



MEMORANDUM

To: All Republican Candidates for State and Federal Offices

From: Carmen Foskey Bergman, Executive Director

Date: February 15, 2018

Re: State and Federal Candidate Qualifying March 5-9

Republican candidate qualifying for state and federal offices will be held beginning at 9:00 a.m. on Monday, March 5, 2018 and continuing until noon on Friday, March 9, 2018 in the State Capitol.

This memo lists important things that you need to know about the qualifying procedures for state and federal office. This memo is intended to be a helpful reference and guide, not an exhaustive summary of state law or the Party's rules. Each candidate is responsible for ensuring that he or she knows the applicable laws and rules for eligibility, qualifying, and holding public office.

Here are some instructions that will make qualifying a smooth process for you and the Party qualifying officials:

1. In accordance with state law, all state and federal candidates for a political party's nomination will qualify in the State Capitol. Qualifying for Republican candidates for state and federal office will take place in **Room 216 of the State Capitol**. Republican candidates for state or federal offices will not be qualified at any other location.
2. Qualifying begins at **9:00 a.m. on Monday, March 5** and ends at **NOON on Friday, March 9**. Daily operating hours will be 9:00 a.m. until 5:00 p.m. on Monday-Thursday. On Friday, qualifying begins at 9:00 a.m. and ends promptly at noon. In accordance with state law, no exceptions can be made, even for candidates who are only a minute late.
3. If you intend to have an appointed agent complete the qualification process on your behalf, please notify Carmen Foskey Bergman at the GAGOP at carmen@gagop.org **prior to qualifying week**. If qualifying by an agent, the agent must come to qualifying in person and must bring (a) a properly completed affidavit of candidacy, which has been signed by you before a notary public and is notarized, (b) the oath of allegiance required by Party Rules, which has also been signed by you before a notary public and is notarized, and (c) the qualifying fee in the form of a money order, a cashier's check, your campaign check, or your personal check made payable to "Georgia Republican Party, Inc." If the affidavit and oath are not fully completed, not signed, not notarized or not dated by you or the agent is unable to pay the fee by money order, cashier's check, your personal check, or a campaign

check, the Party **cannot** qualify you, so be sure your agent has the required, completed documents and payment in the correct amount and form. **We urge you to pay by money order or certified check because if a check is returned, you will be disqualified.**

4. If you plan to qualify in person (not through an agent), it is not necessary to complete the affidavit of candidacy or oath in advance. Instead, when you arrive at the Capitol to qualify, all required information will be collected from you and the affidavit will be completed electronically and printed for you to sign before a notary; the Party will provide the notary. At the bottom of this memo, you will find a list of all the information you will need in order to qualify. The oath will also be printed and ready for you to sign before the notary. You must also bring the qualifying fee in the form of a money order, a cashier's check, your campaign check, or your personal check made payable to the "Georgia Republican Party, Inc."
5. Please refer to the attached fee schedule for the amount of the qualifying fee for the particular state or federal office you are seeking.

For those qualifying in person, please come prepared with the following information:

- **A Government Issued photo I.D.**
- Full Name (your last name must match the last name on your voter registration)
- How you want your name to appear on the ballot – see the attached rule of the State Election Board regarding the appearance of the name on the ballot
- Residence Address (your street address – not a PO Box, although you may also list a PO Box if it is your mailing address)
- Precinct Name (as it appears on your voter card) **NOTE: Make sure your precinct has not changed. Many counties have redrawn precincts and the correct precinct name must be specified on the qualifying form.**
- Profession, business or occupation, if any
- Number of years you have resided in Georgia
- Number of years you have lived in your county
- Number of years you have lived in your district

In addition, if you wish to designate an email address, web site and/or a P.O. Box address or separate address for public posting on the Secretary of State's website list of candidates, please have that information ready at the time you qualify.

If you have any questions, please contact Carmen Foskey Bergman at the State Party at carmen@gagop.org. You may also call the Elections Division of the Office of the Secretary of State at (404) 656-2871 or visit www.sos.ga.gov/elections.

The Secretary of State's office has published a helpful qualifying guide which you can find at http://sos.ga.gov/index.php/elections/2018_qualifying_information_packet.

**QUALIFYING FEES FOR STATE AND FEDERAL
CANDIDATES FOR 2018 ELECTIONS
IN GEORGIA**

<u>Office</u>	<u>Salary</u>	<u>Qualifying Fee</u>
United States Senator	\$174,000.00	\$5,220.00
United States Representative	\$174,000.00	\$5,220.00
Governor	\$139,339.44	\$4,180.18
Lieutenant Governor	\$ 91,609.44	\$2,748.28
Secretary of State	\$123,636.68	\$3,709.10
Attorney General	\$139,169.04	\$4,175.07
State School Superintendent	\$123,270.00	\$3,698.10
Commissioner of Agriculture	\$121,556.64	\$3,646.70
Commissioner of Insurance	\$120,394.29	\$3,611.83
Commissioner of Labor	\$122,786.00	\$3,683.58
Public Service Commissioner	\$118,781.00	\$3,563.43
State Senator	-	\$ 400.00
State Representative	-	\$ 400.00
District Attorney	\$120,072.00	\$3,602.16
Justice of the Supreme Court	\$175,600.00	\$5,268.00
Court of Appeals Judges	\$174,500.00	\$5,235.00
Superior Court Judges	\$126,265.00	\$3,787.95