

Duane Tarrant
Assistant Finance Director
Cynthia Summers-Jordan
Accounts Payable Clerk
Rebecca Burch
License Inspector
Erica Canty
Revenue Collector
Constance McMicheal
Finance Clerk



Carrie W. Johnson
MBL, CPFA, CMC
Finance Director
City Clerk/Treasurer
BUS# (803) 539-3750
FAX# (803) 533-6007

City of Orangeburg South Carolina

Candidate Checklist

1. Petition
2. Statement of Economic Interest (candidate must complete online)
3. Statement of Candidacy (give to Finance Department)
4. Campaign Disclosure Form (candidate must complete online)

When candidate turns in petition to the City Clerk, a receipt will be given for the petition. If you want copies of your petition sheets, you will need to make them yourself. You must also turn in the statement of candidacy. The City Clerk will forward the petition and statement to the County Election Commission.

After the filing deadline, the City Clerk will submit a roster of the candidates that have filed to the State Elections Commission.

After the Election, the City Clerk will notify the State Elections Commission who has won the election.

For questions on forms: scvotes.org and ethics.sc.gov



NOTICE OF MUNICIPAL ELECTION CITY OF ORANGEBURG

Notice is hereby given that the Municipal Election for the City of Orangeburg will be held on Tuesday, September 10, 2013. The purpose of this election will be to elect the Mayor and the following City Council Districts: District 1, District 3, and District 5 to serve a four (4) year term as required by law.

The filing period begins June 28, 2013 at 12:00 p.m. and the filing period closes on July 12, 2013 at 12:00 p.m. All candidates must file a Petition, Statement of Candidacy and Statement of Economic Interest Form with the City Clerk at the City of Orangeburg located at 979 Middleton Street, Orangeburg, SC. The number of signatures required is 5% of the district. There is no filing fee. The South Carolina Code of Laws (7-13-190) was amended to state that if only one person files for each of the above listed offices and no one files a declaration to be a write-in candidate with the Municipal Election Commission within 14 calendar days after the filing period closes (July 26, 2013, at 12:00 Noon), the election will not be held for that office and the person who filed will be declared the winner.

Any person wishing to register to vote in this election must do so no later than August 10, 2013.

The polls shall be open from 7:00 a.m. until 7:00 p.m. at the locations designated below. The Managers of Election shall see that each person offering to vote takes the oath that he/she is qualified to vote at this election according to the Constitution of this State and that he/she has not voted before in this election.

Voters who are blind, physically disabled or unable to read or write are entitled to assistance in casting his/her ballot. This assistance may be given by anyone the voter chooses except his/her employer, an agent of his/her employer or an officer or agent of his/her union. The Managers must be notified if assistance is needed.

Voters who are unable to enter their polling place due to physical handicap or are 65 years of age or older may vote in the vehicle in which they drove or were driven to the polls. When notified, the managers will help voters using the curbside voting provision.

Registered electors who cannot vote in person may be eligible to vote by absentee ballot. Persons wishing more information concerning absentee voting should contact the Orangeburg County Voter Registration and Elections Commission at (803) 533-6210.

At 2:00 p.m. on Election Day, the Municipal Election Commission will begin its examination of the absentee ballot return envelopes at the City Hall Council Chambers located at 979 Middleton Street, Orangeburg, SC.

On Thursday, September 12, 2013, at 11:00 a.m., the Municipal Board of Canvassers will hold a hearing to determine the validity of all provisional ballots cast in these elections. This hearing will be held at the City Hall Council Chambers located at 933 Middleton Street, Orangeburg, SC.

CITY OF ORANGEBURG

Precincts

Ward 1
Ward 2
Ward 3
Ward 4
Ward 5
Ward 6
Ward 7
Ward 8
Ward 9
Ward 10
Suburban 1
Suburban 3
Suburban 8
Absentee/Barrier Free

Polling Places (location)

Orangeburg Arts Center (River Pavilion)
619 Riverside Drive, Orangeburg, SC
Orangeburg County Chamber of Commerce
155 Riverside Drive, SW, Orangeburg
Mellichamp Elementary School
350 Murray RD, Orangeburg
Smith-Hammond-Middleton Memorial Center
200 Buckley ST, Orangeburg
Zimmerman Youth Center
759 Peasley ST, Orangeburg
Youth Canteen
1620 Middleton ST, Orangeburg
Sheridan Elementary School
1139 Hillsboro Road, Orangeburg, SC
William J. Clark Middle School
919 Bennett Avenue, Orangeburg, SC
Marshall Elementary School
1441 Marshall AVE, Orangeburg
Sheridan Elementary School
1139 Hillsboro RD, Orangeburg
Robert Howard Middle School
1255 Belleville RD, Orangeburg
Orangeburg Area Development Center
1060 Pineland ST, Orangeburg
Marshall Elementary School
1441 Marshall AVE, Orangeburg
Orangeburg County Administrative Centre
1437 Amelia Street, Orangeburg, SC

CITY OF ORANGEBURG MUNICIPAL ELECTION SCHEDULE – SEPT. 10, 2013

Note: All numerical statutes are in reference to S.C. Code of Laws, 1976, as amended.

- JUNE 19** PLACE FIRST “NOTICE OF ELECTION” and
“NOTICE OF FILING AD” (7-13-35)
- JULY 10** SECOND “NOTICE OF ELECTION” AD (7-13-35)
- JULY 12** STATEMENT OF CANDIDACY, STATEMENT OF ECONOMIC INTEREST
FORM, AND 5% SIGNATURES OF THE DISTRICT IS REQUIRED MUST BE
FILED WITH THE MUNICIPAL CLERK NO LATER THAN 12:00 P.M. (5-15-
70)
- JULY 15** COPY OF STATEMENT OF CANDIDACY DELIVERED TO THE
ORANGEBURG COUNTY VOTER REGISTRATION AND ELECTIONS
OFFICE
- JULY 29** STATEMENT OF CANDIDACY AND STATEMENT OF ECONOMIC
INTEREST FORM MUST BE VERIFIED BY THE ORANGEBURG COUNTY
VOTER REGISTRATION AND ELECTIONS OFFICE
- JULY 29** BEGIN RECRUITING POLL WORKERS (7-13-72)
- AUGUST 10** LAST DAY TO REGISTER TO VOTE IN MUNICIPAL ELECTION (7-5-150)
- AUGUST 20** POLL MANAGER TRAINING SESSION
- SEPTEMBER 9** POLL WORKERS PICK UP ELECTION MATERIAL FROM COUNTY
ELECTION COMMISSION
- SEPTEMBER 10** ** ELECTION DAY**
POLLS OPEN 7:00 a.m. – 7:00 p.m.
- SEPTEMBER 12** MUNICIPAL ELECTION COMMISSION HOLDS CHALLENGED BALLOT
HEARING AND CERTIFICATION OF ELECTION RESULTS. (5-15-100)
- SEPTEMBER 12** DEADLINE FOR FILING PROTEST OF ELECTION WITH MUNICIPAL
ELECTION COMMISSION. (5-15-130)
- SEPTEMBER 14** DEADLINE FOR MUNICIPAL ELECTION COMMISSION TO CONDUCT
PROTEST HEARING. (5-15-130)
- SEPTEMBER 17** LAST DAY TO FILE SUCCESSFUL CANDIDATES LIST WITH THE STATE
ETHICS COMMISSION.
- LAST DAY TO FILE APPEAL OF PROTEST HEARING TO COURT OF
COMMON PLEAS. (5-15-140)
(ANY CANDIDATE AGGRIEVED BY THE DECISION HAS 10 DAYS FROM
THE DATE OF THE DECISION TO APPEAL TO THE COURT OF COMMON

- June 19** PLEAS)
Place First “Notice of Election” And
“Notice of Filing Ad” (7-13-35)
- July 10** Second “Notice of Election” AD (7-13-35)
- July 12** Statement of Candidacy, Statement of Economic Interest Form, and 5% signatures
of the district is required must be filed with the Municipal Clerk no later than 12:00
Noon (5-15-70)
- July 15** Statement of Candidacy and Statement of Economic Interest Form must be
delivered to the Orangeburg County Voter Registration and Elections Office
- July 29** **BEGIN RECRUITING POLL WORKERS**
Need a minimum of 3 poll workers for each precinct. Poll workers cannot be Municipal
Election Commissioners or immediately related to any candidate who will appear on
the ballot. Poll workers do not have to be residents of the town. The Town rate of pay
for poll workers is 1 poll manager per precinct at \$180.00 and all other poll workers at
\$130.00 each
- August 10** **VOTER REGISTRATION DEADLINE**
Last day to register to vote and be eligible to participate in this election
- August 20** **POLL MANAGER TRAINING**
All poll workers must attend training and receive certification in order to conduct
the election and be paid. Municipal Election Commissioners should attend training
- September 9** **POLL WORKERS PICK UP ELECTION MATERIAL FROM COUNTY**
Poll manager supplies, instructions and all other necessary paper work will be available
for pickup in the County Administrative Centre, Registration & Elections Office, Room
201 between the hours of 8:30 a.m. and 5:00 p.m. on Friday before the election. Voting
booths and ballot boxes will be delivered by the Orangeburg County Public Works
Department. Commissioners should confirm that all materials necessary to conduct the
election are in order. Commissioners should verify that access to all poll facilities has
been arranged for poll workers to arrive no later than 6:15 a.m. on Election Day
- September 10** **** ELECTION DAY ** POLLS OPEN 7:00 a.m. – 7:00 p.m.**
Commissioners do not have to be at the polls all day but should be available if
necessary. Commissioners are responsible for picking up any absentee ballots from the
Voter Registration & Elections office by 7:00 p.m. At the close of the polls, the poll
workers return all elections materials, except for the voting machines to the Voter
Registration & Elections office. Commissioners are responsible for securing all election
material until certification hearing is held on the Thursday after the election
- September 12** **MUNICIPAL ELECTION COMMISSION HOLDS PROVISIONAL BALLOT
HEARING AND CERTIFICATION OF ELECTION RESULTS**
MEC must convene no later than 2:00 p.m., Thursday after the election and
conduct a hearing on any ballots challenged and officially certifies the results.
Remember all results are unofficial until certified by the Municipal Election
Commission

September 17

FILE SUCCESSFUL CANDIDATES LIST

After certification of the election results determining the winners, a list of all the successful candidates must be given to the State Ethics Commission by this date

PROTESTED ELECTION DEADLINE

All candidates have 48 hours from the close of the polls to protest the results. Any protest must be filed in writing with the MEC within the 48 hour period from the close of the polls. The deadline to file a protest is Thursday, 7:00 p.m. If your election is protested, immediately contact your town attorney for representation

PROTEST HEARING DEADLINE

Within 48 hours of the filing of any protest, the MEC must notify all parties concerned and must conduct a protest hearing. It is very important that a record of the protest proceedings be kept. It is recommended that the MEC obtain the services of a court reporter or stenographer to provide this record. In the event that the MEC's decision is appealed, the court will need to have a copy of the protest hearing. Additionally, the MEC should prepare, with the assistance of the town attorney, a written order concerning its decision in the protested election. This order should be sent to all candidates involved in the protest

PROTEST HEARING APPEAL

Any candidate aggrieved by the decision has 10 days from the date of the decision to appeal to the Court of Common Pleas

Return of Election Material

Please return all materials provided in the election with the exception of the ballots voted and un-voted. The town is required to keep all ballots used and unused in the election for 24 months and then they may be destroyed. The county will pick up the voting booths as soon as possible after the election. The MEC must provide one copy of the officially certified election results to the town clerk and one copy to the Orangeburg County Election Commission

If you have any questions, please call as soon as possible. You can receive assistance by calling the Orangeburg County Voter Registration & Elections office at the following numbers:

533-6213	Howard Jackson
533-6210	Stephanie Sweatman
533-6211	Tonia Whetstone
533-6212	Vacant
533-6214	Vacant
533-6215	Fax

If we cannot be reached you may contact the State Election Commission at the following numbers:

(803) 734-9060	Main Number
(803) 734-9070	Chris Whitmire, Director of Public Information & Training
(803) 734-9064	Heather Sherman, Instructor/Training Coordinator



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Filing Forms

[Statement of Intention of Candidacy Form - Partisan](#)
 - For use by candidates who are seeking a political party's nomination to run in a general or special election.

Twitter & Facebook

[Statement of Intention of Candidacy Form - Nonpartisan](#) - For use by candidates filing for nonpartisan office.

FOLLOW US ON Twitter



[Petition Form](#) - For use by candidates filing a nominating petition.

Download Brochures

[Statement of Economic Interests and Campaign Disclosure](#). Forms, requirements, and filing instructions are available from the State Ethics Commission: <http://www.ethics.sc.gov/>.



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Forms require Adobe Acrobat to view. [Download Adobe Acrobat Reader for free.](#)

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SC.GOV - SC State Ethics Commission: Public Disclosure and Accountability Reporting

Electronic Filing

Accountability Reporting Electronic Filing

Welcome to the South Carolina State Ethics Commission Public Disclosure and Accountability Reporting System.

If you are not currently enrolled with our online service, you'll need to [create a user account](#). You only need to do this once. Please do not signup multiple times. If you are unsure whether or not you already have an account, please contact the State Ethics Commission at 803-253-4192.

The public will have access to these reports through the [Public Disclosure and Accountability Reporting System](#).

Login

<input type="text"/>	Username	<input type="text"/>	Forgot your username?
<input type="password"/>	Password	<input type="password"/>	Forgot your password?

Login

PETITION

State of South Carolina

County _____

Page must contain signatures of voters from only one county.

P U R P O S E	Candidate		If not candidate petition, enter statement of purpose: General Election for City Council for the City of Orangeburg for District ____ on _____
	Office		
	Election Date		

	Signature & Printed Name	Residence Address & Phone #	Precinct	VR# & DOB
1	<i>Signature</i>			<i>Voter Registration #</i>
	<i>Print Name</i>			<i>Date of Birth</i>
2	<i>Signature</i>			<i>Voter Registration #</i>
	<i>Print Name</i>			<i>Date of Birth</i>
3	<i>Signature</i>			<i>Voter Registration #</i>
	<i>Print Name</i>			<i>Date of Birth</i>
4	<i>Signature</i>			<i>Voter Registration #</i>
	<i>Print Name</i>			<i>Date of Birth</i>
5	<i>Signature</i>			<i>Voter Registration #</i>
	<i>Print Name</i>			<i>Date of Birth</i>
6	<i>Signature</i>			<i>Voter Registration #</i>
	<i>Print Name</i>			<i>Date of Birth</i>
7	<i>Signature</i>			<i>Voter Registration #</i>
	<i>Print Name</i>			<i>Date of Birth</i>
8	<i>Signature</i>			<i>Voter Registration #</i>
	<i>Print Name</i>			<i>Date of Birth</i>
9	<i>Signature</i>			<i>Voter Registration #</i>
	<i>Print Name</i>			<i>Date of Birth</i>
10	<i>Signature</i>			<i>Voter Registration #</i>
	<i>Print Name</i>			<i>Date of Birth</i>