





# Virginia Petition of Qualified Voters Instructions

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| <b>Printing</b>   | <ul style="list-style-type: none"><li>• The Petition is a two sided document (front and back) that <b>must</b> be printed on <b>one</b> piece of 8 1/2" by 11" paper. The front of the petition contains line numbers 1 through 6; the back contains line numbers 7 through 12, followed by the Circulator Affidavit. <b>If the front and back are on two separate pieces of paper, the petition will <u>not</u> be accepted.</b></li><li>• This form is in color but may be printed in black and white or greyscale.</li><li>• This instruction page does not have to be printed/submitted.</li><li>• If you are unable to print or reproduce this form on one piece of 8 1/2" x 11" paper, call the Department of Elections at 800-552-9745 or 804-864-8901 and we will be glad to send you a form.</li></ul> |
| <b>Circulator</b> | <ul style="list-style-type: none"><li>• When an election district includes more than one county or city, it is suggested that you use a separate petition form for qualified voters in each county or city to facilitate the processing of the filing.</li><li>• The "Candidate Information" and "Petition Signer Statement" sections <b>must</b> be completed prior to obtaining signatures.</li><li>• You <b>must</b> complete the Circulator Affidavit. The Circulator Affidavit must be completed and signed <b>in front of</b> the Notary.</li></ul>   |
| <b>Submitting</b> | <ul style="list-style-type: none"><li>• When you submit this form to the appropriate entity, all signatures must be <b>originals</b>. Copies of signatures will not be accepted.</li><li>• Review the appropriate Candidate Bulletin (<a href="https://www.elections.virginia.gov/candidatepac-info/candidate-bulletins/">https://www.elections.virginia.gov/candidatepac-info/candidate-bulletins/</a>) to determine where and when to submit this form.</li><li>• The SBE-505/520 Declaration of Candidacy (<a href="https://www.elections.virginia.gov/candidatepac-info/candidate-forms/">https://www.elections.virginia.gov/candidatepac-info/candidate-forms/</a>) <b>must</b> be submitted before or with the <b>first</b> petition page submitted.</li></ul>  |

**Do Not Submit This Instruction Page With Completed Petition Pages.**