THIRD QUARTER, 2019
VACANCY NOTICE
NOMINATION AND ELECTION PROCEDURE
SPECIAL ELECTION FOR EXECUTIVE BOARD SEAT #235

The following information is supplement to the complete “Election and Campaign Rules for Special Elections,” copies of which are available at PEF Regional Offices.

- The Term of office will be until **July 31, 2021**.
- In order to be nominated for this office a person must have been a regular PEF member since **October 26, 2018**.
- 58 original signatures of regular PEF members of that constituency are necessary for a member to be nominated. This is a 10% constitutional requirement.
- Nominating petitions will be available in the PEF Regional Offices on **July 10, 2019**.
- A member may sign **only one candidate’s petition**.
- Photocopies of the official form may be used to gather signatures, but only forms containing **original signatures** will be acceptable. All nominating petitions will require the complete printed Name, complete Signature and Member Petition Identification Number of the members signing. This includes the petition circulator. Nominee information must be complete.
- The printed Name and Member Petition Identification Number must be legible for the signature to be valid. The Member Petition ID# consists of “Up to the first four letters of your first name and, up to the first four letters of your last name EXACTLY AS PRINTED ON YOUR PAYCHECK, and the five digits of your zip code.”
- Any petition, which does not include the **legibly** complete certification statement, signed by the circulator, will be ruled invalid.
- Only regular PEF members shall be eligible to sign nominating petitions, with **June 17, 2019**, as the cutoff date for membership.
- Nominating petitions **Must** be **received** by the Special Elections Committee by **5:00 PM, July 31, 2019**,
  If sending by mail: **Divisions Elections Department, PEF Special Elections Committee, P.O. Box 12414, Albany, New York 12212-2414**.
- **It is the candidate’s responsibility to make sure nominating petitions are submitted or sent to the Elections Committee.**
- Petitions may be mailed, faxed, scanned or emailed to PEF Headquarters or hand delivered to any appropriate PEF Regional office. Hand delivered petitions shall be faxed by the Regional Office to PEF Headquarters. **Petitions emailed or faxed by candidates must be postmarked or fax dated by the petitioning deadline and subsequently mailed to and received by PEF Headquarters within 7 days of the deadline for the petitioning period.**
- Petitions may be returned by certified mail, return receipt requested, although this is not required. Certified mail sometimes takes longer than regular mail. Postal failures or inadequacies are a matter between you and your post office, not the Special Elections Committee. PEF will send each nominee a notice of receipt. **Petitions may be faxed to PEF Headquarters at 518-935-9679 or emailed to SpecialElections@pef.org, and then the original petitions received in hand within 7 days of the deadline.**
- Candidates can request constituency mailing labels at their own expense. By calling PEF (800)342-4306 ext. 337 Special Elections Committee for details.
- If there is an election, ballots will be mailed on **August 21, 2019** by AAA and must be returned to the address listed on the return envelope no later than **5:00 PM, September 12, 2019** Return in this case means, in hand, not date mailed or postmarked. Ballots will be counted on **September 13, 2019** at the American Arbitration Office in NYC starting at 10AM.
- Only regular PEF members shall be eligible to vote, with **July 31, 2019**, as the cutoff date for membership.
- **If an eligible voter has not received a ballot by August 28, 2019 call AAA at (800)529-5218 (NYC) for a duplicate ballot (do not call prior to that date).**
- Any complaints concerning the conduct of these elections must be submitted on an Election Grievance Form to the Special Elections Committee at PEF Headquarters. All complaints must be filed no later than 30 calendar days following the ballot count (or the end of nominations when balloting is not necessary). Grievance forms and/or a full copy of the appeals procedure may be obtained by contacting PEF Headquarters.
The Member Petition ID is up to the first four letters of the first name and up to the first four letters of the last name as printed on the paycheck; and the home zip code.

Nominee Member Petition ID  First Name | Last Name | Home Zip Code

Name (Print): __________________________________________________________

Home Address: __________________________________________________________

City __________________________ State __________ Zip Code ________________

Home Ph# _____________________ Work Ph# ____________________________ Cell Ph#__________

Email (personal or PEF, not work) __________________________________________

Division #: __________ Agency Code # __________________________

Incomplete Petitions will be invalidated.

IMPORTANT NOTICE to the members signing this petition: You must print your "Member Petition ID": along with your printed name and signature to complete this petition for your signature to be valid. The member Petition ID# consists of up to the first four letters of your first name and up to the first four letters of your last name EXACTLY AS PRINTED ON YOUR PAYCHECK and the five numbers of your home zip code. FOR EXAMPLE — JOSEPH SMITH = J O S E | S M I T | 9 9 8 8 7

Members signing petitions can only sign a petition once per office. Candidates may sign their own petition. Circulators must be PEF members and sign and complete the bottom of the petition form. Only PEF members may sign petitions. **Original Signatures Only**

We the undersigned PEF members endorse the above named nominee

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<th>FIRST FOUR FIRST NAME</th>
<th>FIRST FOUR LAST NAME</th>
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<td>EXAMPLE</td>
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Failure to sign /complete the following statement will render the entire petition invalid. **I certify that, 1) I am a member of PEF; 2) I personally circulated this petition; and 3) to the best of my knowledge, all the above are PEF members eligible to sign petitions for the above office.**

<table>
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<tr>
<th>PRINT FULL NAME</th>
<th>SIGNATURE</th>
<th>FirstName</th>
<th>LastName</th>
<th>Zip Code</th>
<th>Date</th>
</tr>
</thead>
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Petitions must be received by 5:00pm July 31, 2019.