



SECRETARY OF THE STATE
30 TRINITY STREET
HARTFORD, CT 06106

TO ALL TOWN CLERKS:

December 28, 2015

We are enclosing five forms of Notice in connection with the election of Town Committee members under the State Primary Law.

Two of these are the forms of Notice of Party-Endorsed Candidates which the municipal clerk is required to publish under Conn. Gen. Stat. §9-395. The Secretary of the State is required to prescribe the form of such notice, and one copy of each of our prescribed forms for Town Committee At-Large (ED-611) and Town Committee from Political Subdivisions (ED-611a) is enclosed.

We have also enclosed Failure to Endorse forms (ED-613 and ED-613a) which the municipal clerk must publish when no endorsements are made. In addition to the normal failure to endorse situation, this will also occur in those towns whose parties have adopted the direct primary method of election.

The fifth form of notice is the Notice of Primary (ED-612) which the municipal clerk must publish under §9-435. Although we are not required to prescribe this form, we have prepared a suggested form for your convenience. This form also incorporates the notice which the registrar of voters must give to you under said §9-435.

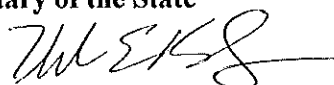
In order to reduce the likelihood of inadvertent failures-to-endorse, you may wish to remind the party officials in your town that (a) all party endorsements may be made only between January 5 and January 12, 2016, and (b) endorsements must be certified to you by 4:00 p.m. of January 13, 2016. If an endorsement is not made between these dates, this does not produce a "vacancy" which may be filled by a later endorsement under party rules. (The only vacancies in endorsement which may be so filled are those resulting from withdrawal or death of a candidate originally endorsed at the proper time.) Moreover, the failure to file a timely certification nullifies an otherwise timely endorsement.

You may also wish to remind the town chairmen that §9-390 requires the town chairman or his designee to give newspaper notice of date, time, location and purpose of a caucus at least five full days prior to the caucus, unless party rules require earlier notice.

Please call us at (860) 509-6100 whenever this office can be of service to you.

Sincerely,

DENISE MERRILL
Secretary of the State

By: 
Theodore E. Bromley
Staff Attorney

Enclosures: ED-611, ED-611a, ED-613, ED-613a, ED-612

Informational copies to:

Registrars of Voters

[G:\massmail\2015\12-15\tc-not.doc]

FROM THE OFFICE OF THE SECRETARY OF THE STATE
30 Trinity Street, Hartford CT 06106

Prescribed form of Legal Notice re:
PARTY-ENDORSED Candidates for TOWN COMMITTEE AT-LARGE
(including Notice of "Underendorsement", if any)
to be published by Clerk of Municipality under §9-395 of the General Statutes

LEGAL NOTICE

A certified list of _____ party-endorsed candidates for
(number) (party)
the town of _____ for election as Members of the Town
(town)
Committee At-Large is on file in my office at _____,
(address)

Connecticut and copies are available for public distribution. The number of
Town Committee Members to be elected, under party rules, is _____.

A Primary will be held March 1, 2016, if _____ candidacies (which
(number)
is at least 25% of the number of town committee members to be elected by such
party in the municipality) are filed in accordance with §§9-382 to 9-450,
inclusive, of the General Statutes, by persons other than party-endorsed
candidates, not later than 4:00 p.m. of January 27, 2016, provided the number
of such candidacies plus the number of endorsed candidates, exceeds the number
of town committee members to be elected. (If the number of opposing
candidacies filed is reduced to less than such 25%, no primary will be held.)
Petition forms, instructions and information concerning the procedure for
filing opposing candidacies, may be obtained from

_____, Registrar of Voters,
(name of registrar) (party)

(address)

Municipal Clerk of

(town)

FROM THE OFFICE OF THE SECRETARY OF THE STATE
30 Trinity Street, Hartford CT 06106

Prescribed form of Legal Notice re:
PARTY-ENDORSED candidates for TOWN COMMITTEE FROM POLITICAL SUBDIVISION
(including Notice of "Underendorsement", if any)
to be published by Clerk of Municipality under §9-395 of the General Statutes

LEGAL NOTICE

A certified list of _____ party-endorsed candidates
(party)
for the town of _____ for election as Members of
the Town Committee from the _____ is on file
(specify political subdivision(s))
in my office at _____ Connecticut
(address)
and copies are available for public distribution.

The number of Town Committee members to be elected, under party rules, and the
number of names of candidates included in the certificate from each political
subdivision specified, is as follows:

<u>NUMBER TO BE ELECTED</u>	<u>NUMBER CERTIFIED</u>	<u>POLITICAL SUBDIVISION</u>
-----------------------------	-----------------------------	------------------------------

A primary will be held March 1, 2016, in each of the above political subdivisions
in which candidacies numbering at least 25% of the number of Town Committee
members to be elected by such party in such political subdivision are filed in
accordance with §§9-382 to 9-450, inclusive, of the General Statutes by persons
other than party-endorsed candidates not later than 4:00 p.m. of January 27, 2016,
provided the number of such candidacies, plus the number of endorsed candidates
for such political subdivision, exceeds the number of town committee members to be
elected. (If the number of opposing candidacies filed is reduced to less than
such 25% in any subdivision, no primary will be held.) Petition forms,
instructions, and information concerning the procedure for filing opposing
candidacies, may be obtained from _____,

(name of registrar)
_____, Registrar of Voters, _____
(party) (address)

Municipal Clerk of

(town)

FROM THE OFFICE OF THE SECRETARY OF THE STATE
30 Trinity Street, Hartford CT 06106

Prescribed form of Legal Notice re:
FAILURE TO RECEIVE CERTIFICATION OF ANY PARTY-ENDORSED
CANDIDATES FOR TOWN COMMITTEE AT-LARGE
to be published by Clerk of Municipality under §9-395 of the General Statutes

LEGAL NOTICE

Notice is hereby given that I failed to receive within the time limited in §9-391 of the General Statutes the certifications of the names of any persons as party-endorsed candidates of the _____ Party for election as members of the town committee of said party in the Town of _____. The number of town committee members to be elected, under party rules, is _____ (number).

Notice is also hereby given that a primary will be held on March 1, 2016 if more than one petition containing at least _____ (number) candidacies (which is at least 25% of the number of town committee members to be elected by such party in the municipality) are filed in accordance with §§9-382 to 9-450, inclusive, of the General Statutes by persons whose names appear upon the last completed enrollment list of said party, provided the total number of such candidacies exceeds the number to be elected to said town committee. A petition containing the required number of signatures must be filed not later than 4:00 p.m. of January 27, 2016.

Petition forms, instructions and information concerning the procedure for filing opposing candidacies, may be obtained from _____ (name of registrar), _____ Registrar of Voters, _____ (address), _____ (party).

Municipal Clerk of

(town)

FROM THE OFFICE OF THE SECRETARY OF THE STATE
30 Trinity Street, Hartford CT 06106

Prescribed form of Legal Notice re:
FAILURE TO RECEIVE CERTIFICATION OF ANY PARTY-ENDORSED
CANDIDATES FOR TOWN COMMITTEE IN CERTAIN POLITICAL SUBDIVISIONS
to be published by Clerk of Municipality under §9-395 of the General Statutes

LEGAL NOTICE

Notice is hereby given that I failed to receive within the time limited in §9-391 of the General Statutes the certifications of the names of any persons as party-endorsed candidates of the _____ Party for election as members of the town committee of said party in the Town of _____ from the political subdivisions specified below:

The number of town committee members to be elected, under party rules, from each political subdivision specified, is as follows:

<u>NUMBER</u>	<u>POLITICAL SUBDIVISION</u>
---------------	------------------------------

Notice is also hereby given that a primary will be held on March 1, 2016 in each of the above political subdivisions in which candidacies numbering at least 25% of the number of Town Committee members to be elected by such party in such political subdivision are filed in accordance with §§9-382 to 9-450, inclusive, of the General Statutes by persons whose names appear upon the last-completed enrollment list of said party, provided the number of such candidacies for such political subdivision exceeds the number of town committee members to be elected. A petition containing the required number of signatures must be filed not later than 4:00 p.m. of January 27, 2016. Petition forms, instructions, and information concerning the procedure for filing opposing candidacies may be obtained from _____, _____
(name of registrar) (party)

Registrar of Voters, _____
(address)

Municipal Clerk of

(town)

FROM THE OFFICE OF THE SECRETARY OF THE STATE
30 Trinity Street, Hartford CT 06106

Suggested form of Legal Notice re:
NOTICE OF PRIMARY FOR TOWN COMMITTEE
to be published by Clerk of Municipality under §9-435 of the General Statutes
(Municipal Clerk is to publish this notice, record same,
and send one copy to the Secretary of the State)

NOTICE OF PRIMARY OF _____ PARTY

"To the Clerk of Municipality of _____ (by name and title):
Notice is hereby given that a Primary of the _____ Party will be held on
March 1, 2016 for the election of members of the Town Committee*.

Notice is also hereby given that the following are the party-endorsed candidates
of the _____ Party for election as members of the Town Committee*,
together with the street addresses of said candidates:

NAME

ADDRESS

Notice is also hereby given that the following enrolled members of the _____
Party have filed petitions in conformity with §9-406 of the General Statutes as
candidates for election to the Town Committee*, and that their names will appear on the
ballot label as follows**:

NAME

ADDRESS

Dated at _____, Connecticut, this _____ day of _____, 20____

Registrar of Voters of _____ Party"

The foregoing is a copy of the notice which I received from _____,
Registrar of Voters of the _____ Party, in accordance with §9-435 of the General
Statutes. As provided in said notice, a Primary of the _____ Party for
election of members of the Town Committee* will be held on March 1, 2016; the hours of
voting at said Primary will be from 6:00 a.m. to 8:00 p.m.; and the location of the polls
will be as follows:

VOTING DISTRICT

LOCATION OF POLLING PLACE

Absentee ballots will be counted at the following central location _____***

Dated at _____, Connecticut, this _____ day of _____, 20____.

Clerk of the Municipality

*Where Town Committee is elected from political subdivisions, add "from the political
subdivision specified".

**Where all names appeared in one petition, list alphabetically. Where more than one
petition, group alphabetically those names appearing in each petition and group the
petitions in the order specified in §9-437(e) of the General Statutes.

***Include only when central counting has been designated under §9-147a of the General
Statutes.