



Dear Prospective Candidate:

Thank you for your interest in serving the citizens of the City of Glenarden.

The Board of Elections has worked diligently to prepare a package to provide helpful information and to meet the paperwork required by the Charter of the City of Glenarden (Article 7, Section 705) for candidates seeking nomination for the position of **Mayor or Councilmember**. Under this Article, the following items need to be submitted for your packet to be accepted by the Board of Elections:

- **Certificate of Candidacy**
  - Officially declares the office that the candidate is seeking.
- **Nomination by Petition**
  - A candidate must submit signatures from a minimum of 15 registered voters from the City of Glenarden.
  - All signatures will be validated against the Prince George's County Board of Elections list of registered voters.
  - The Board recommends securing more than the minimum to allow for disqualification of any unregistered voters.
- **Financial Disclosure Statement**
  - In accordance with Section 705 of the City Charter, all candidates seeking elective office shall file a financial disclosure statement with the Glenarden Ethics Commission.
- **Filing Fee**
  - In accordance with City Ordinance O-06-2010, a petition filing fee was established of \$25 for Mayoral and Councilmember applicants.
  - Payment is accepted in the form of check or money order made payable to: The City of Glenarden.

A completed packet should be returned in the enclosed envelope, (or self-provided envelope), to the Glenarden Municipal Center addressed to the Board of Elections before 5p.m. on Tuesday, March 30, 2021. You must email [elections@cityofglenarden.org](mailto:elections@cityofglenarden.org) to schedule an appointment to drop off your completed Candidate packet. Your signature



will be required when returning your Candidate packet. No packets will be accepted after 5pm on Tuesday, March 30, 2021.

Each candidate will be notified via telephone as soon as their application is certified. The Board of Elections will also provide a written confirmation via postal mail and email. Applicants for candidacy are reminded that campaigning activities and posting of literature is prohibited prior to being notified of certification as a candidate.

In addition to the required forms, the Board of Elections has included information that we feel will be helpful in your preparation for and as follow-up activities to the election. If additional information is required, please contact [Richard Arroyo-Montgomery](mailto:Richard.Arroyo-Montgomery@cityofglenarden.org) at [elections@cityofglenarden.org](mailto:elections@cityofglenarden.org).

Respectfully,

[Richard Arroyo-Montgomery](#)  
Supervisor, Board of Elections

9 Enclosures

1. Key Dates
2. City Ordinance O-06-2010
3. Certificate of Candidacy for Nominations
4. Nomination by Petition (2 copies)
5. Financial Disclosure Statement
6. Election Day Information
7. Challengers and Watchers Certification (included in Election Day Information file)
8. Report of Campaign and Election Contributions and Expenditures
9. 9 x 12 brown return envelope (if picking up package live)