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# 2023 Initiative and Referendum Guide

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[www.azsos.gov](http://www.azsos.gov)



1700 W Washington St, Phoenix, AZ 85007



1-877-THE-VOTE (843-8683)



### **ABOUT THIS PUBLICATION**

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The Office cannot offer legal advice or otherwise offer recommendations on information in this publication.

The Office advises consultation with an attorney in such cases.

### **CONTACT US**

Mailing address for all correspondence or filings:

Office of the Secretary of State

Attention: Election Services Division

1700 W. Washington St., FL 7

Phoenix, AZ 85007-2808

Telephone: (602) 542-8683

Fax: (602) 542-6172

[www.azsos.gov](http://www.azsos.gov)

# Table of Contents

<b>I. INTRODUCTION .....</b>	<b>3</b>
<b>A. OVERVIEW OF INITIATIVES .....</b>	<b>3</b>
<b>B. OVERVIEW OF REFERENDUM.....</b>	<b>3</b>
<b>C. CALCULATING MINIMUM SIGNATURE REQUIREMENTS.....</b>	<b>4</b>
<b>II. IMPORTANT DATES.....</b>	<b>5</b>
<b>III. STEPS TO FILE AN INITIATIVE OR REFERENDUM.....</b>	<b>7</b>
<b>A. COMMITTEE FORMATION REQUIREMENTS.....</b>	<b>7</b>
<b>B. APPLICATION FOR SERIAL NUMBER .....</b>	<b>8</b>
<b>C. PRINTING PETITIONS GUIDELINES .....</b>	<b>9</b>
<b>D. SIGNATURE GATHERING BASIC REQUIREMENTS.....</b>	<b>10</b>
<b>E. FILING PROCEDURE AND DEADLINES.....</b>	<b>10</b>
<b>IV. SECRETARY OF STATE PROCESSING OVERVIEW .....</b>	<b>12</b>
<b>A. SECRETARY OF STATE REVIEW &amp; STATUTORY REJECT REASONS .....</b>	<b>12</b>
<b>B. SECRETARY OF STATE SIGNATURE TABULATION .....</b>	<b>13</b>
<b>C. CONDUCTING A RANDOM SAMPLE OF SIGNATURES ELIGIBLE FOR VERIFICATION.....</b>	<b>14</b>
<b>V. COUNTY RECORDER PROCESSING .....</b>	<b>15</b>
<b>VI. QUALIFICATION FOR THE BALLOT.....</b>	<b>16</b>
<b>VII. PUBLICITY PAMPHLET ARGUMENTS .....</b>	<b>17</b>
<b>APPENDICES.....</b>	<b>18</b>

## I. Introduction

This handbook provides an overview of the Initiative and Referendum processes, instructions for how to file, statutory requirements, additional tools, links, and information to assist filers. Please contact us if you have any questions:

Email: [ballotmeasure@azsos.gov](mailto:ballotmeasure@azsos.gov)

Phone: (602) 542- 8683

Toll Free: 1-877-THE-VOTE

The Application for Serial Number or petition signatures (appointment require) can be filed in person at:

Office of the Secretary of State  
Elections Division  
1700 W Washington St. Fl. 7  
Phoenix, AZ 85007

You can find additional information online at: <https://azsos.gov/elections/initiative-referendum-and-recall>

### A. Overview of Initiatives

An initiative is the method by which Arizona’s voters can propose new laws, amend existing laws, or propose constitutional amendments by collecting signatures from qualified voters to have the measure placed on the next General Election ballot.

Before signatures can be collected, an Application for Serial Number with the complete title and text of the proposed law or amendment must be submitted to the Secretary of State’s Office for approval. Once approved, a serial number will be issued for the measure, and the organization can begin collecting signatures.

Initiative petition signatures must be filed with the Secretary of State’s Office at least four months prior to the next General Election. If enough valid signatures are submitted, the proposed statutory law or constitutional amendment will be placed on the next General Election ballot. Voters would then have the option to decide the issue. A “yes” vote would support enacting the new law or constitutional amendment, while a “no” vote would support retaining existing law.

The number of required signatures is outlined in the Arizona Constitution. An initiative to amend the Arizona Revised Statutes requires a minimum number of signatures equivalent to 10% of all votes cast for Governor at the last preceding election.<sup>1</sup> An initiative to amend the Arizona Constitution requires the number of signatures equivalent to 15% of all votes cast for Governor at the last preceding election.

### B. Overview of Referendum

A referendum is the means by which Arizona’s voters can veto a law, or part of a law, by gathering signatures to place the issue on the ballot for the next General Election. Any measure or part of any measure enacted by the Legislature, except laws immediately necessary for the preservation of the public peace, health, or safety, or for the support and maintenance of the departments of State government, may be sent to the ballot for approval or rejection by the people.

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<sup>1</sup> In 2024, this number will be calculated based on the number of votes cast for governor in the 2022 election.

To qualify to appear on the ballot, a referendum petition must be submitted with enough valid signatures to meet the requirements outlined in Arizona’s Constitution. A referendum requires 5% of all votes cast for Governor at the last preceding election.

Before any signature collection, an Application for Serial Number with a copy of the measure to be referred must be filed with the Secretary of State. Once the Application for Serial Number is approved, a serial number will be issued for the measure, and the organization can begin collecting signatures.

The person or organization putting forward the referendum must file the signatures with the Secretary of State’s Office within 90 days of when the legislature adjourns sine die. If enough valid signatures are submitted, the bill will be placed on the next General Election ballot. Voters would then have the choice to vote “yes” to allow the law to go into effect, or “no” to support preventing the bill from going into effect.

### C. Calculating Minimum Signature Requirements

The Arizona Constitution defines the minimum number of qualified signers to be the equivalent of the number of votes cast for Governor at the preceding general election.

In the 2022 General Election, the following number of votes were cast for Governor:

Party	Type	Candidate Name	Total Votes
DEM	Nomination	Katie Hobbs	1,287,891
REP	Nomination	Kari Lake	1,270,774
GRN	Write-in	Liana West	254
LBT	Write-in	Mikaela “Miki” Shonnie Lutes-Burton	213
GRN	Write-in	William Josue Pounds IV	139
REP	Write-in	Steph Noelle Denny	74
REP	Write-in	Alice Novoa	55
IND	Write-in	RayShawn “Shawn” D’Anthony Merrill	44
NON	Write-in	Anthony Camboni	41
<b>Total</b>			<b>2,559,485</b>

### 2024 Signature Calculation Formulas and Signatures Required

Ballot Measure	Formula	2022 Signature Requirement	Authority
Initiative Petitions Constitutional Amendment	15% of qualified electors (0.15 * 2,559,485)	<b>383,923</b>	<a href="#">Ariz. Const. art. IV, pt. 1, § 1(2)</a>
Initiative Petitions Statutory Amendment	10% of qualified electors (0.10 * 2,559,485)	<b>255,949</b>	<a href="#">Ariz. Const. art. IV, pt. 1, § 1(2)</a>
Referendum Petitions	5% of qualified electors (0.05 * 2,559,485)	<b>127,975</b>	<a href="#">Ariz. Const. art. IV, pt. 1, § 1(3)</a>

\*Calculations resulting in a decimal have been rounded up to the nearest whole number.

## II. Important Dates

Date	Description	Authority
<b>November 5, 2022</b>	Earliest date to apply for petition serial number for initiative to appear on 2024 General Election ballot	<a href="#">A.R.S. § 19-121(D)</a>
To be determined after 2023 Sine Die <i>Sine Die + 90 days</i>	2023 Referendum Submission Deadline <sup>2</sup>	<a href="#">Ariz. Const. art. IV, pt. 1, § 1(4)</a>
To be determined after 2023 Sine Die <i>Filing + 20 business days; may vary for early filings</i>	Deadline for Secretary of State to remove ineligible referendum petition sheets and signatures and transmit random sample to County Recorders	<a href="#">A.R.S. § 19-121.01</a>
To be determined after 2023 Sine Die <i>Receipt of random sample + 15 business days; may vary for early filings</i>	Deadline for County Recorders to verify referendum petition signatures and provide certified results to the Secretary of State	<a href="#">A.R.S. § 19-121.02</a>
To be determined after 2023 Sine Die <i>72 hours (business days only) after receipt of County Recorder certification; date may vary for early filings</i>	Deadline for Secretary of State to determine referendum petition results of random sample, issue receipt to sponsor committee, and notify Governor	<a href="#">A.R.S. § 19-121.04</a>
<b>June 10, 2024</b>	Ballot Measure Argument Submission Portal Opens	<a href="#">A.R.S. § 19-124(A)-(B)</a>
<b>July 10, 2024</b>	Ballot Measure Argument Submission Deadline <sup>3</sup>	<a href="#">A.R.S. § 19-124(A)-(B)</a>
<b>July 3, 2024</b>	Initiative Filing Deadline	<a href="#">Ariz. Const. art. IV, pt. 1, § 1(4)</a>
<b>August 1, 2024</b> <i>Filing + 20 business days; may vary for early filings</i>	Deadline for Secretary of State to remove ineligible initiative petition sheets and signatures and transmit random sample to County Recorders	<a href="#">A.R.S. § 19-121.01</a>
<b>August 22, 2024</b> <i>Receipt of random sample + 15 business days; may vary for early filings</i>	Deadline for County Recorders to verify initiative petition signatures and provide certified results to the Secretary of State	<a href="#">A.R.S. § 19-121.02</a>

<sup>2</sup> 2023 and 2024 deadlines will follow the same timeline based on when the legislature adjourns Sine Die. Please note the exact dates will vary.

<sup>3</sup> Exception: Organizations submitting an Initiative may submit their argument at the time of their filing appointment, but are highly encouraged to use the online portal.

<p><b>August 27, 2024</b></p> <p><i>72 hours (business days only) after receipt of County Recorder certification; date may vary for early filings</i></p>	<p>Deadline for Secretary of State to determine initiative petition results of random sample, issue receipt to sponsor committee, and notify Governor</p>	<p><a href="#">A.R.S. § 19-121.04</a></p>
<p><i>September 23, 2024 (loose estimate-mirrored 2022 date, earlier for UOCAVA, will depend on vendor and other circumstances-per Y.M.)</i></p>	<p>Deadline for Secretary of State to mail/email a Publicity Pamphlet to every house with a registered voter</p>	<p><a href="#">A.R.S. § 19-123(B)-(C)</a></p>
<p><b>November 5, 2024</b></p>	<p>General Election</p>	<p><a href="#">A.R.S. §§ 16-204(E)(2); 16-204(F)(4); 16-206(A); 16-211</a></p>
<p><b>December 2, 2024</b></p>	<p>Secretary of State’s Official Canvass of the General Election</p>	<p><a href="#">Ariz. Const. art. V § 10; A.R.S. § 16-648;</a></p>

### III. Steps to file an Initiative or Referendum

The following is a brief overview of the process for an initiative or referendum to be placed on the ballot.

1. The applicant must first form a political committee through the Secretary of State's online campaign finance reporting system, [BEACON](#), or be prepared to designate an existing (non-candidate) political committee to act as the petition sponsor. The committee is obligated to report how much it spends on the initiative or referendum effort as opposed to other types of political expenditures. Please see our [campaign finance webpage](#) for more information about creating a political committee.
2. File an Application for Serial Number with the Secretary of State's Office. The application components and procedure are listed in the following subsection, and the application itself can be found in the appendix of this guide.
3. Ensure any paid or out-of-state circulators have registered with the Secretary of State's Office prior to them collecting signatures. The requirements for circulator registration can be found on the circulator page of our [website](#) and in the Petition Circulation Training Guide.
4. Circulate petitions and obtain signatures from eligible electors. Best practices are available in the Petition Circulation Training Guide on our [website](#).
5. Submit circulated petition sheets to the Secretary of State's Office by the deadline. Additional instructions and organizational tips on how to file petition sheets are available in [subsection E](#).
6. The Secretary of State and County Recorders will process the petitions and determine whether enough signatures were gathered to place the measure on the ballot.

Initiative and referenda are subject to court challenge. A challenge to the legal sufficiency of a ballot measure must be submitted 20 days after a measure is filed in an odd numbered year or 10 days after a measure is filed in an even numbered year.<sup>4</sup>

#### A. Committee Formation Requirement

Committees must file a Statement of Organization electronically via the state's campaign finance portal, Beacon. The Statement of Organization should contain the following information:

- The contact information of two individuals, designated as Chairperson and Treasurer. The treasurer is statutorily responsible for all required campaign finance reporting for the committee.

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<sup>4</sup> [A.R.S. § 19-161\(A\)](#).



- Contact information including the committee name, committee mailing address, phone number, website, and email address.
- The bank or financial institution where the committee has established an account.
- The Chairperson and Treasurer must swear under penalty of perjury that they have read the SOS campaign finance handbook, agree to comply with AZ campaign finance law, and agree to accept all notifications and important documents via the designated committee email address.

You may find more information on the state’s online campaign finance system on our [website](#) and additional instruction in the [BEACON User Guide](#).

## **B. Application for Serial Number**

Before circulating any petitions, a statewide ballot measure must be assigned a serial number by the Secretary of State’s Office. An Application for Serial Number must include:

- A checked box stating whether the application is for a constitutional amendment or initiative (recalls have a separate application). Referenda will require the bill number to be referred.
- Political Committee name and filer information.
- A maximum 200-word summary that must cover the principal provisions of the proposed initiative or referred bill. The 200-word summary must be placed verbatim in the summary portion of each petition sheet.
- A copy of the title and text of the proposed initiative or referred bill. The title and text must remain affixed to the petition sheet at all times during the signature gathering process. The title and text of the initiative must be formatted in at least eight point font, portions of the law or constitution that are being deleted must have a line drawn through the center of the letters, and portions of the law or constitution that are new must be printed in capital letters.

After filing the application, the committee will then be issued a serial number beginning with I, C, or R depending on the type of measure, followed by the numeral of the order in which the measure was filed, and finally the year of the general election in which the proposed measure may be placed on the ballot.

Examples:

- Statutory Initiative: I-01-2022
- Constitutional Initiative: C-01-2022
- Referendum: R-01-2022

The assigned serial number must be placed on both sides of each petition sheet prior to obtaining any signatures.

The committee’s application for serial number, including the committee information and full title and text of the measure to be initiated or referred will then be available on the Secretary of State’s website. After the application for serial number has been filed, the filer will receive the following in an email:

- Confirmation and copy of completed, stamped, and processed Application for Serial Number and accompanying title/text;
- Statewide Initiative or Referendum Petition Template;

- Initiative and Referendum Guide
- Petition Circulator Training Guide
- Instructions for Statewide Initiatives and Best Practices for Printing and Circulating Petitions

For initiatives and referenda, there is an option for sponsoring committees to have their title and text reviewed by Legislative Council prior to filing with the Secretary of State. If they choose to submit the title and text of the proposed law or referral to the Director of the Legislative Council, they must do so after filing a Statement of Organization and Application for Serial Number, but before filing the referendum or initiative petition with the Secretary of State's Office. Legislative council then has 30 days to consider:

- errors in the drafting of the measure;
- confusing, conflicting, or inconsistent provisions within the measure; and
- conflicts with other state and federal laws.

The committee can then either accept, modify or reject any recommendations made.

Any changes to the title or text of the measure will require a new Application for Serial Number to be submitted and approved by the Secretary of State's Office. Any petitions circulated using the prior serial number would be invalid and not be counted if filed.

## C. Printing Petitions Guidelines

Once a serial number has been assigned. The campaign committee may begin collecting signatures. The following are some best practices for printing petitions:

### *Print using a resolution of 600dpi or higher*

The Secretary of State's Office recommends that petitions be printed at a resolution of 600dpi or higher to preserve print integrity and assist in the digital scanning and review process. This will ensure that the form field lines on the petition remain intact, and that information provided by the committee (such as the initiative description and petition serial number) is clearly printed for inspection by petitioners.

### *Print from digital file only – Do not photocopy*

The Secretary of State's Office recommends only printing new petition sheets and not photocopying petition sheets. Photocopied petitions may result in a degraded image, including the loss of information capture boxes, pixelated text, or irregularities that may obstruct scanning capability. To avoid document degradation, please print petitions from a digital file only.

### *Print double-sided*

All petition signature sheets must have the circulator affidavit affixed to the back of the petition. All petition sheets should be printed double sided. Use flip along short edge or similar setting when printing from the PDF sent by the Secretary of State's Office.

### *Print text and title on a different size paper*

When printing the text and title, it is recommended to print all text and title using a different size or color of paper than what is used to print signature petition sheets. Signature petition sheets must be printed on white or recycled white pages fourteen inches in width by eight and one-half inches in length.

## D. Signature Gathering Basic Requirements

Please consult legal counsel to ensure you are following all current laws regarding petition collection for statewide ballot measures. The following are guidelines that all committees should use:

- The front of every petition sheet must be complete prior to circulating, including the initiative or referendum serial number and 200-word description.
- A full copy of the title and text of the measure must remain affixed to the signature sheet at all times during circulation. Please use the area on the petition labeled “Staple Here” to affix the staple.
- A petition sheet may be signed only by a registered voter who is a qualified elector under Arizona law. Every elector who signs the petition sheet must do so in the presence of the circulator. A qualified elector may only sign a specific initiative or referendum once.
- Circulators should instruct petition signers to write in the center of (and within) the information capture boxes to ensure that signature and identifying information are easily discernible during review. Signers should avoid letting information bleed over to adjacent rows and should sign with black or dark blue ink.
- Paid and out-of-state circulators must register and upload a notarized affidavit of eligibility to circulate a specific petition prior to circulation and list their Circulator ID Number on both sides of each petition sheet.
- Every circulator must complete the affidavit on the back of the petition sheet in the presences of a notary and have the affidavit notarized before submission.

Best practices and additional guidance are available in the Petition Circulation Training Guide, available on our [website](#).

## E. Filing Procedure and Deadlines

When circulation is complete and the filer believes they have reached, or will soon reach, the statutory number of signatures required to qualify, the initiative or referendum committee should schedule an intake appointment with the appropriate filing officer.

To schedule a filing appointment for statewide initiatives or referenda please email [ballotmeasure@azsos.gov](mailto:ballotmeasure@azsos.gov). Appointments should be scheduled a minimum of two weeks in advance of your desired date and must be made for a business day.

At the filing appointment, an intake receipt will be given to the committee indicating the approximate number of signatures and boxes of petition sheets submitted. All signatures must be filed at the time of the filing appointment; no supplemental filings are allowed.

Initiative petitions must be filed at least 4 months prior to the next General Election, whereas referendum petitions must be filed within 90 days of when the applicable legislative session adjourns sine die. The committee may not turn in supplemental petition sheets after the Secretary of State has issued an intake receipt to the committee.

### *Organizational best practices for filing:*

- Petitions must be organized by county of majority

- Petitions should be organized in banker’s boxes or bins
- Avoid stray markings or writing on petition sheets after circulation
- Ensure all petitions are face up, flattened, and facing the same direction
- Please remove any sticky notes, folders, or extraneous objects from the filing boxes

*Statutory Timeline for Review*

	Filing Deadline	SOS/Filing Officer Review	Recorder Review	Compiling/Final Receipt
Initiative	General Election – 4 months & 1 Day (7/3/2024) <a href="#">Ariz. Const. art. IV, pt. 1, § 1(4)</a>	20 business days (8/1/2024) <a href="#">A.R.S. § 19-121.01(A)</a>	15 business days to review sample (8/22/2024) <a href="#">A.R.S. § 19-121.02(A)</a>	72 hours (business days only) <a href="#">A.R.S. § 19-121.04(A)</a>
Referendum	90 calendar days after AZ Leg Sine Die <a href="#">Ariz. Const. art. IV, pt. 1, § 1(4)</a>	20 business days <a href="#">A.R.S. § 19-121.01(A)</a>	15 business days to review sample <a href="#">A.R.S. § 19-121.02(A)</a>	72 hours (business days only) <a href="#">A.R.S. § 19-121.04(A)</a>

## IV. Secretary of State Processing Overview

The Secretary of State’s office is required to review filed petition sheets pursuant to A.R.S. Title 19. The process includes the following:

1. The title and text is checked to ensure it is complete and attached to each petition sheet submitted.
2. The staple securing the title and text to the petition sheets is removed, the petition sheets are separated from the title and text.
3. Petition sheets are taped as needed to repair any tears prior to scanning.
4. Petition sheets are scanned by county; each petition sheet is imprinted with a bates number.
5. Petition sheets are reviewed according to statutory requirements.

Observation is permitted throughout the scanning process for both the committee and opposition. Observers must be designated prior to the day they wish to observe. To inquire about observation procedures and sign up, email [ballotmeasure@azsos.gov](mailto:ballotmeasure@azsos.gov).

Interested parties can submit public records requests for the scanned images and for the post-signature review mark-up. Public records requests for petitions are streamlined into a webform that will be placed on our [Initiative, Referendum, and Recall webpage](#) at the beginning of the filing period. Petitions will be available at two stages of the process: (1) After scanning, the petitions will have their assigned bates number but no review marks; (2) After review is complete, the petitions will have the total valid lines and county assignment on them.

### A. Secretary of State Review & Statutory Reject Reasons

Filing Reject Reasons	Action	Authority
1. At the time of filing, the purported # of signatures is lower than the constitutional requirement	Reject entire filing	<a href="#">AZ Const. art. IV, pt. 1 §1(3); (7)</a>

Text and Title Review Reject Reasons	Action	Authority
1. Complete date-stamped title and text not attached (staple is recommended but other methods will be accepted if the papers are attached)	Strike sheet	<a href="#">A.R.S. §§ 19-121.01(A)(1)(a); 19-121(A)(3)</a>

Affidavit Page Reject Reasons	Action	Authority
1. Missing or incorrect serial # on lower right corner	Strike sheet	<a href="#">A.R.S. §§ 19-121.01(A)(1)(c); 19-121(A)(2)</a>
2. Unsigned circulator affidavit	Strike sheet	<a href="#">A.R.S. § 19-121.01(A)(1)(d)</a>
3. Incomplete circulator affidavit	Strike sheet	<a href="#">A.R.S. § 19-121.01(A)(1)(d); <i>Leach v. Reagan</i>, 2018 WL 10561225</a>
4. Modified circulator affidavit	Strike sheet	<a href="#">A.R.S. § 19-121.01(A)(1)(d)</a>
5. If registered as PAID <b>AND</b> missing circulator #	Strike sheet	<a href="#">A.R.S. § 19-121.01(A)(1)(c)</a>

6. If registered as PAID <b>AND</b> circulator # incorrect	Strike sheet	<a href="#">A.R.S. § 19-121.01(A)(1)(c)</a>
7. If not registered <b>AND</b> circulator residence address is out-of-state	Strike sheet	<a href="#">A.R.S. §§ 19-121.01(A)(1)(h); 19-118</a>
8. Circulator prohibited from circulating (see 19-119.01)	Strike sheet	<a href="#">A.R.S. § 19-121.01(A)(1)(g)</a>
9. Not notarized	Strike sheet	<a href="#">A.R.S. § 19-121.01(A)(1)(e)</a>
10. Missing notary signature	Strike sheet	<a href="#">A.R.S. § 19-121.01(A)(1)(e)</a>
11. Missing notary stamp/seal	Strike sheet	<a href="#">A.R.S. § 19-121.01(A)(1)(e)</a>
12. Missing notary date	Strike sheet	<a href="#">A.R.S. § 19-121.01(A)(1)(f)</a>
13. Notary commission expired <b>before</b> notary date	Strike sheet	<a href="#">A.R.S. § 19-121.01(A)(1)(e)</a>

Signer Page - Reject Reasons	Action	Source
1. Missing or incorrect serial # in lower right corner	Strike sheet	<a href="#">A.R.S. §§ 19-121.01(A)(1)(c); 19-121(A)(2)</a>
2. PAID box checked <b>AND</b> circulator not registered	Strike sheet	<a href="#">A.R.S. § 19-121.01(A)(1)(h)</a>
3. PAID box checked <b>OR</b> circulator registered as paid circulator <b>AND</b> circulator # missing or incorrect; OR	Strike sheet	<a href="#">A.R.S. § 19-121.01(A)(1)(c)</a>
4. Signature date <b>earlier</b> than circulator registration date	Strike line	<a href="#">A.R.S. § 19-121.01(A)(1)(h)</a>
5. Entire signature line is blank or crossed out	Strike line	<a href="#">A.R.S. § 19-121.01(A)(3)(a)</a>
6. Missing signature	Strike line	<a href="#">A.R.S. § 19-121.01(A)(3)(a)</a>
7. Missing residence address/ description of residence location	Strike line	<a href="#">A.R.S. § 19-121.01(A)(3)(b)</a>
8. Missing city <b>AND</b> zip code (need one)	Strike line	<a href="#">A.R.S. § 19-121.01(A)(3)(b)</a>
9. Missing date of signature	Strike line	<a href="#">A.R.S. § 19-121.01(A)(3)(c)</a>
10. Signature date <b>after</b> notary date	Strike line	<a href="#">A.R.S. §§ 19-121.01(A)(3)(c); 19-121.01(A)(1)(f)</a>
11. Signature date <b>earlier</b> than date serial # was issued	Strike line	<a href="#">A.R.S. § 19-121.01(A)(3)(c)</a>
12. Withdrawn signature (19-113)	Strike line	<a href="#">A.R.S. § 19-121.01(A)(1)(e)</a>
13. Circulator printed voter's first and last names OR other information (19-112)	Strike line	<a href="#">A.R.S. § 19-121.01(A)(1)(f)</a>
14. Remove all signatures not in county majority of sheet	Strike lines not in majority county	<a href="#">A.R.S. § 19-121.01(A)(2)(b)</a>
15. More than 15 signatures per page	Strike extra lines	<a href="#">A.R.S. §§ 19-121.01(A)(3)(d); 19-121(C)</a>

## B. Secretary of State Signature Tabulation

After the Secretary of State's Office completes review pursuant to A.R.S. § 19-121.01, the Secretary of State's Office performs the following steps to determine whether the constitutional minimum has been met in order to transmit signatures for County Recorder verification:

- Secretary of State's Office counts the number of valid signatures lines and places that total in the top corner of each petition sheet image.

- Secretary of State’s Office counts the total number of petition sheets and signatures eligible for County Recorder verification.
- Secretary of State’s Office determines whether the signatures eligible for verification exceed the constitutional minimum.

If the constitutional minimum is met the Secretary of State’s Office will conduct a random sample and issue a receipt with the following information to the committee:

- The total number of signatures invalidated by the Secretary of State’s Office;
- The total number of signatures that remain eligible for County Recorder verification (this number must exceed the constitutional minimum);
- The total number of signatures that have been randomly sampled and transmitted to each County Recorder;
- A projection of how many randomly sampled signatures must be verified by the County Recorders in order for the measure to qualify for the ballot; and
- The deadline for County Recorder review.

### **C. Conducting a Random Sample of Signatures Eligible for Verification**

If the constitutional minimum has been met, the Secretary of State’s Office will conduct a 5% random sample to select signatures for further verification by County Recorders:

- 5% of eligible signatures across all petition sheets that have not been invalidated will be randomly sampled.
- The Secretary of State’s Office exports the front sides of any petition sheet containing a randomly sampled signature into PDFs (or a series of TIFF images) by county. Our office then electronically transmits the exports to the relevant county.

Our office will make the exports available for public records requests after transmitting the random sample exports to County Recorders.

## V. County Recorder Processing

Pursuant to A.R.S. § 19-121.02(A), the County Recorder must invalidate any randomly sampled signature for the following reasons:

- No residence address or description of residence address is provided;
- No date of signing is provided;
- The signature is illegible, and the signer is otherwise unidentifiable;
- The signer was not a qualified elector on the date of signing the petition;
- The signer was a registered voter but was not at least 18 years old on the date of signing the petition;
- The signature is disqualified after comparison with the signature on file in the voter registration database;
- If a signer signed the petition more than once, all but one otherwise valid signature must be invalidated;
- If a person circulating the petition was a Justice of the Peace or a County Recorder at the time the person circulated the petition; or
- For any reasons the Secretary of State's Office could have invalidated the petition sheet or signature.

The County Recorder's certification must include (1) the total number of signatures that were transmitted to the County Recorder for verification, (2) the total number of signatures that were disqualified by the County Recorder, and (3) the name of any signer whose petition signature was invalidated, including the petition page number (bates number) and signature line number. The County Recorder must transmit this certification to the Secretary of State's Office electronically.

The Secretary of State's Office will make the County Recorder certifications electronically available to the initiative committee and in response to public records requests.



## VI. Qualification for the Ballot

Pursuant to A.R.S. § 19-121.04(A), within three business days of receiving the last County Recorder's certification, the Secretary of State's Office must determine whether there are sufficient valid signatures for the measure to qualify for the ballot.

- The Secretary of State's Office calculates the total number of petition signatures verified by County Recorders, including the percentage of verification. For example, if County Recorders collectively verified 12,676 out of 16,947 randomly sampled signatures, the verification percentage is 74.8%. This percentage represents an estimate of how many of the non-sampled signatures are presumed to be valid.

The measure qualifies for the ballot if the calculated number of presumed valid signatures exceeds the constitutional minimum. When this occurs, the Secretary of State's Office:

- Assigns a proposition number to the ballot measure pursuant to A.R.S. § 19-125(B);
- Issues a certification letter to the initiative committee;
- Prepares the official descriptive title and ballot measure language that will appear on the general election ballot pursuant to A.R.S. § 19-125(C)-(D); and
- Notifies the Governor, County Recorders, and County Boards of Supervisors that the measure will be placed on the ballot at the next general election.

If the measure does not have sufficient valid signatures to qualify for the ballot, the Secretary of State's Office:

- Issues a certification and receipt to the sponsoring committee explaining why the measure did not qualify for the ballot; and
- Returns the original signature sheets to the sponsoring committee after the conclusion of any pending litigation.

## VII. Publicity Pamphlet Arguments

Arguments for and against a ballot measure may be submitted to the Secretary of State to be published in the Publicity Pamphlet. Only arguments submitted online through the Secretary of State's portal will be included in the pamphlet. The Portal will be open from June 10, 2024 through July 10, 2024.

The argument provided cannot exceed 300 words. Please check your spelling, capitalization, and grammar prior to submission because the entry will appear in the Publicity Pamphlet exactly as entered.

There is a \$75 fee that must be paid electronically through the argument submission portal at the same time the argument is submitted.

### *Refund Disclaimer*

The initiatives and/or referenda listed in the portal are proposed measures that have been issued a serial number by the Secretary of State's Office. More information on each measure is available on the Initiative, Referendum, and Recall Applications website.

However, most measures will not submit signatures and those that do may not qualify for the ballot after the Secretary of State and County Recorders perform their statutory duties to review petition signatures in July/August or October/November. Moreover, a measure may be kept off the ballot due to a subsequent court challenge.

State law requires all Publicity Pamphlet arguments (along with the payment) to be submitted by July 10, 2024 notwithstanding the potential changes that could occur after you submit your argument. The Secretary of State's Office will only print an argument in the Publicity Pamphlet if a measure actually qualifies to appear on the ballot, and the Office will not be able to provide refunds (full or partial) for arguments that are not published.

Accordingly, please exercise discretion whether to submit an argument for a particular ballot measure.

## Appendices

1. *Application for Serial Number*
2. *Sample Initiative Petition*
3. *Sample Referendum Petition*



STATE OF ARIZONA

Application for Serial Number Initiative Petition A.R.S. § 19-111

FOR OFFICE USE ONLY

The undersigned intends to circulate and file an initiative petition and hereby makes application for the issuance of an official serial number to be printed in the lower right-hand corner of each side of each signature sheet of such petition. Attached hereto is the full title and text, in no less than eight point type, of the measure or constitutional amendment intended to be initiated at the next general election.

Statutory Measure

Constitutional Amendment

Date of Application
Signatures Required
Deadline for Filing
Serial Number Issued

Enter a description of no more than two hundred words of the principal provisions of the proposed measure or constitutional amendment that will appear in no less than eight point type on the face of each petition signature sheet to be circulated.

Name of Applicant

Committee Name

Address

Committee ID No.

City State Zip

Chairperson

Telephone Number

Treasurer

E-mail Address

Committee Address

City State Zip

Committee Telephone Number

Committee E-mail Address

By submitting this Application for Serial Number and checking all boxes below, I acknowledge the following:

- That I have received and will review the accompanying Instructions for Statewide Initiatives, including the Secretary of State's recommended best practices for printing copies of the Statewide Initiative Petition to be circulated.
That at the time of filing, I was provided instructions regarding accurate completion of the Statewide Initiative Petition form.

Applicant Signature

Date

## Recommended Best Practices for Printing and Circulating Petitions

The Secretary of State's Office recommends the following best practices for printing and circulating petitions to ensure optimal verification and processing. Failure to adhere to these practices may result in reduced document integrity, which may inhibit the Secretary of State's ability to efficiently and accurately process the petitions.

### **1. Print using a resolution of 600dpi or higher**

The Secretary of State's Office recommends that petitions be printed at a resolution of 600dpi or higher to preserve print integrity and assist in the digital scanning and review process. This will ensure that the form field lines on the petition remain intact, and that information provided by the committee (such as the initiative description and petition serial number) is clearly printed for inspection by petitioners.

### **2. Print from digital file only – Do not photocopy**

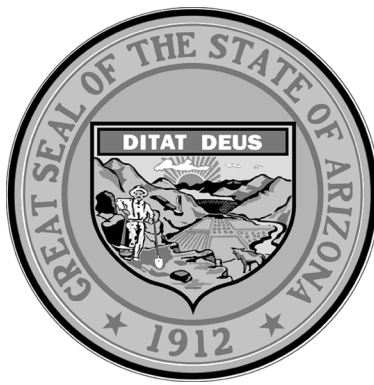
It is recommended that petitions be duplicated only by means of digital printing and should not be photocopied. Photocopied petitions may result in a degraded image, including the loss of information capture boxes, pixelated text, or irregularities that may obstruct scanning capability. To avoid document degradation, please print petitions from a digital file only.

### **3. Instructions to signers**

Circulators should instruct petition signers to write in the center of (and within) the information capture boxes to ensure that signature and identifying information is easily discernible by the petition processing software. Signers should avoid letting information bleed over to adjacent rows, and should sign with blue or black ink.

### **4. Registered Circulator ID Number**

Paid and out-of-state circulators must print their Registered Circulator ID Number on the front and back side of each petition sheet. Please review the Secretary of State Office's Circulator Handbook for more information.



## **Instructions for Statewide Initiatives Application for Serial Number and Best Practices for Printing and Circulating Petitions**

### **Statement of Organization**

At the time of submitting an Application for Serial Number, the individual or organization wishing to place an initiative on the ballot must either file a Statement of Organization using the Secretary of State's Campaign Finance Filing System or designate an existing (non-candidate) committee to act as the initiative's sponsor. The Secretary of State will not accept an Application without an accompanying statement or designation.

### **Application for Serial Number**

An individual or organization wishing to place an initiative on the ballot must submit an Application for Serial Number stating their intent to circulate a statewide initiative petition.

Please complete all required fields including:

- The appropriate check box indicating whether the applicant intends to circulate a statutory measure or constitutional amendment
- A no more than 200-word description of the principal provisions of the initiative, which will be printed on the face of each petition sheet.
- All information required to identify the initiative applicant and sponsoring committee.

### **Application Procedure**

Upon receipt of Application, the Secretary of State will complete the remainder of the form and issue a unique petition serial number to be printed on the front and back of each petition sheet. The Secretary of State will also provide instructions regarding proper completion of the Statewide Initiative Petition form.

### **Please note:**

- An Application for Serial Number will not be accepted unless the applicant has checked both disclaimer boxes and provided a signature as an acknowledgment of the recommended printing and circulating procedures.
- At the time of submission, an Application for Serial Number must include the accompanying title and text of the initiative.
- The minimum number of signatures required for a constitutional amendment to be placed on the ballot is equal to 15% of the number of votes cast at the last gubernatorial election, and the number of signatures for a statutory measure is equal to 10%.
- The deadline to file initiative petition signatures is at least 4 months plus 1 day prior to the next general election.
- Any revision to the title and text or 200-word description requires a new Application for Serial Number to be filed, and all previous versions will be considered invalid.

STAPLE  
HERE

**Initiative Measure to be Submitted Directly to Electors**

It is unlawful to sign this petition before it has a serial number.

We, the undersigned, citizens and qualified electors of the state of Arizona, respectfully demand that the following proposed to the qualified electors of the state of Arizona for their approval or rejection at the next regular general election and each for himself says: I have personally signed this petition with my first and last names. I have not signed any other petition for the same measure. I am a qualified elector of the state of Arizona, county of

PAID CIRCULATOR  VOLUNTEER  
COUNTY

**Initiative description:** Insert a description of not more than 200 words of the principal provisions of the proposed measure. **Notice:** This is only a description of the proposed measure (or constitutional amendment) prepared by the sponsor of the measure. It may not include every provision contained in the measure. Before signing, make sure the title and text of the measure are attached. You have the right to read or examine the title and text before signing.

**Warning:** It is a class 1 misdemeanor for any person to knowingly sign an initiative or referendum petition with a name other than his own except in a circumstance where he signs for a person in the presence of and at the specific request of such person who is incapable of signing his own name because of physical infirmity, or to knowingly sign his name more than once for the same measure, or to knowingly sign such petition when he is not a qualified elector.

	Signature	Printed Name First MI Last	Actual address (street & no. and if no street address, describe residence location)	Arizona post office address & zip code	City or Town (if any)	Date signed
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						

STATEWIDE ONLY: Secretary of State The validity of signatures on this sheet must be sworn to by the circulator before a notary public on the form appearing on the back of the sheet. Registered Circulator ID  Number

STAPLE  
HERE

**Instructions for Circulators**

1. All circulators shall sign the Affidavit of Circulator.
2. All non-resident circulators, whether paid or volunteer, must register with the Secretary of State's office before circulating petitions. Circulators who are Arizona residents must register with the Secretary of State's office before circulating petitions if they are both (i) paid, and (ii) circulating for a statewide initiative or referendum. Circulators who are required to register should print their Circulator ID number in the space provided on the front and back side of each petition sheet.
3. Circulators are not required to be a resident of this state but otherwise must be qualified to vote in this state.
4. Circulators shall include their actual residence address or, if no street address, a description of their residence location.

**Affidavit of Circulator**

State of Arizona   
 County of

I,

, in the state of Arizona at all times during my circulation of this petition sheet, and under the penalty of a class 1 misdemeanor, depose and say that subject to section 19-115, Arizona Revised Statutes, each individual printed the individual's own name and address and signed this sheet of the foregoing petition in my presence on the date indicated and I believe that each signer's name and residence address or post office address are correctly stated and that each signer is a qualified elector of the state of Arizona and that at all times during circulation of this signature sheet a copy of the title and text was attached to the signature sheet.

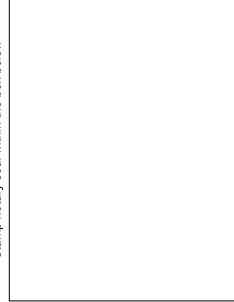
CIRCULATOR SIGNATURE	
RESIDENCE ADDRESS / LOCATION	
CITY	STATE
ZIP	

(Signature of affiant)

(Residence address, street and number of affiant, or if

no street address, a description of residence location)

DATE OF NOTARIZATION



NOTARY SIGNATURE



STAPLE  
HERE

It is unlawful to sign this petition before it has a serial number.

COUNTY

PAID CIRCULATOR  VOLUNTEER

**Petition for Referendum**

To the Secretary of State: We, the undersigned, citizens and qualified electors of the state of Arizona, respectfully order that the  bill No.  entitled

passed by the  session of the legislature of the state of Arizona, at the  session of said legislature, shall be referred to a vote of the qualified electors of the state, for their approval or rejection at the next regular general election and each for himself says: I have personally signed this petition with my first and last names. I have not signed any other petition for the same measure. I am a qualified elector of the state of Arizona, county of

**Referendum description:** Insert a description of not more than 200 words of the principal provisions of the proposed measure. **Notice:** This is only a description of the measure sought to be referred prepared by the sponsor of the measure. It may not include every provision contained in the measure. Before signing, make sure the title and text of the measure are attached. You have the right to read or examine the title and text before signing.

**Warning:** It is a class 1 misdemeanor for any person to knowingly sign an initiative or referendum petition with a name other than his own except in a circumstance where he signs for a person in the presence of and at the specific request of such person who is incapable of signing his own name because of physical infirmity, or to knowingly sign his name more than once for the same measure, or to knowingly sign such petition when he is not a qualified elector.

Signature	Printed Name First MI Last	Actual address (street & no. and if no street address, describe residence location)	Arizona post office address & zip code	City or Town (if any)	Date signed
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					

### Instructions for Circulators

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3. Circulators are not required to be a resident of this state but otherwise must be qualified to vote in this state.
4. Circulators shall include their actual residence address or, if no street address, a description of their residence location.

### Affidavit of Circulator

State of Arizona \_\_\_\_\_  
 County of \_\_\_\_\_  
(Where notarized)

I, \_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
COUNTY OF RESIDENCE

\_\_\_\_\_, a person who is not required to be a resident of this state but who is otherwise qualified to register to vote in the county of \_\_\_\_\_, in the state of Arizona at all times during my circulation of this petition sheet, and under the penalty of a class 1 misdemeanor, depose and say that subject to section 19-715, Arizona Revised Statutes, each individual printed the individual's own name and address and signed this sheet of the foregoing petition in my presence on the date indicated and I believe that each signer's name and residence address or post office address are correctly stated and that each signer is a qualified elector of the state of Arizona and that at all times during circulation of this signature sheet a copy of the title and text was attached to the signature sheet.

CIRCULATOR SIGNATURE
RESIDENCE ADDRESS / LOCATION
CITY STATE ZIP

(Signature of affiant)

(Residence address, street and number of affiant, or if  
 no street address, a description of residence location)

DATE OF NOTARIZATION \_\_\_\_\_  
 \_\_\_\_\_  
 (date)

Stamp notary seal within the box below

NOTARY SIGNATURE \_\_\_\_\_  
 \_\_\_\_\_  
 Notary Public