



SECRETARY OF THE STATE  
30 TRINITY STREET  
HARTFORD, CT 06106

TO ALL TOWN CLERKS:

December 14, 2019

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 7 and January 14, 2020, and (b) endorsements must be certified to you by 4:00 p.m. of January 15, 2020. 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  
Director of Elections

Enclosures: ED-611, ED-611a, ED-613, ED-613a, ED-612  
Informational copies to: Registrars of Voters

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

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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

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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 3, 2020, 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 29, 2020, 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>
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A primary will be held March 3, 2020, 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 29, 2020,  
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

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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

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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 3, 2020 if more than one petition containing at least \_\_\_\_\_ 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 29, 2020.

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

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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

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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>
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Notice is also hereby given that a primary will be held on March 3, 2020 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 29, 2020. 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 3, 2020 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 3, 2020; 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.