

CHERRY HILLS VILLAGE  
COLORADO

2450 E. Quincy Avenue  
Cherry Hills Village, CO 80113  
www.cherryhillsvillage.com

Village Center  
Telephone 303-789-2541  
FAX 303-761-9386

**INSTRUCTIONS FOR PETITION CIRCULATORS**

1. All pages of a petition should be kept **stapled together** at all times.
2. **Petition circulators** must be residents of Colorado, US citizens, and at least 18 years of age.
3. A petition circulator must **personally observe** every person who signs the petition. (Petition cannot be left unattended.)
4. There can be only **one circulator** for each petition.
5. **Multiple petitions** may be circulated for a single candidate.
6. Candidates **can** sign their own petition.
7. **Use black ink.** Other colored inks can be difficult to read.
8. Nomination petitions may not be circulated before **Tuesday, August 9, 2022**. Any signatures before this date will not be counted.
9. Nomination petitions must be returned to the City Clerk by **Monday, August 29, 2022 at 4:30 p.m.** Petitions received after this time are not valid and will disqualify the candidate from the election.
10. To sign a petition, a resident must be a **registered elector** at their current address in Cherry Hills Village as shown by the records of the Arapahoe County Clerk and Recorder.
11. A resident can **sign only one petition for each separate office**. For example, only one petition for mayor may be signed, and one petition for councilmember for the district in which they reside may be signed.
12. Make certain that all required information is complete. **A signer must use the address where he/she is registered to vote, and use the name under which they are registered.**
13. **A post office is not a place of residence.** A physical address must be used.
14. If a small **correction** is made, the signer should initial the change. If a large correction is made, the signer should cross out the entire entry and proceed to the next line of the petition.

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15. No additional signatures can be added **once the petition is notarized**. If a candidate requires additional signatures after a petition is notarized, a new petition should be used.
16. The City Clerk's office encourages candidates to collect **more signatures than the minimum required**. This will help to ensure that enough signatures are collected even if some are invalid.
17. The City Clerk's office encourages candidates to **submit their petitions prior to the due date** (Monday August 29, 2022). This will give the candidate extra time to collect more signatures if the minimum number of valid signatures is not reached.