



# Libertarian Party of Indiana

## Quick Guide

### **2010 Ballot Vacancy Appointment Procedure:**

1. Notify LPIN HQ at [lpinhq@lpin.org](mailto:lpinhq@lpin.org) that you intend to fill a vacancy.
2. Have the Candidate fill out a candidate application found on the resources page, and copy LPIN HQ with that document. (Helps ensure proper information is put up on LPIN website and smooth communication.)
3. **BY JUNE 20<sup>th</sup> (Noon)**: State law requires that we notify the Indiana Election Division and/or the County Clerk 10 days before we actually turn in paperwork that we'll be filling that vacancy. Your affiliated county can give written notification today to your county clerk for all vacant spots. The State Party must notify a county clerk in a county that has no Libertarian Party. The State Party has turned in its intention to fill all vacancies for State-level and Federal offices to the Indiana election division. We listed every possible vacancy. Ask Chris Spangle for the specific date that a candidate can turn in their CFA-1. You MUST turn in this document in person. It cannot be emailed or faxed. It's state law.
4. **By JUNE 30<sup>th</sup> (Noon)**: After the 10 day notification cool off period has passed, a candidate can then turn in their CFA-1 Statement of Organization. They must also study the Campaign Finance Manual for any CFA-4 Financial Reporting requirements. The form for candidate certification for Libertarians is the CAN-23 for Federal, Statewide, State legislative, judges, and county prosecutors is the form that is turned in to the IED and/or County Clerk. The CAN-22 is used to certify all other county, town, city, and township races. **IGNORE THE JULY 6 DEADLINE! TURN IN ALL CAN-22, CAN-23, and CFA-1 forms by this date!** Please mark somewhere on the sheet that this is a vacancy appointment.  
**For Legislative Candidates, there is an extra step called the Statement of Economic Interest, and they must contact Chris Spangle ASAP.** This form must be turned in with the CAN-23.
5. **BY JULY 15<sup>th</sup> (Noon)**: If a candidate was nominated at county convention or State convention, the State chair and County chair have until July 15<sup>th</sup> to turn in CAN-23 and CAN-22 candidate certifications. Please mark somewhere on the sheet that this is a convention candidate.

Our advice is to have ALL forms turned in by June 30<sup>th</sup>, and be done with it.