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**Subject:** Candidate Filing Cooperation Agreement  
**Date:** Monday, October 3, 2022 9:04:38 AM  
**Attachments:** [Cooperation Agreement Letter.pdf](#)  
[Sample Cooperation Agreement.pdf](#)

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Dear Authorized Election Official,

In 2016, the St. Louis County Board of Election Commissioners voted to establish a process through which municipalities and other special districts may enter into a cooperation agreement with the Election Board to conduct candidate filing. In recent years, several St. Louis County municipalities and special districts have encountered challenges surrounding candidate filing. Issues that have arisen in recent years include, but are not limited to, inconsistent office hours during the filing period, arguments and confusion over ballot placement, and the failure to post the statutorily required notice of filing. These issues often lead to costly litigation and delays for the Election Board and the entities involved.

The issues described above are certainly not unique to St. Louis County. As a result, the election authorities of several counties across Missouri have begun entering into filing agreements with various cities and special districts. These filing agreements are voluntary arrangements and no city or special district is required to enter into one. If, however, your city or special district has encountered challenges with candidate filing, this agreement may be of mutual benefit.

A sample cooperation agreement is included with this email. Important points to know about this agreement include:

- All candidates will file their declarations at the Election Board rather than the city or district office – no filing fees will be collected at our office.
- For the first day of filing a lottery will be conducted to determine ballot placement.
- The Election Board will make notice of the filing period per 115.127.5.
- The agreement may be made for one election or multiple elections.
- The agreement must be adopted by ordinance or resolution of the city or special district.
- The agreement must be executed at least three weeks prior to the opening of filing (for the April 4th, 2023 election, this would be November 15th, 2022).

Please do not hesitate to contact us should you have any questions.

Thank you,

**Hannah Talley**

Administrative Assistant

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