



2023 QUALIFYING CHECKLIST FOR CITY OF TAMPA

Required Forms

- ☐ Appointment of Campaign Treasurer and Designation of Campaign Depository (DS-DE 9)
- ☐ Statement of Candidate (DS-DE 84)
- ☐ Candidate Loyalty Oath and Oath of Candidate
Note: Candidate's name will appear on the ballot as it is written on the "Loyalty Oath"
- ☐ Form 6 – Statement of Financial Interest (*available January 1, 2023*)
Note: Candidates must submit their 2022 Form 6 electronically and provide a copy of the form to our office
- ☐ Statement of Candidate 2023 City of Tampa Municipal Election

Qualifying Methods

- ☐ Qualifying Fee Amount
 - Mayor: \$10,539.30
 - City Council: \$3,123.75
- ☐ Campaign Check
- ☐ Signed by Treasurer or Deputy Treasurer

Note: Checks must be made payable to Hillsborough County Supervisor of Elections
or

- ☐ Certificate of Petition Qualifying

Note: Candidate must provide a copy of their qualifying certificate along with their qualifying documents.

Other Candidate Forms

- ☐ Acknowledgement of Receipt of Information
- ☐ Photo & Bio Guidelines
- ☐ Candidate Contact Information Sheet
- ☐ Vote By Mail Data Request Form



**APPOINTMENT OF CAMPAIGN TREASURER
AND DESIGNATION OF CAMPAIGN
DEPOSITORY FOR CANDIDATES**

(Section 106.021(1), F.S.)

(PLEASE PRINT OR TYPE)

NOTE: This form must be on file with the qualifying officer before opening the campaign account.

OFFICE USE ONLY

1. CHECK APPROPRIATE BOX(ES):

☐ Initial Filing of Form Re-filing to Change: ☐ Treasurer/Deputy ☐ Depository ☐ Office ☐ Party

2. Name of Candidate (in this order: First, Middle, Last)

3. Address (include post office box or street, city, state, zip code)

4. Telephone

5. E-mail address

()

6. Office sought (include district, circuit, group number)

7. If a candidate for a nonpartisan office, check if applicable:

☐ My intent is to run as a Write-In candidate.

8. If a candidate for a partisan office, check block and fill in name of party as applicable: My intent is to run as a

☐ Write-In ☐ No Party Affiliation ☐ _____ Party candidate.

9. I have appointed the following person to act as my ☐ Campaign Treasurer ☐ Deputy Treasurer

10. Name of Treasurer or Deputy Treasurer

11. Mailing Address

12. Telephone

()

13. City

14. County

15. State

16. Zip Code

17. E-mail address

18. I have designated the following bank as my ☐ Primary Depository ☐ Secondary Depository

19. Name of Bank

20. Address

21. City

22. County

23. State

24. Zip Code

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING FORM FOR APPOINTMENT OF CAMPAIGN TREASURER AND DESIGNATION OF CAMPAIGN DEPOSITORY AND THAT THE FACTS STATED IN IT ARE TRUE.

25. Date

26. Signature of Candidate

X

27. Treasurer's Acceptance of Appointment (fill in the blanks and check the appropriate block)

I, _____, do hereby accept the appointment
(Please Print or Type Name)

designated above as: ☐ Campaign Treasurer ☐ Deputy Treasurer.

X

Date

Signature of Campaign Treasurer or Deputy Treasurer

STATEMENT OF CANDIDATE

(Section 106.023, F.S.)

(Please print or type)

OFFICE USE ONLY

I, _____ ,

candidate for the office of _____ ;

have been provided access to read and understand the requirements of

Chapter 106, Florida Statutes.

X

Signature of Candidate

Date

Each candidate must file a statement with the qualifying officer within 10 days after the Appointment of Campaign Treasurer and Designation of Campaign Depository is filed. Willful failure to file this form is a first degree misdemeanor and a civil violation of the Campaign Financing Act which may result in a fine of up to \$1,000, (ss. 106.19(1)(c), 106.265(1), Florida Statutes).

CITY OF TAMPA

LOYALTY OATH

STATE OF FLORIDA

COUNTY OF HILLSBOROUGH

I, _____, a citizen of the State of Florida and of the United States of America, and a candidate of public office, do hereby solemnly swear or affirm that I will support the Constitution of the United States and of the State of Florida.

Signature of Candidate

OATH OF CANDIDATE

I, _____, reside at _____
in the City of Tampa, County of Hillsborough and the State of Florida; I am a resident and elector of the City of Tampa. I wish to be a candidate in the City of Tampa election to be held on **March 7, 2023**, for the office of _____; I am qualified under the Constitution and laws of the State of Florida and ordinances of the City of Tampa to hold the office of _____; I will have been a resident of the City of Tampa for one (1) year immediately preceding the commencement of the term of office; and, if a candidate for the Tampa City Council, a resident of the Tampa City Council District ____ for at least six months immediately preceding the commencement of the term of office; I have taken the oath required by ss. 876.05 – 876.10, Florida Statutes; I have qualified for no other public office in the state the term of which office, or any part thereof, runs concurrent to the office I seek; I have resigned from any office from which I am required to resign pursuant to s. 99.012, Florida Statutes.

Signature of Candidate

Address: _____

The above Loyalty Oath and the above Oath of Candidate are sworn to and subscribed before me by means of
☐ physical presence or ☐ online notarization, this _____ day of _____, 20____, at
_____ Hillsborough County Florida.

(Seal)

Notary Signature

OFFICE USE ONLY

**CANDIDATE STATEMENT
2023 CITY OF TAMPA
MUNICIPAL ELECTION**

I, _____ ,
understand that my name as entered on the "Loyalty Oath" is how my
name will appear on the ballot for the City of Tampa 2023 election.

X

Signature of Candidate

Date



ACKNOWLEDGEMENT OF RECEIPT OF INFORMATION

This is to acknowledge receipt of the following items:

- ____ 1.) Calendar of Reporting Dates
- ____ 2.) Notification of Logic and Accuracy Testing (For Municipal and Runoff Election)
- ____ 3.) Sign Information

I understand that I will receive the following information electronically, and that if I do not receive it within one business day, it is my responsibility to contact the office to let them know the information was not received.

- ____ 1.) Electronic Filing Login Name and Password
- ____ 2.) Campaign Finance User's Manual
- ____ 3.) City of Tampa City Charter
- ____ 4.) Candidate Treasurer Handbook
- ____ 5.) Florida Election Laws

Candidate's Signature

Print Candidate's Name

Date Signed





Craig Latimer
Supervisor of Elections

Our Vision: To be the best place in America to vote

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Candidate Contact Information

Name of Candidate: _____

Office Sought (include district/group number): _____

Address	
Phone Number	
Email Address	

***Alternative Contact**

Name	
Phone	
Email Address	

This information is for our internal use and will not be published on our website. However, please be aware that Florida has a very broad public records law. Written communications to or from the Supervisor of Elections are public records and are available to the public and media upon request unless the information is subject to a specific statutory exemption. Email addresses are also public records. If you do not want your email address released in response to a public records request, please contact us by mail or phone, or visit us in person.



REQUEST FORM FOR VOTE BY MAIL (ABSENTEE) DATA

Requestor Name: _____ Phone No.: _____

Street Address: _____

City: _____ State: _____ Zip: _____

E-mail Address: _____

(Where the login credentials will be sent)

Vote By Mail voter data for the _____ Election Cycle

Vote By Mail ballot request information is confidential and exempt from public disclosure under section 101.62(3), Florida Statutes, except to the following persons or entities who may obtain and use it for political purposes only:

1) Canvassing board, 2) Election official, 3) Political party or official thereof, 4) Registered political committees, 5) Candidate who has filed qualification papers and is opposed in an upcoming election, and 6) Voter (entitled only to access his or her own absentee ballot request information directly from Supervisor of Elections for county of residence).

For electronic access to Vote by Mail request information from the Supervisors of Elections, check the applicable authorization category and submit this completed form:

- ☐ **A candidate who has filed qualification papers and is opposed in an upcoming election**
- ☐ **Canvassing Board**
- ☐ **An Election Official**
- ☐ **Registered Political Committee**
- ☐ **A Political Party or Official Thereof**

I affirm that I am a person authorized by Section 101.62(3), Florida Statutes, to acquire Vote by Mail ballot request information.

Signature: _____ Date: _____

(Electronic signatures will not be accepted)

Mail completed form to:

Supervisor of Elections
Attn: Candidate Services
601 E. Kennedy Blvd., 16th Floor
Tampa, FL 33602

OR

Scan and return by email to:

Enjoli White at
ewhite@votehillsborough.gov

OR

Fax to:

(813) 272-7043
Attn: Candidate Services





GUIDELINES FOR CANDIDATE PHOTO & BIOGRAPHICAL INFORMATION

It is the desire of the Supervisor of Elections to make available as much information as possible to the voting public. Therefore, **VoteHillsborough.gov** will be used to provide certain candidate information to the public.

Information provided by the candidate is *optional*. Because this is a service provided by the Supervisor of Elections, the Supervisor reserves the right to edit the content or not release the information provided by the candidate. Information will not be posted to the website until the Supervisor of Elections receives this form signed.

The following information may be included in the candidate's posting for public view; however, the Supervisor of Elections reserves the right to edit all information submitted. Information must be factual. Subjective comments, political platforms/opinions, and attacks on entities/persons will not be accepted.

The Candidate may include a link to his/her Web site.

Personal Information ... tell us about your family, hobbies, special interests.

Education Background ... include any information related to your education from high school through college and graduate level, if applicable.

Professional Background ... list jobs you have held, or organizations in which you have held membership.

Community Activities/Involvement ... list service organizations in which you have held membership, or other community involvement.

Photo of Candidate ... upload a photograph of yourself; no pictures will be posted if family members, pets, place of employment or recreation, props, etc. are included. Candidates standing/sitting beside or in front of Flag(s) of the United States and/or State of Florida are acceptable.

Candidate's Name _____

Office Sought _____

Candidate's Signature _____ Date _____

*By electronically signing this document, I certify that I have read the above criteria to be used for posting information about my candidacy to **VoteHillsborough.gov** and agree to abide by the guidelines. I understand that the Supervisor of Elections has the right to edit all information submitted.*



2023 Calendar of Reporting Dates

For City of Tampa Candidates

2022 Reports

Cover Period	Report Code	Due Date
12/1/22 - 12/31/22	2022 M12	01/10/23

2023 Municipal Election Reports

Cover Period	Report Code	Due Date
1/1/23 - 2/3/23	2023 M1	2/10/23
2/4/23 - 2/17/23	2023 M2	2/24/23
2/18/23 - 3/2/23	2023 M3	3/3/23

2023 Runoff Reports

Cover Period	Report Code	Due Date
3/3/23 - 3/24/23	2023 R1	3/31/23
3/25/23 - 4/7/23	2023 R2	4/14/23
4/8/23 - 4/20/23	2023 R3	4/21/23

Termination Reports

Candidacy Ended:	Cover Period	Report Code	Due Date
January 20, 2023 (Qualifying)	1/1/23 - 4/20/23	QTR	4/20/23
March 7, 2023 (Municipal Election)	3/3/23 - 6/5/23	MTR	6/5/23
April 25, 2023 (Runoff Election)	4/21/23 - 7/24/23	RTR	7/24/23



Craig Latimer
Supervisor of Elections

Our Vision: To be the best place in America to vote

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December 15, 2022

City of Tampa Candidates,

In accordance with Section 101.5612, Florida Statutes, this is to inform you of the scheduled dates for the public testing of the voting and tabulation equipment for the 2023 City of Tampa Municipal elections.

The Hillsborough County Canvassing Board will meet to conduct logic and accuracy testing on the electronic voting and tabulation system that will be used to record and tabulate votes for Early Voting, Election Day voting, and Vote By Mail on the following dates:

- **Municipal Election Logic & Accuracy Testing** - February 17, 2022, at 11:00 a.m.
- **Runoff Election Logic & Accuracy Testing** - April 7, 2022, at 11:00 a.m.

The meetings will take place at the Robert L. Gilder Elections Service Center, located at 2514 North Falkenburg Road, Tampa, Florida, and are open to the public. The dates of these meetings are subject to change and any updates will be posted on our website, VoteHillsborough.gov.

If you have any questions or would like additional information, please contact Enjoli White at (813) 384-3944 or ewhite@votehillsborough.gov.

Sincerely,

Craig Latimer
Supervisor of Elections

VoteHillsborough.gov

Fred B. Karl County Center
601 E. Kennedy Blvd., 16th Floor, Tampa, FL 33602



(813) 744 - 5900

Robert L. Gilder Elections Service Center
2514 N. Falkenburg Rd., Tampa, FL 33619

See website for regional office locations.



Political Sign Contacts

Hillsborough County *Code Enforcement Department*

Joe Gross	(813) 274-6604	GrossJ@HillsboroughCounty.org
Kimberly King	(813) 276-8490	KingK@hillsboroughcounty.org

Sign Pick Up Location: Roger P Stewart Center - 3629 Queen Palm Drive, Tampa, FL 33619

City of Tampa *Department of Code Enforcement*

Eric Cotton	(813) 274-7510	
Susan Wenrick	(813) 274-5564	Susan.Wenrick@tampagov.net

City of Temple Terrace *Code Compliance Department*

Tom Borroni	(813) 506-6688	TBorroni@templeterrace.com
Tina Heacock	(813) 506-6688	

Sign Pick Up Location: City Hall - 11250 North 56th Street, Temple Terrace, FL 33617

City of Plant City *Planning & Zoning Department*

Julie Ham		
Mara Latorre	(813) 659-4200 ext. 4125	planning@plantcitygov.com
Marlene Sanchez		

To retrieve signs, contact Tina Barber, City Code Enforcement Manager, within 24 hours of removal.

*For more information about posting campaign signs, please reference the information sheets included in this document.





CITY OF TAMPA

Bob Buckhorn, Mayor

Department of Neighborhood Services

The City of Tampa has adopted regulations in Chapter 20.5, setting certain standards for political signs and their location within the City of Tampa. In addition, all permitted signs may contain non-commercial speech. The following excerpts from relevant sections of Chapter 20.5 are for reference only and the applicable provisions of Chapter 20.5 prevail if there is a conflict. More detailed information may be obtained from the Division of Code Enforcement at 274-5545.

TYPE OF SIGN	PERMITTED/ PROHIBITED	REQUIREMENTS	LEGAL ACTION
Signs in right of way	prohibited		Impoundment impound fee imposed
Political signs attached to utility poles, trees, fence posts or any other similar object on private property.	prohibited		*5 day notice
Political signs 8 sq.ft.	allowed	signs must not be larger than 8 sq. ft in size, maximum 6' height & must be located 5' from the property line.	*5 day notice
Window Signs	allowed	all signs must not exceed 25% of window area.	*5 day notice
Vehicles Signs	allowed	Vehicle's main use must be transportation	*5 day notice
Temporary Political Pennants & banners	permit needed	must be displayed no more than 30 days on building for that purpose only. Amount is dependent on location	*5 day notice
Illuminated Signs	permit needed	must meet all requirements and obtain an electrical permit from the Building Bureau. Cannot produce more than 1' candle of illumination 4' from the base of sign.	*5 day notice

For specific requirements, please review City of Tampa Sign Code (Chapter 20.5) at www.municode.com Code library or contact Construction Services Division at 274-3100.

*5 day notice – if not removed, impoundment-surcharge of up to \$175.00 plus the cost of removal by contractor, if appropriate.