



## CORPORATION OF THE TOWNSHIP OF ESQUIMALT

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Municipal Hall, 1229 Esquimalt Road, Victoria, B.C. V9A 3P1  
Telephone (250) 414-7100 Fax (250) 414-7111

### **CANDIDATE NOMINATION PACKAGE 2018**

1. Candidate Nomination Package, containing:
  - Instruction page including Completion Instructions
  - C1 – Candidate Cover Sheet and Checklist Form
  - C2 – Nomination Documents
  - C3 – Other Information Provided by Candidate
  - C4 – Appointment of Candidate Financial Agent
  - C5 – Appointment of Candidate Official Agent
  - C6 – Appointment of Candidate Scrutineer

**[NOTE:** Only one [1] scrutineer may be present during voting proceedings.  
Extra appointment forms are available on request.]
2. Statement of Disclosure (*Financial Disclosure Act*)
  - Please read the “*Financial Disclosure Act - Fact Sheet*” included with the Candidate Information Package.
3. Elector Organization Endorsement Package, containing:
  - Instruction page including Completion Instructions
  - E1 – Elector Organization Cover Sheet and Checklist Form
  - E2 – Elector Organization Endorsement Documents
  - E3 – Elector Organization Endorsement Documents: Declaration of Elector Organization Authorized Principal Official
  - E4 – Consent of Elector Organization Responsible Principal Official(s)
  - E5 – Other Information Provided by Elector Organization
  - E6 – Appointment of Elector Organization Financial Agent
4. Candidate Information Release Authorization

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IF YOU REQUIRE ASSISTANCE OR WOULD LIKE MORE INFORMATION ON THE NOMINATION PROCESS, THE ELECTION PROCESS, OR THE TOWNSHIP OF ESQUIMALT OPERATIONS IN GENERAL, PLEASE CONTACT:

**Anja Nurvo, Chief Election Officer, Ph: 250-414-7135 or**  
**Rachel Dumas, Deputy Chief Election Officer, Ph: 250-414-7157 or**  
**Email: [elections@esquimalt.ca](mailto:elections@esquimalt.ca)**

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### **NOMINATION PERIOD:**

**FROM TUESDAY, SEPTEMBER 4, 2018 at 9:00 AM**  
**TO FRIDAY, SEPTEMBER 14, 2018 at 4:00 PM**

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### **CANDIDATE INFORMATION PACKAGE 2018**

1. Notice of Nomination
2. Financial Disclosure Act – Fact Sheet (Ministry of Attorney General)
3. What Every Candidate Needs to Know, Local Elections in British Columbia 2018 (Ministry of Municipal Affairs and Housing)
4. Thinking About Running for Local Office? (Ministry of Municipal Affairs and Housing, UBCM, LGLA, LGMA)
5. Foundational Principles of Responsible Conduct for BC's Local Governments (Ministry of Municipal Affairs & Housing, UBCM and LGMA)
6. Local Elections in British Columbia 2018: General Local Elections 101 (Ministry of Municipal Affairs and Housing)
7. Candidate's Guide to Local Government Elections in B.C. 2018 (Ministry of Municipal Affairs and Housing)
8. Guide to Local Elections Campaign Financing in B.C. for Candidates and their Financial Agents (Elections BC)
9. Guide to Local Elections Campaign Financing in B.C. for Elector Organizations and their Financial Agents (Elections BC)
10. Site Map - Sign-Free Zone – 100 metre Radius (see Section 153(4) of LGA)
  - Municipal Hall (Advance Voting Wednesday October 10<sup>th</sup> and Wednesday October 17<sup>th</sup>)
  - Recreation Centre (General Voting Saturday October 20<sup>th</sup>)
11. Election Signs on Public Property Policy (Council Policy No. ADMIN-69)
12. Roles and Responsibilities Guidelines (Council Policy ADMIN-24)
13. Decision-Making Guidelines (Council Policy ADMIN-25)
14. Notice of Procedure for Determination of Order of Names on Ballot (By Lot)
15. Council Orientation - List of Meetings (Important Dates to Note)