

**BALLOT ACCESS CHECKLIST  
FOR 2021  
SCHOOL DISTRICT CANDIDATES**



Each of the following forms must be completed and filed on time by a candidate for School District office in order for the candidate's name to be placed on the ballot at the **February 16, 2021 Spring Primary** and the **April 6, 2021 Spring Election**.

The filing officer for School District offices is the School District Clerk. Candidates should contact their filing officer for further information or to obtain any of the necessary forms.

**All School District Candidates must:**

- Complete and Submit a Campaign Registration Statement (Form CF-1)** to the filing officer prior to raising or spending any funds, and no later than **5 p.m. on Tuesday, January 5, 2021**, or the candidate's name will not be placed on the ballot. If the form is faxed or emailed, the original document must follow postmarked no later than January 5, 2021. Wis. Stat. §§ 8.10(5), 8.21, 8.30(4), 120.06(6)(b), Wis. Admin. Code EL § 6.04.

- *New Candidates*

- File a campaign registration statement before campaign funds are collected or spent or before submitting nomination papers. Wis. Stat. §§ 11.0202(1)(a), 11.0101(1),

- *Continuing Candidates*

- Amend your current registration, including the office sought and the new election and primary dates. Wis. Stat. §§ 11.0202 (1)(a), 11.0101(1).

- Complete and Submit a Declaration of Candidacy (Form EL-162)** to the filing officer no later than **5 p.m. on Tuesday, January 5, 2021** or the candidate's name will not be placed on the ballot. If the form is faxed or emailed, the original document must follow, postmarked no later than January 5, 2021. Wis. Stat. §§ 8.10(5), 8.21, 8.30(4), Wis. Admin. Code EL § 6.04.

**If nomination papers are used, a school district candidate must also:**