

Little River Band of Ottawa Indians
Election Board
2608 Government Center Drive
Phone (231) 398-6709
ElectionBoard@LRBOI-NSN.GOV



DECLARATION OF CANDIDACY PACKET FOR CANDIDATES
FOR THE SPECIAL ELECTION:
December 12, 2022

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Declaration Packet Check List

(You must mark off each check point below and sign to be eligible for a completed candidate packet)

1. Copy of your Tribal ID. Must be current and up to date.	<input type="checkbox"/>
2. Copy of your Driver's License or State ID. Must be current and up to date.	<input type="checkbox"/>
4. Include 2 documents showing the candidates name and physical address such as utility bills/credit card or bank statements.	<input type="checkbox"/>
5. Initial and sign the Sworn Statement for the office you are running for.	<input type="checkbox"/>
6. Initial and sign the Acknowledgement for all Candidates.	<input type="checkbox"/>
7. Fill out, sign and date the Candidate Campaign Finance Report.	<input type="checkbox"/>
8. The Biography and Photograph must be included in the packet, if you so choose. If it is not included, it will be indicated that they were not submitted.	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>

***Lack of a signature and all points above checked off will result in an ineligible candidate packet. All packets must be returned with the checkpoints checked off and signature to be an approved packet. Your signature below indicates acknowledgement for this requirement. ***

Signature: _____

SPECIAL INSTRUCTIONS

Please keep for your records the Election Board Regulations, Declaration Packet Check List, Election Calendar of Important Dates, and Candidate Campaign Financial Report. **Please carefully read all documents.**

The Declaration Packet Checklist included in this packet must be filled out completely, signed and sent back with the packet no later than **12:00 pm October 8, 2022**. A missing checklist will result in an ineligible packet. *Packets can be sent early, and we will verify the packet is not missing something. If you are missing an item or leave out information, we will reach out to you via your email included in the packet to request the missing or incorrect item. However, an incomplete packet will be ineligible on October 8, 2022 by 12:00pm.*

All campaign spending limits are \$5,000.00. This is the maximum amount that may be spend by or on behalf of any Candidate in an Election for any office. This is also the spending limit for Recalls, Initiatives, and Referendums. This figure includes in-kind contributions. For more information please review Election Board Regulations, Chapter 6, Section 3.

The Election Board will review your Declaration of Candidacy Packet when you return it to ensure that all documents are included and filled out correctly. The Declaration of Candidacy Packet will be date stamped and a receipt will be sent to the email address included in your packet.

The requirements for the Candidate Campaign Financial Report can be found in the Election Board Regulations Chapter 6, Section 4-C and must be filled out and returned to the Election Board Office by email, mail or hand delivered by 12:00pm Saturday, October 8, 2022. **The Candidate Campaign Financial Report must have all receipts attached when submitted.** If you haven't spent anything please indicate that by putting "zeros" in the Candidate Expenditure section. This report will be date stamped on the day it's received.

****The Declaration of Candidacy Packet must be completed and returned to the Election Board by Saturday 12:00 pm October 8, 2022. Any late packets will be ineligible. Packets can be dropped off to the Election Board at the Membership meeting, or sent via email to the Election Board email address. Any mailed packets MUST be received no later than October 7, 2022 as we will not be able to receive mail on October 8, 2022.***

ELECTION CALENDAR OF IMPORTANT DATES

- **October 8, 2022 by 12:00 pm** Last day to submit Declaration of Candidacy Packets. All forms must be completed and submitted by this date. No late submissions shall be permitted.
- If the Tribal Member wishes to have their photograph and biography included on the Election Board LRBOI page or Election Board Facebook page, then he or she must include the photograph and biography in their Candidate packet. Anyone who does not submit a biography and photograph will have their name listed with an indication that the biography and photograph was not submitted.

October 10, 2022

Slate of Candidates to be certified.

October 12, 2022

Last day to withdraw Candidacy.

October 28, 2022

Ballots mailed out for Special Election.

November 21, 2022

Deadline to request Replacement Ballot.

November 25, 2022

Deadline for Election Disputes.

December 12, 2023

Ballots due and Special Election Day.

December 19, 2022

Deadline for Special Election recounts, challenges.

December 19, 2022

Deadline for Special Election campaign financial report.

Declaration of Candidacy Application

Please complete and submit this application with the Declaration of Candidacy Packet to the Election Board by 12:00 pm on October 8, 2022.

This address must match what is on file with Enrollment.

Please Print Clearly:

Last Name	First Name	M.I.	Tribal I.D. #
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Physical Address (where you live)	Date of Birth
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City	State	Zip
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Mailing Address (if you receive your mail at a different location)

City	State	Zip
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Contact phone number _____

Email address: _____

Your receipt of packet will be sent to this email address.

Please print your name below as you would like it to appear on the official ballot:

Name _____

I declare Candidacy for the following office:

_____Office of Election Board (2 seats)

Signature	Date
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SWORN STATEMENT BY THE CANDIDATE

For the Office of Election Board:

I, _____, am a member of the Little River Band of Ottawa Indians. Election Board Members who do not hold Elected Office, except for the office of Election Board, and are not running for any other office shall be eligible to run and serve as an Election Board Member. Election Board Members who choose to run for a different Elected Office must resign from the Election Board no later than the date the candidacy packets are available.

I, _____ swear or affirm that all information provided is true and accurate. _____ (initials)

Date: _____ Signature: _____

Acknowledgement for all Candidates

The following statements apply to all candidates for Election Board Office:

I have read and understand the regulations governing the election process.____(initials)

I understand that I may be removed as a candidate in the event that my candidate declaration or any of my required disclosures are found to contain a false statement.____(initials)

I understand that my candidacy shall be subject to ineligibility if it's found that I have exceeded the Campaign expenditure limit.____(initials)

I understand that my candidacy shall be subject to ineligibility and possible prosecution if it's found that campaign expenditures or contributions have been fraudulently reported. A candidate who knowingly submits false information on a Campaign Finance Report shall forfeit the election. The Election Board will refer any credible allegations of election fraud to law enforcement.____(initials)

I understand that my candidacy shall be subject to ineligibility if it's found that limits on campaign expenditures have been exceeded.____(initials)

I understand that all Declarations of Candidacy are a matter of Tribal records, which shall be kept on file with the Election Board.____(initials)

I understand that if I wish to withdraw my candidacy in this election I must do so by 5:00 pm October 12, 2022 via email to the electionboard@lrboi-nsn.gov email address. _____(initials)

Please print name here

Signature

Date

Candidate Campaign Finance Report

In accordance with Chapter 6 of the Election Board Regulations, the maximum amount that may be spent by or on behalf of any Candidate in an Election for any office is **\$5,000**.

Please complete and return this form to the Election Board no more than five (5) business days after the election is completed. **Please review regulations for compliance.**

I, _____ (Please Print Name) certify that the amounts for Candidate Contribution and Expenditure are correct to the best of my knowledge.

Signature of Candidate

Date

Candidate Expenditures

Date of Expenditure	Expenditure Detail	Amount of Contribution	Documentation Attached? Y or N

In Kind Contributions to Candidates

Date of Contribution	Person Making Contribution	Amount of Contribution	Documentation Attached? Y or N

If more space is needed, please use additional pages to complete your form and send them in.

Failure to File a Campaign Finance Report.

- No Candidate will be eligible to be sworn in and will not to be sworn in to elected office, until he or she has submitted a completed and accurate campaign finance report. This report is due within five (5) business days after Election.
- Any person who does not file a complete and accurate campaign finance report within thirty (30) days from the date of Election, will be contacted in writing by the Election Board. The Election Board will accept late campaign finance reports up to ninety (90) days following Election Day however, in no case will a candidate be sworn into office prior to receipt of a complete and accurate Campaign Finance Report. By the Election Board.
- After ninety (90) days, reports will be accepted but those Candidates will be out of compliance with these Regulations. Any Candidate, who does not comply with the reporting requirement will not be permitted to submit a Declaration of Candidacy or be certified as a Candidate in the next Regular or Special Election. This restriction will continue until reports are submitted.

Exceeding Campaign Spending Expenditure Limit.

- Candidate who exceeds a campaign spending limit shall be disqualified from elected office.

Accepting Banned Campaign Contributions.

- A Candidate who accepts any type of banned campaign contribution prohibited by Section 3(h) of this Chapter, shall be disqualified from elected office.

False information or fraud.

- A Candidate who submits false information on a campaign finance report shall be disqualified from elected office. The Election Board will refer all credible allegations of Election fraud to Tribal Law Enforcement.

BIOGRAPHY PAGE

If the Tribal Member or individual wishes to have their photograph and biography included in any Election Board or other Tribal Government sponsored informational materials concerning the Election, the Election Board LRBOI Website and Election Board Facebook page, then he or she must include the photograph and biography in their Candidate packet. There is a 250-word limit for the biography and must be included in the candidacy packet. **Anyone who does not submit a biography and photograph will have their name listed with an indication that the biography and photograph was not submitted.**

This must be turned in with the Candidacy Packet by 12:00 pm on **October 8, 2022**