

## 2022 Ward 2 Appointment Process Guide – Electronic Submission

Date	Requirement	Y/N
Before 4:30 pm on February 16, 2022	Candidate collects 25 endorsements for their nomination on the Endorsement of Nomination Form	
Before 4:30 pm on February 16, 2022	Candidate compiles supplemental documentation to support their nomination	
Before 4:30 pm on February 16, 2022	Candidate completes the Nomination Form and signs	
Before 4:30 pm on February 16, 2022	All completed forms are uploaded to the City of Mississauga's Front Desk application	
Before 4:30 pm on February 16, 2022	Candidate books a virtual appointment to show proof of identification	
Before 4:30 pm on February 16, 2022	At the virtual meeting an Election Official ensures that the information provided on the identification matches the information provided on the Nomination Form  If satisfied, the Election Official electronically signs* the Nomination Form through DocuSign confirming that the nomination package has been received	
After 12 pm on February 17, 2022	The City Clerk will review the nomination packages, and, if satisfied, will electronically sign* the Nomination Form through the DocuSign application	

*\*Note: The City Clerk and/or their designate, at their discretion, may chose to physically sign any document submitted under this procedure.*

## 2022 Ward 2 Appointment Process Guide – In Person Submission

Date	Requirement	Y/N
Before 4:30 pm on February 16, 2022	Candidate collects 25 endorsements for their nomination on the Endorsement of Nomination Form	
Before 4:30 pm on February 16, 2022	Candidate compiles supplemental documentation to support their nomination	
Before 4:30 pm on February 16, 2022	Candidate completes the Nomination Form and signs	
Before 4:30 pm on February 16, 2022	Candidate contacts the Mississauga Elections Office at <a href="mailto:elections.office@mississauga.ca">elections.office@mississauga.ca</a> to book an appointment to submit their nomination package in person	
Before 4:30 pm on February 16, 2022	Upon submission of the nomination package, candidate will show proof of identification	
Before 4:30 pm on February 16, 2022	Upon submission of the nomination package, an Election Official will ensure that the information provided on the identification matches the information provided on the Nomination Form  If satisfied, the Election Official will sign the Nomination Form confirming that the nomination package has been received	
After 12 pm on February 17, 2022	The City Clerk will review the nomination packages, and, if satisfied, will sign the Nomination Form	