

**COOPERATION AGREEMENT
BETWEEN THE ST. LOUIS COUNTY BOARD OF ELECTION COMMISSIONERS
AND _____**

THIS AGREEMENT, is made and entered into this ____ day of _____, 20__ between the St. Louis County Board of Election Commissioners (the “BOARD”), a public entity established and existing pursuant to Section 115.017 RSMo, and _____, a Local Government Entity (“ENTITY”) established pursuant to the statutes of the State of Missouri.

WHEREAS, the BOARD and the ENTITY wish to enter into a Cooperation Agreement to allow the ENTITY to transfer certain responsibilities relating to candidate filings in elections.

NOW WHEREFORE, the parties hereby agree as follows:

1. **OBLIGATIONS OF THE ENTITY**: In order to effectuate this agreement, the ENTITY will do the following:

- a. Pass a resolution or ordinance authorized by all parties necessary to create a binding obligation of the ENTITY which requests and authorizes the BOARD to process candidate filings beginning with the _____ election and ending with the _____ election.
- b. Execute this AGREEMENT by and through its authorized representatives at least three (3) weeks prior to the first day of candidate filings in the _____ election.
- c. Reimburse the BOARD for the cost of publication as provided in Section 2.0 below. Publication expenses will be billed to the ENTITY pursuant to Section 115.065.1 RSMo.

2. **OBLIGATIONS OF THE BOARD**: The BOARD will cause notice of all elections pursuant to Section 115.127.5 RSMo. The ENTITY may designate which publications to be used by the BOARD at the time of execution of this agreement. Failure to so designate will permit the BOARD to choose the publications to be used.

3. **Filing Deadlines**: The BOARD will accept filings pursuant to state law and will define the filing period and hours of filing pursuant to the election laws.

4. **Final Ballot**: At the close of filing, the BOARD will provide a list of declared candidates and their ballot order as determined by lottery to the municipal clerk, secretary or other official designated to receive such information. At that point, the responsible official is required to prepare and to file the certificate of election pursuant to the statutory deadlines provided by Missouri law.

NOW WHEREFORE, the parties agree to and adopt the terms of this COOPERATION AGREEMENT between the ST. LOUIS COUNTY BOARD OF ELECTION COMMISSIONERS and the ENTITY. The ENTITY warrants and declares that the persons signing on its behalf have been duly authorized by the legislative body of the ENTITY and conforms to the ordinances of the ENTITY.

ST. LOUIS COUNTY BOARD
OF ELECTION COMMISSIONERS

ENTITY: _____

BY: _____
Director of Elections

Official

Attest: _____
Title

DATE: _____
