections for party offices where the voter casts a vote for more than one candidate for an office (i.e. vote for any five members of a senatorial district committee), there is no election when the number of candidates qualified for ballot placement equals or is less than the number to be elected. In this case, party office candidates are automatically elected to the positions and their names do not appear on the ballot.

How will my name appear on the primary ballot?

Your name will be printed on the ballot as it appears on the voting list.

How is my ballot placement determined if I am a candidate in a primary?

The endorsed candidate for each federal, state and local office will appear first directly under the title of office that is being sought and will have an asterisk (*) preceding his or her name. For local offices where there is more than one endorsed candidate, the names of the endorsed candidates shall be listed in the order in which they were certified to the Department of State's Elections Division by the local Board of Canvassers.

The unendorsed candidate or candidates for federal and state offices will follow on the ballot. If there is more than one unendorsed candidate, they will be listed on the ballot in the order chosen by a lottery conducted by the Department of State.

The unendorsed candidate or candidates for local offices will be listed in alphabetical order following the name or names of the endorsed candidate or candidates.

When are the lotteries conducted for ballot placement for the primary?

The Department of State will conduct a lottery on **July 22nd at 5 p.m.**, in the Governor's State Room, State House, to determine ballot placement for unendorsed federal and state party candidates for primary ballots.

Ballot Arrangement - General Election

How will my name appear on the general election ballot?

Your name will be printed on the ballot as it appears on the voting list. Party candidates will be listed on the ballot along with the name of their political party. Independent/unaffiliated candidates will be listed on the ballot along with the name of their "political principle, movement or organization" in small print or the word "Independent" when no "political principle, movement or organization" is listed on the candidate's Declaration of Candidacy.

How is my ballot placement determined if I am a candidate in the general election?

The order in which the political parties appear on the general election ballot is determined by a lottery conducted by the Department of State. The order in which federal and state independent/unaffiliated candidates appear on the ballot beneath the party candidates is also determined by a lottery conducted by the Department of State. For local public offices the city/town selects the method of ballot placement.

When are the lotteries conducted for ballot placement for the general election?

The Department of State will conduct a lottery on **July 22nd at 5 p.m.** in the Governor's State Room, State House, to determine ballot placement of party candidates and federal and state independent/unaffiliated candidates (except independent presidential electors) for the general election ballots.

The Department of State will conduct a lottery on **September 16th at 5 p.m.** in the State Library, State House, to determine ballot placement of independent presidential candidates for the general election ballots.

Election Day Activities

Are there any restrictions on activities at the polling places on Election Day?

Rhode Island General Laws, Section 17-19-49 currently prohibits the display or distribution of any poster, paper, circular or document that would aid, injure or defeat any candidate for public office or any political party or any question on the ballot.

This law prohibits such display within the voting place or within fifty (50) feet of the entrance or entrances to the building in which voting is taking place at any primary or election.

Election officials, that is, wardens, moderators, clerks and bi-partisan supervisors, assigned to a polling place are also prohibited from displaying or wearing any political party button, badge or other device that is intended to aid, injure or defeat the candidacy of any person for public office or any question on the ballot or to intimidate or influence any voter.

The State Board of Elections has oversight of the conduct of elections at polling places and that office should be contacted if you have any specific questions as to what campaigning is allowed. Their contact information can be found on page 21.

Campaign Finance

For state and local candidates, Title 17, Chapter 25 of the Rhode Island General Laws entitled “Rhode Island Campaign Contributions and Expenditures Reporting” governs campaign finance.

The Campaign Finance Division of the State Board of Elections administers this chapter of the Rhode Island General Laws. The State Board of Elections also promulgates rules and regulations regarding campaign finance.

The Campaign Finance Division provides information relative to campaign finance reporting requirements as well as information on contribution and expenditure limits and restrictions relative to financing a campaign.

The Campaign Finance Division will also provide information regarding public financing of election campaigns of candidates for statewide general offices.

For further information regarding campaign finance, contact:

State Board of Elections

50 Branch Avenue

Providence, RI 02904

Phone: 401-222-2345

Fax: 401-222-4424

Email: campaign.finance@elections.ri.gov

Website: www.elections.ri.gov

Federal candidates running for office in Rhode Island should contact the Federal Election Commission for campaign finance requirements.

Federal Election Commission

Phone: 1-800-424-9530

Website: www.fec.gov

2016 Campaign Finance Calendar

Note: "NOTICE OF ORGANIZATION"

Any candidate for public office, as defined in §17-25-3, is required to file a "Notice of Organization" with the State Board of Elections prior to receiving any contributions or expending any money in the furtherance or aid of his/her candidacy or at the time of filing his/her Declaration of Candidacy, whichever occurs first. (Note: Persons who have a "Notice" on file with the State Board of Elections and who regularly file reports with the Board are required to file an amended "Notice" whenever there is a change to information therein contained.)

For further information regarding campaign finance requirements, contact:

State Board of Elections

50 Branch Avenue

Providence, Rhode Island 02904

Phone: 401-222-2345 - Fax: 401-222-4424

Email: campaign.finance@elections.ri.gov - Website: www.elections.ri.gov

February 1 (not later than) **POLITICAL PARTY COMMITTEES – TREASURER**

Designation of a campaign treasurer by each state and municipal committee of a political party. [§17-25-9]

March 1

ANNUAL REPORTS

Each state and municipal committee of a political party must file an annual report setting forth in the aggregate all contributions received and expenditures made during the previous calendar year. [§17-25-7(b)]

May 2

(For reporting period January 1, 2016 thru March 31, 2016)

QUARTERLY ONGOING REPORTS

Reports are due from candidates, political parties, and political action committees. [§17-25-11]

August 1

(For reporting period April 1, 2016 thru June 30, 2016)

QUARTERLY ONGOING REPORTS

Reports are due from candidates*, political parties, and political action committees.

* Candidates who file their "Notice of Organization" during the declaration period need not file this report. The first report of contributions received and expenditures incurred shall be due as follows:

› IF A CANDIDATE IN THE PRIMARY, the report for the period between the date of declaration and August 15, 2016, shall be due on August 16, 2016.

› IF NOT A CANDIDATE IN THE PRIMARY, the report for the period between the date of declaration and October 10, 2016, shall be due on October 11, 2016. [§17-25-11]

August 16

(For reporting period July 1, 2016 thru August 15, 2016)

PRE-PRIMARY REPORTS

Candidates, political parties, and political action committees that are participating in a primary must file reports 28 days prior to the party primaries. [§17-25-11(a)(2)]

September 6	<p>(For reporting period August 16, 2016 thru September 5, 2016)</p> <p>PRE-PRIMARY REPORTS</p> <p>Candidates, political parties, and political action committees that are participating in a primary must file reports 7 days prior to the party primaries. [§17-25-11(a)(2)]</p>
October 11	<p>PRE-ELECTION REPORTS</p> <p>Candidates, political parties, and political action committees that are participating in the election must file reports 28 days prior to the election.</p> <p>If the candidate, political party or political action committee:</p> <ul style="list-style-type: none"> › PARTICIPATED IN THE PRIMARY (Does not include unsuccessful primary candidates - See October 11, 2016) the reporting period is September 6, 2016 thru October 10, 2016. › DID NOT PARTICIPATE IN THE PRIMARY the reporting period is July 1, 2016 thru October 10, 2016. [§17-25-11(a)(2)]
October 11	<p>(For reporting period September 6, 2016 thru October 10, 2016)</p> <p>POST-PRIMARY REPORTS – UNSUCCESSFUL PRIMARY CANDIDATES</p> <p>All unsuccessful primary candidates must file reports 28 days after the primary. [§17-25-11(a)(3)]</p>
October 31	<p>(For reporting period July 1, 2016 thru September 30, 2016)</p> <p>QUARTERLY ONGOING REPORTS</p> <p>Reports are due from candidates, political parties and political action committees that are not participating in the September primary or November election. [§17-25-11]</p>
November 1	<p>(For reporting period October 11, 2016 thru October 31, 2016)</p> <p>PRE-ELECTION REPORTS</p> <p>Candidates, political parties, and political action committees that are participating in the election must file reports 7 days prior to the election. [§17-25-11(a)(2)]</p>
December 6	<p>(For reporting period November 1, 2016 thru December 5, 2016)</p> <p>POST-ELECTION REPORTS</p> <p>Candidates, political parties, and political action committees that participated in the election must file reports 28 days after the election. [§17-25-11(a)(3)]</p>
January 31, 2017	<p>QUARTERLY ONGOING REPORTS</p> <p>Reports are due from all candidates, political parties, and political action committees.</p> <p>If the candidate, political party or political action committee:</p> <ul style="list-style-type: none"> › PARTICIPATED IN THE NOVEMBER 8, 2016 ELECTION the reporting period is December 6, 2016 thru December 31, 2016. › WAS UNSUCCESSFUL IN THE PRIMARY the reporting period is October 11, 2016 thru December 31, 2016. › DID NOT PARTICIPATE IN A PRIMARY OR ELECTION the reporting period is October 1, 2016 thru December 31, 2016. [§17-25-11]

Ethics Commission Filing

All candidates for state or municipal elected office are REQUIRED to file a financial disclosure statement with the Rhode Island Ethics Commission, covering the prior calendar year. See R.I.G.L. § 36-14-16(c). This disclosure must be filed within thirty (30) days of the deadline for filing a Declaration of Candidacy. You may request an extension of time to file of no more than fifteen (15) days past the deadline, provided that you make the request to the Ethics Commission prior to the original filing deadline.

The Ethics Commission's financial disclosure form for candidates is different than, and in addition to, any campaign or candidate-related filings you may be required to make with the State Board of Elections, the Department of State, or your local Board of Canvassers.

Failure to file this form on time with the Ethics Commission is a violation of the law, and will lead to the imposition of a substantial fine.

The financial disclosure form requires the disclosure of, among other things, sources of income and assets, including those of a spouse and any dependent children. You generally do NOT have to disclose the amount of income you received or the value of your assets, although candidates for statewide general office do disclose ranges of income amounts. Candidates must also disclose business interests including those in entities that are regulated by, or do business with, the State of Rhode Island. Additionally, candidates must disclose the name and address of any person, business or organization (other than a credit card company or the holder of your residential mortgage) which is owed more than \$1,000 by the candidate, a spouse or dependent child.

How to File

Online: Forms may be completed and submitted online at www.ethics.ri.gov/. We strongly recommend online filing because it is simpler and faster than submitting a hard copy, and we will automatically email you a receipt and copy of your completed online form. To file online the first time you must contact the Ethics Commission (401-222-3790) to obtain a PIN# and I.D.

Hard Copy: If you do not wish to file online, you may obtain a hard copy of the financial disclosure form and file it via regular mail or hand delivery to the Ethics Commission office. To obtain a copy of the form contact the Ethics Commission.

Rhode Island Ethics Commission

40 Fountain Street

Providence, RI 02903

Email: ethics.email@ethics.ri.gov

Website: www.ethics.ri.gov

Phone: 401-222-3790

Local Boards of Canvassers

Contact Information

Barrington Town Hall
283 County Rd. 02806
247-1900 x4

Bristol Town Hall
10 Court St. 02809
253-7000

Burrillville Town Hall
105 Harrisville Main St.
Harrisville 02830
568-4300

Central Falls City Hall
580 Broad St. 02863
727-7450

Charlestown Town Hall
4540 South County Trl. 02813
364-1200

Coventry Town Hall
1670 Flat River Rd. 02816
822-9150

Cranston City Hall
869 Park Ave. 02910
780-3126

Cumberland Town Hall
45 Broad St. 02864
728-2400

East Greenwich Town Hall
125 Main St.
P.O. Box 111 02818
886-8603

East Providence City Hall
145 Taunton Ave. 02914
435-7502

Exeter Town Hall
675 Ten Rod Rd. 02822
294-2287

Foster Town Hall
181 Howard Hill Rd. 02825
392-9201

Glocester Town Hall
1145 Putnam Pike
P.O. Drawer B, Chepachet 02814
568-6206 x0

Hopkinton Town Hall
1 Town House Rd. 02833
377-7777

Jamestown Town Hall
93 Narragansett Ave. 02835
423-9804

Johnston Town Hall
1385 Hartford Ave. 02919
553-8856

Lincoln Town Hall
100 Old River Rd.
P.O. Box 100 02865
333-1140

Little Compton Town Hall
40 Commons
P.O. Box 226 02837
635-4400

Middletown Town Hall
350 East Main Rd. 02842
849-5540

Narragansett Town Hall
25 Fifth Ave. 02882
782-0625

Newport City Hall
43 Broadway 02840
845-5386

New Shoreham Town Hall
16 Old Town Rd.
P.O. Box 220 02807
466-3200

North Kingstown Town Hall
80 Boston Neck Rd. 02852
294-3331 x128

North Providence Town Hall
2000 Smith St. 02911
232-0900 x234

North Smithfield Municipal Annex
575 Smithfield Rd. 02896
767-2200

Pawtucket City Hall
137 Roosevelt Ave. 02860
722-1637

Portsmouth Town Hall
2200 East Main Rd. 02871
683-3157

Providence City Hall
25 Dorrance St. 02903
421-0495

Richmond Town Hall
5 Richmond Townhouse Rd.
Wyoming 02898
539-9000 x9

Scituate Town Hall
195 Danielson Pike
P.O. Box 328, N. Scituate 02857
647-7466

Smithfield Town Hall
64 Farnum Pike
Esmond 02917
233-1000 x112

South Kingstown Town Hall
180 High St.
Wakefield 02879
789-9331 x1231

Tiverton Town Hall
343 Highland Rd. 02878
625-6703

Warren Town Hall
514 Main St. 02885
245-7340 x4

Warwick City Hall
3275 Post Rd. 02886
738-2000

West Greenwich Town Hall
280 Victory Hwy. 02817
392-3800

West Warwick Town Hall
1170 Main St. 02893
822-9201

Westerly Town Hall
45 Broad St. 02891
348-2503

Woonsocket City Hall
169 Main St.
P.O. Box B 02895
767-9223

State Elections and Political Party Offices Contact Information

› Department of State

Elections Division

148 W. River St., Providence, RI 02904 401-222-2340

› State Board of Elections

50 Branch Ave., Providence, RI 02904 401-222-2345

› Rhode Island Democratic Party

200 Metro Center Blvd., Suite 1, Warwick, RI 02886 401-272-3367

› Moderate Party of Rhode Island

209 Yorktown Rd., North Kingstown, RI 02852 401-932-8364

› Rhode Island Republican Party

1800 Post Rd., Suite 17-I, Warwick, RI 02886 401-732-8282

United States Postal Service (USPS) Contact Information

The United States Postal Service provides extensive information to assist you with your political campaign mail on its website (www.usps.com/business/political-mail.htm). For mailpiece design assistance please contact the MDA Customer Service Help Desk at (855)-593-6093 or by email at MDA@usps.gov.

Department of State's Website

The following information concerning the 2016 election cycle will be found at: www.sos.ri.gov/elections

- › How to Register and Vote Guide - English & Spanish - Available soon
- › Declaration of Candidacy Form - Available soon
- › Political Party Endorsement Form - Available soon
- › Qualified Federal and State Candidates: Starting June 28, 2016, daily updates of federal and state candidates who filed and/or qualified for ballot placement
- › Qualified Local Candidates: Starting June 28, 2016, daily updates of local candidates who filed and/or qualified for ballot placement
- › Sample ballots
- › Find your polling place
- › Mail ballot applications - Available soon
- › Voter Referenda Handbook - Available September, 2016