

June 17, 2025 Primary Local Office Party Candidate Ballot Access Quick Look One Pager



★ VIRGINIA ★
DEPARTMENT
of ELECTIONS

Additional information can be found in the candidate bulletin: https://www.elections.virginia.gov/media/candidatesandpacs/2025-candidate-bulletins/2025-11-04_Gen_Bulletin_Local_rev_12-5-2024.pdf.

- A. File the following documents with your **local General Registrar** between **1/2/25** and **5:00 pm 4/3/25**.
(Find your General Registrar: <https://vote.elections.virginia.gov/VoterInformation/PublicContactLookup>)
**May be postmarked by 4/3/25 deadline if mailed registered or certified USPS mail. Be prepared to provide a copy of the receipt on 4/3/25.*
- 1. Certificate of Candidate Qualification**
https://www.elections.virginia.gov/media/formswarehouse/campaign-finance/2018/candidates/SBE_501_4-rev7-18.pdf
 - 2. Statement of Economic Interests***
http://ethics.dls.virginia.gov/SLSOEI_Fillable_FINAL_July2022.pdf
**Not required for incumbents or counties, cities, or towns with a population of 3,500 or less.*
- B. File your **primary filing fee*** with your local **Treasurer or Director of Finance** between **1/2/25** and **5:00 pm 4/3/25**.
**Contact your local Treasurer or Director of Finance for the fee amount.*
- C. File the following documents with your **Political Party Local Chair** between **noon 3/17/25** and **5:00 pm 4/3/25**.
**All of these documents must be filed at the same time.*
- 1. Receipt for Primary Filing Fee**
 - 2. Declaration of Candidacy**
[https://www.elections.virginia.gov/media/formswarehouse/ballot-access-candidate-qualification/sbe-505-520-declaration-of-candidacy/ELECT-505-520-Declaration-of-Candidacy-\(Rev-7-1-24\).pdf](https://www.elections.virginia.gov/media/formswarehouse/ballot-access-candidate-qualification/sbe-505-520-declaration-of-candidacy/ELECT-505-520-Declaration-of-Candidacy-(Rev-7-1-24).pdf)
 - 3. Petitions of Qualified Voters***
[https://www.elections.virginia.gov/media/formswarehouse/ballot-access-candidate-qualification/sbe-506-521-petition-of-qualified-voters/ELECT-506-521-Petition-of-Qualified-Voters-letter-size-\(rev-5-8-24\).pdf](https://www.elections.virginia.gov/media/formswarehouse/ballot-access-candidate-qualification/sbe-506-521-petition-of-qualified-voters/ELECT-506-521-Petition-of-Qualified-Voters-letter-size-(rev-5-8-24).pdf)
Effective July 1, 2024 (SB165) candidates may begin collecting petition signatures on **January first of the year in which the election is held.*
**Signature Requirement: Outlined in the Candidate Bulletin or ask your local General Registrar how many signatures are required for the specific office you are seeking election.*
**Find more information on petitions in Virginia Administrative Code 1VAC20-50-20:
<https://law.lis.virginia.gov/admincode/title1/agency20/chapter50/section20/>*

While **not** part of ballot access, you do need to also ensure you comply with all campaign finance requirements. Contact your local General Registrar with questions or visit ELECT's website: <https://www.elections.virginia.gov/candidatepac-info/campaign-finance/>.

Candidate Flow Chart

