

## **Municipal Recall Election Guidelines Timeline For All Municipalities**

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| Voters submit petition for recall      | 15% of active registered voters of the municipality at last general election (petition found in Admin. Rule 5:02:08:17)   |
| Set election date                      | Within 10 days after petition filing. Not less than 30 or more than 50 days on a Tuesday. If a petition is filed on or after January first prior to the annual municipal election and within sufficient time to comply with the provisions of § 9-13-14, the question of a successor shall be submitted at that annual election. (SDCL 9-13-31) |
| Nominating petition circulation begins | 40 days before election   |
| Filing deadline                        | 20 days before election   |
| Notice of vacancy                      | Publish twice – once the week circulation begins and again the following week (vacancy notice in Admin. Rule 5:02:04:10)  |
| Notice of recall election              | Once each week for 2 consecutive weeks. First notice not less than 10 days before the election. Second notice the week before the election and include facsimile ballot. (Notice found in Admin. Rule 5:02:04:11)   |
| Registration deadline notice           | Once each week for 2 consecutive weeks. Last notice 10-15 days before registration deadline. (Notice found in Admin. Rule 5:02:04:04)   |
| Registration deadline                  | 15 days before election (SDCL 12-4-5)   |
| Absentee ballots                       | Absentee ballots must be available no later than fifteen days prior to the election (SDCL 9-13-21)  |
| Ballot format                          | Use ballot format as set out in Admin. Rule 5:02:06:12  |