

This document is a guide for all individuals seeking nomination as candidates for provincial office. It provides information on candidacy requirements, nomination documents and filing options.

## How to become a candidate

To become a candidate you must:

- Meet all of the qualifications for nomination
- File a complete nomination application with Elections BC
- Be issued a certificate of candidacy from Elections BC.

## Qualifications

To qualify for nomination as a candidate in a provincial election, you must:

- Be a Canadian citizen
- Be 18 years of age or older on Final Voting Day for the election
- Be a resident of British Columbia for the six months immediately before you become a candidate
- Not be disqualified under the *Election Act* or another law.

You can only run in one district at a time. Sitting judges of the Supreme Court or Court of Appeal and members of the House of Commons cannot run in provincial elections.

## Completing your nomination application

You can complete your nomination application online or complete a paper application. Both filing methods require the same items and are subject to the same requirements.

When your nomination application is accepted, your nomination documents will be available for public inspection until one year after the election. You can request to keep some of your information private.

## Completing an application using the Candidate Nominations Application System (CNAS)

Elections BC offers an electronic filing option for nominations using the Candidate Nominations Application System (CNAS). CNAS provides a convenient, self-serve, centralized method for filing nominations that can assess your nomination information and guide you through completing your application. You can use CNAS to:

- Complete your nomination documents and track your progress
- Pay your deposit online using a credit card
- Electronically sign your documents and request signatures from others

- Submit your nomination application for review at any time nominations are accepted
- Receive updates and feedback from Elections BC about your submission
- Make corrections and resubmit your nomination application after Elections BC review

CNAS is a web-based application accessed through the Elections BC Services portal. You can create an Elections BC Services account and connect to CNAS through your computer, tablet or mobile device at [Elections BC Services](#).

## Completing a paper application

You can also complete a paper application. Locations and times for filing paper applications vary depending on the nomination; see “Filing your nomination” below. A complete set of forms is available on the [Elections BC website](#).

A complete nomination application must include:

- Provincial Candidate Nomination Application (320)
- Statement of Disclosure
- Nominator Signatures
- Appointment of Auditor (321)
- Appointment of Financial Agent (325)
- \$250 nomination deposit

A complete nomination application may include:

- Privacy Policy Template for Candidates (00154)
- Appointment of Deputy Financial Agent (326)
- Appointment of Official Agent (327)

Refer to each of these forms for information on their use.

It is your responsibility under the *Election Act* to ensure that your nomination documents are complete. **If your nomination is incomplete at the end of the legislated filing period, you will forfeit any nomination documents and deposits that you have submitted.**

## Nominators

Your nomination application must include signed declarations from at least 75 qualified nominators in the electoral district where you are seeking election. To qualify, a nominator must:

- Be a Canadian citizen
- Be at least 18 years of age
- Be a resident of the electoral district
- Be a resident of BC for the six months immediately before becoming a nominator
- Provide their residential address (Elections BC will obscure this information at the nominator's request)

A nominator must not:

- Be disqualified from voting
- Nominate more than one candidate in an election

Nominators do not have to be registered voters, but they must be eligible to vote in their electoral district. Elections BC strongly recommends choosing registered voters as nominators to ensure that they meet the qualifications.

**Nominators must provide their residential address. A business address or PO Box is not acceptable. A signed declaration that does not include a residential address is not valid.**

## Political party endorsement

If you are representing a registered political party, you must indicate the party's name in your nomination documents. The party must file a written endorsement with the Chief Electoral Officer or District Electoral Officer before the end of the nomination period for your party affiliation to appear on the ballot.

## Paying your nomination deposit

All nominations must include a \$250 deposit payable to the Minister of Finance to be complete. You can pay the deposit using any of these methods:

- Credit card when filing online using CNAS
- Cash
- Certified cheque
- Money order
- Traveller's cheque

Elections BC will return your deposit if your financial agent files your required election financing report within 90 days after Final Voting Day.

## **Filing your nomination**

You can file your nomination online with CNAS, or file a paper application with the Chief Electoral Officer or District Electoral Officer. When, how and with whom you file your nomination depends on the type of election and your date of filing.

Review your filing options carefully. It is your responsibility to file your nomination with the correct authority.

### **Filing online with CNAS**

#### **WHEN:**

You can file online with CNAS at any time until the end of the nomination period for an election.

For by-elections and scheduled (fixed date) general elections, file with CNAS before 1 p.m. (Pacific time) on the seventh day after the election is called.

For an unscheduled general election, file with CNAS before 1 p.m. (Pacific time) on the 11th day after the election is called.

#### **HOW:**

You can access CNAS through your computer, tablet or mobile device by creating an Elections BC Services account at [Elections BC Services](#).

All CNAS applications are submitted online. You can also include printed or scanned attachments as part of your CNAS application.

### **Filing with the Chief Electoral Officer (CEO)**

#### **WHEN:**

For a scheduled (fixed date) general election, file with the CEO any time before 4:30 p.m. (Pacific time) on the day before the election is called.

For a by-election, file with the CEO any time before 4:30 p.m. (Pacific time) on the second day after the election is called.

For an unscheduled general election, file with the CEO any time before 4:30 p.m. (Pacific time) on the second day after the election is called.

## HOW:

By in-person delivery or courier:

Elections BC Headquarters  
#100 – 1112 Fort Street  
Victoria, BC V8V 3K8

By mail:

Elections BC Headquarters  
PO Box 9275 Stn Prov Govt  
Victoria, BC V8W 9J6

By email:

[EBCNominations@elections.bc.ca](mailto:EBCNominations@elections.bc.ca)

You can also file your nomination, including your nomination deposit, at a Service BC location for forwarding to Elections BC. Call Service BC in advance at 1-800-663-7867 to find out which location(s) will accept payments.

If you are sending your nomination by mail, courier, or from a Service BC location, you must ensure there is sufficient time for the CEO to receive your nomination documents and deposit before the appropriate time listed above. A postmark is not proof of delivery.

## Filing with the District Electoral Officer (DEO)

### WHEN:

For a scheduled (fixed date) general election, file with the DEO from the time the election is called until 1 p.m. (Pacific time) on the seventh day after the election is called.

For a by-election, file with the DEO from 9 a.m. (Pacific time) on the third day after the election is called until 1 p.m. (Pacific time) on the seventh day after the election is called.

For an unscheduled general election, file with the DEO from 9 a.m. (Pacific time) on the third day after the election is called until 1 p.m. (Pacific time) on the 11th day after the election is called.

NOTE: If the start or end date for filing with the DEO falls on a weekend or holiday, the date becomes the next day that is not a weekend or holiday.

## HOW:

By in-person delivery, courier or mail to the district electoral office in the electoral district where you are seeking election. District electoral office locations are listed on the Elections BC website when the election is called.

You must file at the district electoral office during its regular office hours. Your DEO may allow you to file at other times and places during the nomination period.

## Becoming a candidate

After you file, Elections BC will review your nomination. You may need to provide additional information or make corrections to your nomination documents before you receive your certificate of candidacy. You can submit a revised nomination until the filing deadline. Elections BC must approve your nomination documents before you can become a candidate.

### Changes to nomination documents after filing

If there are changes to your nomination documents after acceptance, the CEO or DEO may amend them based on information you provide in a written request. Amendments can only be in relation to matters of fact that have changed since the time of filing.

### Receiving your certificate of candidacy

You do not become a candidate until the CEO or DEO issues your certificate of candidacy. **You cannot issue income tax receipts for any contributions you receive until the CEO or DEO issues your certificate of candidacy.**

If you file with CNAS or the CEO before an election is called, the CEO will issue your certificate of candidacy and you will become a candidate after the election is called.

If you file with CNAS or the DEO after an election is called, the DEO will issue your certificate of candidacy and you will become a candidate as soon as possible after your nomination documents are approved.