

## Nominations

### Filing your nomination

To file your nomination, you must give the following to your municipal clerk:

- a nomination form (Form 1)
- the nomination fee
- completed endorsement of nomination forms (Form 2)

**Note:**

When you fill out the nomination form, write down your name as you want it to appear on the ballot. If you normally go by a different name than your legal first name, you may use that name provided that the clerk agrees.

You do not have to provide all of your names under the box entitled “Given Name(s)” on the form. Only provide the one(s) that you want to appear on the ballot. If your legal name is a single name, you do not have to provide any given names.

To file your nomination in the Town of Renfrew, you must file the nomination form that you have signed. The form may not be a copy and may not be scanned and submitted electronically. You must file the nomination form in person.

The clerk may require you to show identification or fill in an additional form to prove that you are eligible to be nominated. Your campaign period begins when the clerk has received your nomination.

### The nomination fee

The fee to file a nomination is \$200 to run for head of council and \$100 for all other positions. This fee must be paid to the clerk at the time you submit your nomination form.

Your nomination fee will be refunded if you file your campaign financial statement by the deadline.

### Endorsement signatures

You must submit 25 original signatures endorsing your nomination if you are running for the Town of Renfrew Municipal Council.

You must use Form 2 to collect the endorsement signatures.

Anyone providing an endorsement signature must also fill in their name and address, including the postal code.

Anyone providing an endorsement signature must be eligible to vote in the municipality on the day that they signed the endorsement. In addition to their endorsement, they will also be required to sign a declaration that they are eligible to vote in the municipality.

A person who is eligible to vote in the municipality may provide endorsements to as many candidates as they would like and may endorse candidates for any office in the municipal 2026 election.

If you submit 25 original endorsement signatures and find out later that a person (or persons) was not eligible to vote on the day that they signed the endorsement, you will not lose your nomination. The person who supplied false information (by declaring that they were eligible to endorse your nomination when they were not eligible) could be subject to prosecution.

You must keep the forms with the original signatures as part of your campaign records.

The Endorsement of Nomination Form (Form 2) is a public document. Endorsements of candidates cannot be revoked if the document has already been filed with the clerk.

## Deadline to file your nomination

The nomination period begins on May 1, 2026. The last day to file a nomination is Friday, August 21, 2026, by 2 p.m.

The clerk has until 4 p.m. on Monday, August 24, 2026, to certify or reject your nomination. The clerk must be satisfied that you are eligible to run in order to certify your nomination. If your nomination is not certified, your name will not appear on the ballot.

## Where to file

You must file your nomination with the Clerk Department by booking an appointment. Please contact both:

**Clerk / Returning Officer**

Carolynn Errett

Email: [cerrett@renfrew.ca](mailto:cerrett@renfrew.ca)

Phone: 613-432-4848 ext. 116

**Deputy Clerk / Deputy Returning Officer**

Sarah Wright

Email: [swright@renfrew.ca](mailto:swright@renfrew.ca)

Phone: 613-432-4848 ext. 105

If you are running for a school trustee position that represents more than one municipality, contact us for information about where to file your nomination.

**NOTE:**

**THE TOWN OF RENFREW ACCEPTS NOMINATION FILINGS BY APPOINTMENT ONLY.**

**ELECTRONIC SUBMISSIONS ARE NOT ACCEPTED.**