



STATE OF ARIZONA

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

FOR OFFICE USE ONLY

The undersigned intends to circulate and file a referendum 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 intended to be referred at the next general election.

Measure to be Referred
Date of Application
Signatures Required
Deadline for Filing
Serial Number Issued



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

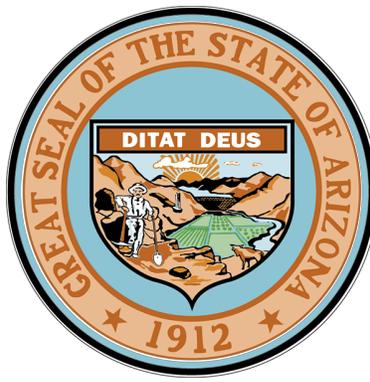
By submitting this Application for Serial Number and checking all boxes below, I acknowledge the following:

That I have read and understand the accompanying Instructions for Statewide Referenda, including the Secretary of State's recommended best practices for printing copies of the Statewide Referendum Petition to be circulated.

That at the time of filing, I was provided instructions regarding accurate completion of the electronic Statewide Referendum Petition form.

Applicant Signature

Date



## Instructions for Statewide Referenda 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 refer a measure to 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 referendum's sponsor. The Secretary of State will not accept an Application without an accompanying statement or designation.

### Application for Serial Number

All individuals or organizations wishing to refer a measure to the ballot must submit an Application for Serial Number stating their intent to circulate a statewide referendum petition.

To complete the PDF application, please enter all required fields including:

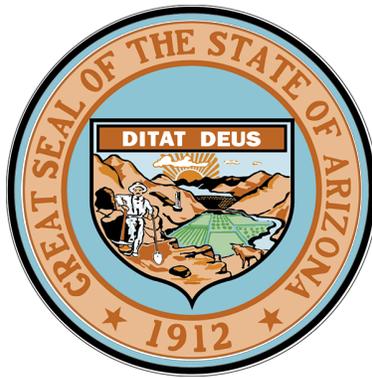
- The bill number to be referred (e.g. – H.B. #####).
- A no more than 100-word description of the principal provisions of the measure to be referred, which will be printed on the face of each petition sheet.
- All information required to identify the referendum applicant and sponsoring committee.

### Application Procedure

Upon receipt of Application, the Secretary of State will complete the remainder of the form and issue a unique 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 Referenda 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 required printing and circulating procedures.
- At the time of submission, an Application for Serial Number must include the accompanying title and text of the measure to be referred.
- The minimum number of signatures required to refer a measure to the ballot is equal to 5% of the number of votes cast at the last gubernatorial election.
- The deadline to file referendum petition signatures is no later than 90 days after *sine die* (the date of adjournment of the legislative session in which the measure was passed).
- Any revision to the title and text or 100-word description requires a new Application for Serial Number to be filed, and all previous versions will be considered invalid.



## Recommended Best Practices for Printing and Circulating Petitions

The Statewide Referendum Petition form has been updated and redesigned to be compatible with 21st century signature verification technology and procedures. 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 Resolution of 600dpi or Higher:**

Petitions must be printed at a resolution of 600dpi or higher. The boxed fields on the petition serve to identify where petitioners and circulators should enter applicable information. It is critical that petitions be printed at 600dpi or higher to keep these boxes intact.

### **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 discernable by the petition processing software. Signers should avoid letting information bleed over to adjacent rows, and should sign with blue or black ink.

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

Paid and out-of-state circulators should ensure they print their Circulator ID Number on the front and back side of each petition sheet. Failure to use the Circulator ID Number will not (by itself) invalidate the petition sheet, but greatly inhibits the Secretary of State's ability to efficiently and accurately process the petition.