Candidate's Guide to the Regular City Election

November 2, 2021

Prepared by the Office of the Iowa Secretary of State

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http://sos.iowa.gov/elections/candidates/index.html

For more information, please contact your city clerk or county auditor.

Important Note: The information provided in this guide has been compiled in the Iowa Secretary of State's Office to assist candidates and the public in meeting the requirements of Iowa's election laws. If any errors in compilation or computation have occurred, or if there have been amendments to the *Iowa Code* or *Iowa Administrative Code*, the provisions of the *Iowa Code, Iowa Administrative Code,* and the session laws shall prevail.

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Overview

What is the City Election?

The city election is held in odd-numbered years on the first Tuesday after the first Monday in November to elect city officers and vote on public measures. All cities will hold a regular city election. It is held in conjunction with the regular school election, so the election is known as the city–school election.

As part of the election process, a city may hold a city runoff after the regular city election if set by city ordinance.

[§39.3(3)]

Candidate Qualifications

A candidate must be an eligible elector in the city and city ward (if any) at the time of filing nomination papers and at the time of the election.

[§376.4(1)]

An eligible elector meets all requirements to register to vote but does not have to be registered to vote. An eligible elector must be:

- A citizen of the United States
- A resident of Iowa
- At least 18 years old

An eligible elector may not:

- Be a convicted felon (unless voting rights have been restored by the president or governor, including via Executive Order)
- Be currently judged incompetent to vote by a court
- Claim the right to vote in any other place

[§39.3(6)]

Controlling County Auditor

When a city, school district, or merged area (community college) crosses county lines, the auditor whose county has the largest taxable base is the “controlling auditor”. The controlling auditor is responsible for receiving candidate nomination papers and public measures, developing summaries, and certifying names and the text of public measures and summaries to all auditors for that political subdivision.

Each auditor is responsible for administering elections for cities, school districts, or portions thereof, for all voters within the auditor’s county. In a situation where a city or school district lies

in multiple counties, each auditor will print ballots and service voters for the portion within the auditor's county.

For city primary and runoff elections or special elections for cities, schools or merged areas, the non-control county auditor may designate the control county auditor to conduct the election if fewer than 125 registered voters of the shared jurisdiction reside in the non-control county.

[§47.2(2), 260C.15]

Nomination Papers

Candidates for the regular city election in cities without primary election provisions may be nominated by two methods:

1. Circulating nomination petitions (Chapter 45 nominations or runoff provisions)

2. Holding a non-party political organization (NPPO) nomination convention (Chapter 44 nominations)

   A NPPO is a political organization that is not a political party as defined by Iowa law.

   [§44.1, 376.3]

Check with the city clerk or controlling auditor to determine which nomination method is allowed and whether the city has a runoff provision.

Each candidate must file nomination papers with the county auditor or the city clerk, if designated by the controlling auditor. Check with the controlling auditor to determine the proper office for filing nomination paperwork. The affidavit of candidacy and nomination petitions or convention certificate must be filed together or they will be rejected.

[§376.4(1)(a)]

Copies of nomination papers are available at the city clerk's office, county auditor's office, or on the Secretary of State's website: http://sos.iowa.gov/elections/electioninfo/CityElections.html.

Filing Period

Nomination papers must be filed with the county auditor during the filing period. They cannot be filed before or after the filing period. The filing period is:

First day: Monday, August 23, 2021

Last day: Thursday, September 16, 2021 – 5:00 p.m.

There are no filing fees in Iowa.

[§376.4(1)(a)]

Preparing Nomination Papers

Affidavit of Candidacy

Each candidate must complete and file an affidavit of candidacy. The affidavit of candidacy form is available on the Secretary of State's website: http://sos.iowa.gov/elections/pdf/candidates/affidavit.pdf.

The affidavit should include the following information:

- Candidate's Name

  The candidate's name should be printed exactly as the candidate wishes the name to appear on the ballot. No parentheses, quotation marks, or titles (e.g. Dr., Mrs., etc.) may be included. Please provide the phonetic spelling of the candidate's name. This is helpful when producing audio ballots for voters who are visually impaired. Be as clear as possible. For example, Eisenhower = "EYES-in-how-er."

- Office Sought and Ward (if any)

  The name of the office and the city and city ward (if any) that the candidate is running for must be included.

- Vacancy Information

  Is the candidate running to fill a vacancy due to the death, resignation, removal, or temporary appointment of an office holder?

  The "yes" box must be checked if the candidate is running to fill the remainder of an unexpired term. This happens when an incumbent office holder resigned, died, or was removed from office before the end of the term and another officer was appointed (not elected) to fill the remainder of the unexpired term.

  Contact the city clerk or county auditor with questions about whether you are running to fill a vacancy.

- Type and Date of Election

  The 2021 Regular City–School Election will be held on Tuesday, November 2.

- Candidate's Home Address

  Candidates must provide their house number and street name. Mailing address, phone, and email are optional but do assist the county auditor, city clerk, and the public in contacting the candidate.

- Candidate's Affirmation, Signature and Notarization

  The affidavit must be notarized. A notarial officer must be present when the candidate signs the affidavit and the notarial officer will complete the verification on the bottom of the affidavit. Once an affidavit is notarized, the affidavit cannot be altered.

Affidavits missing any of the information listed below must be rejected:

- Candidate's name
- Office sought and ward (if any)
- Candidate's signature
- Signature of notary public

[§376.4]

The candidate's party affiliation should be left blank.

Nomination Petitions

Candidates must collect signatures on nomination petitions and file the petitions at the same time the affidavit of candidacy is filed. The nomination petition form is available on the Secretary of State's website: http://sos.iowa.gov/elections/pdf/candidates/nompetnonpartisan.pdf.

Candidate Information

Before anyone signs the petition, the required information in the candidate header of every petition page must be completed.

Best Practice: Complete the header on one petition page and make copies of that page so all petition page candidate headings are identical.

The information listed below must appear on each petition candidate header. Signatures cannot be counted on petition pages missing the following information:

- Candidate's Name

  The candidate's name should be printed exactly as the candidate wishes the name to appear on the ballot. No parentheses, quotation marks, or titles (e.g. Dr., Mrs., etc.) may be included.

- Office Sought

- City Ward (if any)

  The candidate must provide the city ward if there are any. Signatures on petition pages that do not provide the applicable city ward when required cannot be counted.

- Type and Date of Election

  The 2021 Regular City–School Election will be held on Tuesday, November 2.

- Signers' and Candidate's Affirmation of Residence

  The following statement must appear on each petition page:

  > *"We, the undersigned eligible electors of the appropriate county, city, school district, school or community college director district, or other district as established by law, hereby make the nomination outlined above. If the candidate named above accepts the nomination, we believe the candidate is or will be a resident of the appropriate county, city, school district, school or community college director district, or other district established by law as required by law."*

The following information also should appear on each petition header:

- Candidate's County and City of Residence

- Vacancy Information

  Is the candidate running to fill a vacancy due to the death, resignation, removal, or temporary appointment of an office holder?

  The "yes" box must be checked if the candidate is running to fill the remainder of an unexpired term. This happens when an incumbent office holder resigned, died, or was removed from office before the end of the term and another officer was appointed (not elected) to fill the remainder of the unexpired term.

  Contact the city clerk and county auditor with questions about whether you are running to fill a vacancy.

[§376.4]

Signature Requirements for Cities without Primary or Runoff Provisions (Chapter 45 nominations)

The minimum number of signatures needed is dependent on the size of the city.

- For cities with a population of 3,500 or greater: at least 25 signatures
- For cities with a population between 100 and 3,499: at least 10 signatures
- For cities with a population of 99 or less: at least 5 signatures

[§45.1(8)]

Elected by Ward

In cities where council members are voted on only by the residents of the ward, petition signers must live within the ward.

Elected At-Large

In cities where council members must be residents of a ward but are voted on by the entire city, petition signers may live anywhere in the city.

Signature Requirements for Cities with Runoff Provisions

The minimum number of signatures needed is at least 10 or two percent of the number of people who voted for the office at the last regular city election, whichever is greater.

[§376.4(1)(a)]

Ask the city clerk or controlling auditor for the minimum number of signatures needed.

Elected by Ward

In cities where council members are voted on only by the residents of the ward, petition signers must live within the ward.

Elected At-Large

In cities where council members must be residents of a ward but are voted on by the entire city, petition signers may live anywhere in the city.

[§376.4(1)(b)]

Collecting Signatures

Eligible electors of the city and ward (if applicable) may sign nomination petitions. See page 1 for the definition of an eligible elector.

Candidates may sign their own petitions assuming they are eligible electors of the city and ward (if applicable).

Candidates may begin collecting signatures at any time. However, the signers still must be eligible electors when the papers are filed for the signatures to count.

All signers must include the following information:

- A signature (the signature may be printed)
- The address of their residence

  This must include a house number, street name, and city. Providing a post office box only is not sufficient. A signer who is homeless should describe where the signer lives or write “homeless”.

[§376.4(2)]

There is no limit on the number of nomination petitions one elector may sign for different candidates.

Important Note: Petition signers often use “ditto” marks (“) when appropriate (e.g. when the name of a city or the date of signing the petition is the same as the previous signer). The use of ditto marks alone does not invalidate a signature.

Convention Certificate (Chapter 44 – Nominated by NPPO Convention)

Non-party political organizations (NPPOs) may make nominations by convention in some cities. Candidates who are not members of any political organization may not be nominated by convention.

Important Note: Candidates nominated by NPPO convention will not have the name of the NPPO follow their name on the ballot because the city election is a non-partisan election.

Minimum Number of Convention Attendees

At least 20 eligible electors must attend the convention and at least half of the precincts in the city must be represented by those electors. See page 1 for definition of eligible elector.

If the minimum attendance requirements are not met for the specific office for which a nomination is being made, the nominations made at the convention cannot be included on the ballot.

[§44.1]

Completing the Convention Certificate

The convention certificate must include the following information:

- Name of NPPO

  The name of the organization may not exceed five words and no part or version of the words Democratic or Republican may be used as part of the NPPO's name.

- Candidate's Name

- Office Sought and Ward (if any)

- Candidate's Home Address

  Candidates must provide their house number and street name.

- Names and Addresses of NPPO's Executive or Central Committee Members

- Method for Filling Ballot Vacancies

  NPPOs may specify the organization's provisions (if any) for filling vacancies in nominations. If it wishes to make a substitution for a ballot vacancy, the NPPO must file these provisions with the nomination paperwork filing officer.

- Affidavit and Addresses Chairperson and Secretary

  The chairperson and secretary of the convention must certify the certification of nomination from the convention. They also must include their places of residence.

- Names and Addresses of Each Delegate in Attendance at Convention

The convention certificate also should include the following information:

- Date of Convention

- Type and Date of Election

  The 2021 Regular City–School Election will be held on Tuesday, November 2.

- Vacancy Information

  Is the candidate running to fill a vacancy due to the death, resignation, removal, or temporary appointment of an office holder?

  The “yes” box must be checked if the candidate is running to fill the remainder of an unexpired term. This happens when an incumbent office holder resigned, died, or was removed from office before the end of the term and another officer was appointed (not elected) to fill the remainder of the unexpired term. Contact the city clerk and county auditor with questions about whether you are running to fill a vacancy.

When more than one candidate has been nominated at the same convention, those nominations may be added to the certificate by including the required information and using a separate sheet of paper.

[§44.3]

Filing Checklist

☐ **Review affidavit and nomination petition headers or convention certificate.**

Nothing can be added to a notarized affidavit, a petition header, or a convention certificate if there are signatures on the page. Nomination papers can be returned only to the filer if they have been rejected.

☐ **Count the signatures.**

Best Practice: File more than the required number of signatures since it is possible for signatures to be challenged. If there are signatures on a petition that should not be included, simply draw a line through the name. Those signatures will not be counted.

☐ **Make a copy of nomination papers for your own records.**

☐ **Bind your nomination papers together.**

Nomination papers may be rejected without examination if not bound together.

Best Practice: Use staples or a three-ring binder.

☐ **File both the affidavit and nomination petitions or convention certificate at the same time.**

☐ **File as early as possible.**

Nomination papers will be inspected for completeness before they are accepted for filing. If nomination papers are filed early, candidates may have time to correct any errors in rejected papers and resubmit them.

Nomination papers may be filed in person or by mail. When filing by mail, postmark dates are irrelevant. The controlling auditor or the city clerk, if designated by the controlling auditor, must receive the papers by 5:00 p.m. on the filing deadline. If candidates would like to be contacted when their nomination papers have been received, they should indicate that when they mail their papers and include a daytime phone number at which they can be reached.

Important Note: It is the responsibility of the candidate to ensure the nomination papers are received by the controlling auditor or the city clerk, if designated by the controlling auditor, before the deadline. Check with the controlling auditor to determine the proper office for filing nomination papers.

After Regular City Election Day

Cities without Runoff Provisions

Who Wins?

Candidates who receive the most votes, up to the number of seats to be filled, are declared elected. If there is a tie, the board of supervisors must draw lots.

[§50.44, 376.11(1)]

Write-In Votes

Write-In Candidate Wins and Accepts

If a write-in candidate wins and accepts, the candidate is declared elected as if their name had been printed on the ballot. The person does not need to file an affidavit of candidacy.

[§376.11(1)]

Write-In Candidate Wins and Declines

When a write-in candidate wins a city election and does not want the job, the winning candidate may submit a letter of resignation to the city clerk by 5:00 p.m. on the 10th day after the final county canvass. If the write-in winner does not resign within 10 days after the canvass, the office is vacant if the write-in winner fails to take the oath of office by the beginning of the next term.

[§376.11(1)]

If a letter of resignation is submitted within 10 days of the county canvass, the city clerk then notifies the person who received the next-highest number of votes. If there is a tie vote for the next highest number of votes, the board of supervisors draws lots to determine the person who received the next highest number of votes.

[§50.44, 376.11(2)]

If the next highest vote-getter accepts, the person is considered the duly elected officer.

Exception: A petition may be filed requesting a special election if the next highest vote-getter takes office. The petition must be signed by eligible electors of the city equal in number to 25% of the people who voted for the office in the election. The petition must be filed within 10 days of the city clerk notifying the next highest vote getter.

[§376.11(2)]

If the next highest vote-getter declines, the person must do so in writing within 10 days of the notice from the city clerk. If this occurs:

- The office is vacant at the end of the term.
- The vacancy must be filled pursuant to §372.13(2).
- If the council chooses to appoint, the appointment may be made before the end of the current term.

[§376.11(2)]

Cities with Runoff Provisions

Who Wins?

It depends. If a city has a runoff provision, all candidates must receive a majority of the votes cast to be declared elected at the regular city election.

Majorities in "Vote for No More Than One" Races

A simple majority is needed to be declared elected at the regular city election in a city with a runoff provision. A simple majority is at least one vote more than 50% of the total votes cast.

If no candidate receives a majority in this type of race, a runoff must be held between the two highest vote getters. For example, a runoff for the office of mayor will have two candidates on the runoff ballot.

[§376.8(2), 376.9(1)]

If there is a tie, the board of supervisors must draw lots.

[§50.44]

Majorities in At-Large Multi-Member Body Races

A majority is found by dividing the total number of votes cast for all candidates for that body by the number of positions to be filled then dividing that by 2 and adding 1. Total votes cast equals the votes cast for all candidates plus write-ins (do not include over and under votes).

If no candidate receives a majority in this type of race, or if not enough candidates received a majority to fill all the seats, a runoff will be held to fill the remaining seat(s). The number of candidates on the runoff ballot will equal twice the number of seats to be filled.

[§376.8, 376.9(1)]

Example: Happytown has a five member at-large city council and a runoff provision. At the regular city–school election, three at-large seats are on the ballot. There were eight candidates on the ballot and 15,876 total votes cast (TVC).

To determine the majority:

1. Divide the TVC by the number of seats to be filled: 15,876 ÷ 3 = 5,292

2. Divide that result in half: 5,292 ÷ 2 = 2,646

3. Increase that result by one: 2,646 + 1 = 2,647 (always round up if necessary)

The majority votes a candidate needs to win one of these three seats is 2,647.

The highest vote-getter, Tom, received 8,215 votes, so Tom won this council seat with a majority of the votes. A runoff is not necessary for this seat.

The second highest vote-getter, Nancy, received 2,488 votes. The third highest vote-getter, Mark, received 1,774 votes. Neither of these candidates received a majority (2,647), so two of the three council seats require a runoff between the highest vote-getters. The number of candidates on the runoff ballot will equal twice the number of seats to be filled. There are two seats left to be filled in Happytown so the four highest vote-getters who did not receive a majority will appear on the runoff ballot.

[§376.8]

Write-In Votes in Cities with Runoff Provisions

Write-In Candidate Receives Majority at Regular City Election and Declines

1. The winner must file a notice of resignation with the controlling auditor by 5:00 p.m. on the day following the final canvass.

2. All remaining persons who received write-in votes and who want to be on the run-off ballot must file an affidavit of candidacy with the controlling auditor by 5:00 p.m. on the fourth day following the final canvass. The auditor should notify the write-in candidates of this requirement.

3. The runoff election still must be held even if one of the remaining candidates has a majority of the votes after the write-in votes of candidates who fail to file an affidavit are disregarded.

[§376.11(4)]

Runoff Election Necessary and Write-In Votes were Cast for that Office

1. Everyone who received write-in votes and who wants to appear on the runoff election ballot must file an affidavit of candidacy with the controlling auditor by 5:00 p.m. on the day after the final canvass. The write-in votes received by a person who does not file an affidavit will be disregarded. The auditor should notify the write-in candidates of this requirement.

2. The runoff election still must be held even if one of the remaining candidates has a majority of the votes after the write-in votes of candidates who fail to file an affidavit are disregarded.

[§376.11(5)]

After the Runoff City Election

Who Wins?

Candidates who receive the most votes, up to the number of seats to be filled, are declared elected. If there is a tie, the board of supervisors must draw lots.

[§50.44, 376.9]

Write-In Votes

No affidavit of candidacy is required. The person is declared elected as if their name had been printed on the ballot.

[§376.11(1)]

Frequently Asked Questions

Can I run for more than one office?

Yes. If a candidate files nomination papers for both city and school office, then the candidate's name can appear under both offices on the same ballot. Separate sets of nomination paperwork must be filed with the appropriate filing officer for each office.

[§49.41)]

Can I hold more than one office?

Statewide elected officials, state senators, and state representatives cannot hold more than one elective office at time.

All other elected officials cannot hold more than one elective office at the same level of government at a time. For example, a person could serve on the school board and county board of supervisors, but a person could not serve on the county board of supervisors and serve as county auditor.

Exception: This prohibition against holding more than one office does not apply to:

- County agricultural extension council members
- Soil and water conservation district commissioners.

[§39.11]

What is the Hatch Act?

The Hatch Act restricts the political activities of people principally employed by state or local government executive agencies in connection with a program financed in whole or in part by federal loans or grants. For more information, contact:

U.S. Office of Special Counsel – Hatch Act Unit
1730 M. Street, N.W. Suite 218
Washington, D.C. 20036-4505
1-800-854-2824 or 202-254-3650
hatchact@osc.gov
www.osc.gov/hatchact.htm

Who do I contact with questions about nomination papers, filing procedures, and lists of registered voters?

The Elections Division of the Secretary of State's Office is available to assist with questions about the filing process and to provide lists of registered voters.

- Phone: 1-888-SOS-VOTE or (515) 281-0145
- Email: sos@sos.iowa.gov
- Mail: Lucas Building, 1st Floor
  321 E. 12th Street
  Des Moines, IA 50319

The Secretary of State's website also provides useful information for candidates on these topics: sos.iowa.gov/elections/candidates/index.html.

Where can I find information about campaign disclosure and ethics requirements?

For information about candidates' ethics and campaign filing responsibilities and deadlines, please contact the Iowa Ethics and Campaign Disclosure Board at (515) 281-4028 or www.iowa.gov/ethics.

2021 Regular City Election and City Runoff Election Candidate's Calendar

Date	Event	Code Cite
Monday, August 23	**Regular City Election Candidate Filing Begins** First day to file nomination papers with the county auditor or designated city clerk.	§376.4(1)(a)
Thursday, September 16 5:00 p.m.	**Regular City Election Candidate Filing Deadline** Last day to file nomination papers with the county auditor or designated city clerk. Deadline is 5 p.m.	§376.4(1)(a)
Tuesday, September 21 5:00 p.m.	**Regular City Election Candidate Withdrawal Deadline** Last day for candidates to withdraw by filing a written request with the county auditor or designated city clerk. Deadline is 5 p.m.	§44.9(6), 376.4(7)
	Regular City Election Candidate Objection Deadline Last day to file written objections to nomination papers or eligibility of a candidate with the county auditor or designated city clerk. Deadline is 5 p.m.	§44.4(2), 376.4(7)
Monday, October 4 5:00 p.m.	**Regular City Election Satellite Absentee Voting Station Petition Deadline** A petition requesting a satellite absentee voting station must be filed with the county auditor no later than 5 p.m.	§53.11(2)(b)
Monday, October 18	**Regular City Election Worry–Free Postmark Date** Mailed voter registration forms which are postmarked on or before today are considered on time to be pre-registered for the regular city election even if they are received after the pre-registration deadline.	§48A.9(3)
	Regular City Election Voter Pre-Registration Deadline The deadline to pre-register to vote for the regular city election is 5 p.m. **Exception:** Mailed voter registration forms postmarked on or before the worry–free postmark date are considered on time even if they are received after 5 p.m. today.	§48A.9(1)
	Regular City Election Absentee Ballot by Mail Request Deadline Last day to request an absentee ballot be mailed. Deadline is 5 p.m.	§53.2(1)(b)
Monday, November 1	**Regular City Election Absentee Ballot In-Person Deadline** Last day to request and vote an absentee ballot in person at the county auditor's office.	§53.2(1)(a)
Tuesday, November 2	**Regular City Election Day** Polls are open from 7 a.m. until 8 p.m.	§49.73(1), 49.73(3), 376.1
Thursday, November 4	**Special Precinct Board Convened for Regular City Election** The auditor may convene the special precinct board no earlier than noon to consider provisional ballots and UOCAVA and Safe at Home ballots that were postmarked the day before the election or earlier.	§50.21, 50.22

Date	Event	Code Cite
Monday, November 8/ Tuesday, November 9	**1st–Tier County Canvass of Votes for Regular City Election (Final Canvass if Jurisdiction is in Only One County)** May occur on Monday or Tuesday.	§50.24(1)
Tuesday, November 9 5:00 p.m.	**City Runoff Election Satellite Absentee Voting Station Petition Deadline** A petition requesting a satellite absentee voting station must be filed with the county auditor no later than 5 p.m.	§53.11(2)(c)
Tuesday, November 9/ Wednesday, November 10	**Recount Request Deadline for Cities with Runoff Provisions** Written requests must be filed in the county auditor's office by 5 p.m. the day after the first canvass of votes.	§50.48(7)
	Last Day for Write-in Candidates to File Affidavit of Candidacy for City Runoff Election if 1st–Tier Canvass was the Final Canvass In cities with runoff provisions, candidates who received write-in votes at the regular city election must file an affidavit of candidacy not later than the day after the canvass to become eligible for the city runoff election. Deadline is 5 p.m.	§376.11(5)
Thursday, November 11	**Veteran's Day Observed – State Offices Closed**	§1C.1
Thursday, November 11 / Friday, November 12 5:00 p.m.	**Recount Request Deadline for Cities without Runoff Provisions** Written requests must be with the county auditor by 5 p.m. the third day following the canvass. If county office is closed on Veterans Day, recount requests normally due on Thursday November 11 move to Friday November 12 at 5 p.m.	§50.48(1)
Friday, November 12	**Regular City Election Contest Notice Deadline** Statement of intent to contest election must be filed in the city clerk's office no later than 10 days after the election.	§376.10
Monday, November 15	**City Runoff Election Worry–Free Postmark Date** Mailed voter registration forms which are postmarked on or before today are considered on time to be pre-registered for the runoff city election even if they are received after pre-registration deadline.	§48A.9(3)
	City Runoff Election Pre-Registration Deadline The deadline to pre-register to vote for the runoff city election is 5 p.m. **Exception:** Mailed voter registration forms postmarked on or before the worry–free postmark date are considered on time even if they are received after 5 p.m. today.	§48A.9(1)
	City Runoff Election Absentee Ballot by Mail Request Deadline Last day to request an absentee ballot be mailed. Deadline is 5 p.m.	§53.2(1)(b)

Date	Event	Code Cite
Monday, November 15/ Tuesday, November 16	**2nd–Tier County Canvass of Votes for Regular City Election (Final Canvass if Jurisdiction is in More Than One County)**	§50.24(3A)
Tuesday, November 16/ Wednesday, November 17 5:00 p.m.	**Last Day for Write-in Candidates to File Affidavit of Candidacy for City Runoff Election if 2nd–Tier Canvass was the Final Canvass** In cities with runoff provisions, candidates who received write-in votes at the regular city election must file an affidavit of candidacy not later than the day after the canvass to become eligible for the city runoff election. Deadline is 5 p.m.	§376.11(4)
Thursday, November 25/ Friday, November 26	**Thanksgiving Holiday – State Offices Closed**	§1C.1
Monday, November 29	**City Runoff Election Absentee Ballot In-Person Deadline** Last day to request and vote an absentee ballot in person at the county auditor's office.	§53.2(1)(a)
Tuesday, November 30	**City Runoff Election Day (if necessary)** Runoff is only held in cities with runoff provisions for offices in which no one received a majority of votes at the regular city election or if a write-in winner refused the office. Polls are open from 7 a.m. until 8 p.m.	§49.73(1), 376.9, 376.11
Wednesday, December 1	**Special Precinct Board Convened at Noon for City Runoff Election** The auditor may convene the special precinct board no earlier than noon to consider provisional ballots and UOCAVA and Safe at Home ballots that were postmarked the day before the election or earlier.	§50.21, 50.22
Thursday, December 2	**1st–Tier County Canvass of Votes for City Runoff Election (Final Canvass if Jurisdiction in Only One County)**	§50.24
Friday, December 3	**City Runoff Election Recount Request Deadline** Written requests for a recount must be filed with the county auditor by 5 p.m. on the third day after the canvass of votes.	§50.48(1)(a)
Monday, December 6/ Tuesday, December 7	**2nd–Tier County Canvass of Votes for City Runoff Election (Final Canvass if Jurisdiction in More Than One County)** May occur either Monday or Tuesday.	§50.24

Date	Event	Code Cite
Friday, December 10	**City Runoff Election Contest Notice Deadline** Statement of intent to contest election must be filed in the city clerk's office no later than 10 days after the election.	§376.10