Candidate Statement Formatting Sheet for Style 3 Statements

Your statement should fit within the space equal to what is provided below (3 1/2" wide x 4.75" long). Please use Microsoft Word and type the heading with the office title, name, age and occupation as shown below and a brief description of no more than 200 words, of the candidate’s education and qualifications, pursuant to the regulations and guidelines provided. Then print it on plain white paper and submit it (on paper and on a CD or via email) with your other documents.

___ Male    ___ Female
FOR (THE OFFICE OF)
NAME IN BOLD CAPS        Age: XX
Occupation:

This is a formatting guideline only.

The total text area shall not exceed 3.5 inches wide by 4.75 inches long and shall be printed on plain white paper.

It must be written using Microsoft Word.

Please submit a printed copy on plain white paper and on a CD or email the statement to the election official.

Note to Election Official: Please double check that the printed version and the electronic version match, then submit it via email it to your election consultant.

Your heading should look like this.

Start your statement here.

Please use Helvetica 8 pt type.

The statement should be formatted to fit in the white area to the left.

See the back side of the Candidate’s Statement Information Sheet for a sample of what your statement format should look like.

When you have completed your statement on the computer, print the statement and submit it with any additional sheet(s) required.

Please return the printed candidate statement, along with a CD (or email) of your statement, with the rest of the nomination documents, to the election official. (Check with your election official to see if they will accept an email version of your statement instead of being on a disk or CD).