



FLORIDA DEPARTMENT *of* STATE

CHARLIE CRIST
Governor

KURT S. BROWNING
Secretary of State

MEMORANDUM

TO: U.S. Senate and U.S. House of Representative Candidates

FROM: Kristi Reid Bronson, Chief *KRB*
Bureau of Election Records

DATE: March 22, 2010

SUBJECT: 2010 Federal Qualifying

Qualifying will be held from **Noon, April 26 – Noon, April 30, 2010**. Qualifying papers will be accepted in the Division of Elections beginning, April 12, 2010, 14 days prior to the first day of qualifying. **It is a candidate's responsibility to ensure that qualifying papers are timely received in this office and are complete.** All qualifying fees and paperwork must be received and complete by **noon, April 30, 2010**, for a candidate to be qualified. Our physical location and mailing address is:

**Division of Elections
R.A. Gray Building, Room 316
500 South Bronough Street
Tallahassee, Florida 32399-0250**

THINGS TO REMEMBER:

1. Current forms are available on the Division's website at: <http://elections.myflorida.com>. **Do not use old forms as required information has changed.**
2. Forms 27, 27A, and 27B require notarization. Review these documents carefully to ensure that they have been properly notarized.
3. Candidates may submit qualifying papers by hand delivery or mail. The Division does not accept qualifying papers via facsimile. **All documents must have original signatures.**

4. Qualifying fees must be paid by a properly executed check payable to the Department of State or Secretary of State and drawn upon the candidate's **campaign** account.
5. **Personal checks, cashiers' checks, cash and money orders are not accepted.**
6. Type or print your name the way you wish it to appear on the ballot under Oath of Candidate. A candidate's name as it is to appear on the ballot may not be changed after the end of qualifying.
7. Please provide a telephone number and email address on your Loyalty Oath where you can be reached during the day and after normal working hours. The Bureau will make every effort to contact you if there is a problem with your paperwork.
8. Once the word "**Qualified**" appears by your name, you have been properly qualified. To check your status, go to <http://elections.myflorida.com/candidate/canlist.asp>.
9. The qualifying fee cannot be returned to a candidate unless the candidate withdraws, in writing, before the close of qualifying. A fax withdrawal is acceptable. (FAX: 860-245-6260).

WHAT TO FILE:

Candidates Paying the Qualifying Fee

1. Federal Office Loyalty Oath (Form DS-DE 27 for partisan candidates or Form 27B for candidates with no party affiliation.)
2. Qualifying fee in an amount not less than the fee required as follows:

Party Affiliation Candidates: \$10,440 (6% of annual salary as of July 1, 2009).

No Party Affiliation Candidates: \$6,960 (4% of annual salary as of July 1, 2009).

Candidates Qualifying by Petition Method

1. Federal Office Loyalty Oath (Form DS-DE 27 for partisan candidates or Form 27B for candidates with no party affiliation.)
2. A copy of the notice of obtaining ballot position pursuant to Section 99.095, Florida Statutes.

Memorandum
March 22, 2010
Page Three

Write-in Candidates

Federal Office Loyalty Oath for Write-In Candidates (Form DS-DE 27A)

NOTE: At the time of qualifying, all write-in candidates must reside within the district represented by the office sought.

If you have any questions, please do not hesitate to call the Bureau of Election Records at 850-245-6240.

KRB/mah