

ADDITIONAL INSTRUCTIONS FOR APPLICATION FOR PLACE ON BALLOT OR WRITE-IN CANDIDACY FOR CITY OF HOUSTON GENERAL ELECTION

Candidates are advised to **CAREFULLY READ THESE INSTRUCTIONS** and those on the back of the application to avoid rejection of the application:

1. The application consists of 12 separate items, identified by number.
2. Items 1, 2, 4, 7, 8, 10, 11, and 12 are **MANDATORY** and must be filled out completely to avoid rejection.
3. Item 1 is to identify the office the candidate is seeking. Offices open in this election include the following:

Mayor
City Controller
All District Council Members, Districts A through K
All At-Large Council Members, Positions 1 through 5

If an At-Large City Council position is sought the candidate must indicate "Council Member, At-Large", **AND THE POSITION NUMBER 1, 2, 3, 4, or 5.**

If a City Council District position is sought, the candidate must indicate "Council Member, District" **AND THE DISTRICT DESIGNATION, A, B, C, D, E, F, G, H, I, J, or K.**

4. Item 10 is to verify length of residency. Under the City Charter (Art. V, Sec. 4), a candidate must have resided in the City for at least 12 months preceding election day. A candidate seeking a District City Council position must have resided within the district for at least 12 months preceding election day.
5. Item 12 must be filled out properly by the person administering the oath.
6. In lieu of completing item 12 on the application for a place on the ballot or a declaration of write-in candidacy, candidates may submit an unsworn declaration. The unsworn declaration must be attached to the application for a place on the ballot or the declaration of write-in candidacy upon the filing of either document with the Mayor's office.
7. The City has included a sample application in this candidate packet.