

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	<p>At the virtual meeting an Election Official ensures that the information provided on the identification matches the information provided on the Nomination Form</p> <p>If satisfied, the Election Official electronically signs* the Nomination Form through DocuSign confirming that the nomination package has been received</p>	
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 elections.office@mississauga.ca 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	<p>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</p> <p>If satisfied, the Election Official will sign the Nomination Form confirming that the nomination package has been received</p>	
After 12 pm on February 17, 2022	The City Clerk will review the nomination packages, and, if satisfied, will sign the Nomination Form	