



CANDIDATE NOMINATION PROCESS FREQUENTLY ASKED QUESTIONS

BECOMING A CANDIDATE

This document is intended to be an informal introductory guide for prospective nomination contestants. Individuals should refer to the [Nomination Rules](#) and the [Constitution](#) of the Ontario Liberal Party for a definitive list of rules and procedures governing this process.

I am considering being a candidate for the Ontario Liberal Party, what do I need to know?

First, you should familiarize yourself with the following documents:

The [Constitution](#) of the Ontario Liberal Party governs all matters of the Party including candidate nomination and membership rules. Section 11 specifically deals with the nomination of candidates.

The [Nomination Rules](#) of the Ontario Liberal Party outline specific rules and procedures governing the nomination process. These rules have been adopted in accordance with the Constitution.

The Ontario Liberal Party has recently adopted new [Rules of Procedure for Membership](#) which outline all of the processes and procedures used by the Party including those relating to membership and recruitment.

In addition to reviewing these documents, you should also familiarize yourself with relevant sections of Ontario's [Elections Finances Act](#) and the filing requirements imposed by Elections Ontario once you receive approval as an Approved Nomination Contestant or before incurring campaign expenses.

Why should I submit the Vetting and Nomination Papers separately?

Vetting Papers can be described as an application form and is required to begin the process of becoming a nomination contestant.

Nomination Forms are required when a nomination contestant has been approved by the Vetting Committee and when their name appears on a Nomination Plan that has been adopted. Nomination papers must be submitted no later than 7 days after the Nomination Plan of the relevant Constituency Association has been adopted.

Where do I request a copy of the Nomination and Vetting Papers?

To request Vetting and Nomination Papers visit ontarioliberal.ca/nominations and complete the request form.

Is there anything else that I am required to submit along with my Vetting Forms?

In addition to the Vetting and Nomination Forms you are required to submit the following:

- A copy of your [credit score](#), a request can be made through **TransUnion** or **Equifax**.
- A **criminal record** check which can be requested through your local Police Service.
- The **processing fee** of \$2500 or, if you are a woman \$1250; or if you are under the age of 30, \$500.

What type of payment will you accept for the Processing fee?

The processing fee must be paid by cheque from the nomination contestant's personal bank account. The processing fee is not a campaign expense.

How do I submit the completed nomination Package?

The signed original must be submitted by mail to:

Ontario Liberal Party
Attention: Nomination Commissioner
344 Bloor Street West, Suite 404
Toronto ON M5S 3A7

Certain appendices and attachments (such as a candidate social media publications) must be submitted electronically in searchable/machine readable format to: nominations@ontarioliberal.ca.

I just sent in my completed forms, what happens next?

The Candidate Vetting Committee will review your package to ensure everything is complete. If your forms are incomplete or additional information is required, someone will contact you to let you know what is needed to complete the form.

Once we have verified that your package is complete, the Candidate Vetting Committee will take some time to review your application. Applicants who meet all of the requirements will then be contacted to conduct an interview.

Once I receive approval from the vetting committee does it mean that I am a nomination contestant?

No. Approval from the vetting committee does not mean you are a nomination contestant for a particular constituency association. The approval means that you are eligible to be a contestant but does *not* guarantee you will be included in the Nomination Plan for that Constituency Association.

Each Constituency Association puts forward a draft Nomination Plan that proposes the date, location, and the names of approved nomination contestants. The Nomination Commissioner may ask specific Constituency Associations to submit names that will help ensure that the Ontario Liberal Party has a team of candidates that reflects the demographic make up of the province (for example, in some cases, ridings may be asked to only submit names of candidates who are women).

Also, the leader may decide to exercise the right to appoint a candidate for a particular constituency.

NOMINATION FINANCES & ELECTIONS ONTARIO COMPLIANCE

What are the Elections Ontario rules that govern nomination contests?

In addition to the party's Constitution and Rules, the nomination process is also governed by the [Election Finances Act](#). Elections Ontario imposes various requirements on Nomination Contestants, all of which you must comply with. For more information, please consult the [Nomination Contestants](#) section of the Elections Ontario website. We would encourage you to seek legal advice or contact Elections Ontario directly if you have questions about how these rules may apply to you.

Do I need to have a Financial Agent?

Yes, all nomination contestants must have a Financial Agent. In accordance with the [Election Finances Act](#), a financial agent is required as soon as a nomination contestant incurs an expense or accepts a contribution.

How do I open a bank account?

Visit your preferred financial institution and open a new account in the name of the financial agent (John Doe, Financial Agent). Elections Ontario has prepared a form to assist financial institutions in opening bank accounts for political entities. We recommend that you bring the completed copy to the bank.

What are the contribution limits?

The annual contribution limit to registered provincial political entities in Ontario is as follows:

- In 2020, the limit is \$1,625
- In 2021, the limit is \$1,650
- In 2022, the limit is \$1,675

An individual may make contributions of up to the above amount to the Ontario Liberal Party in a given year, and separately make contributions of up to the above amount to constituency associations/nomination candidates. In 2022, an individual may also make contributions of up to the above amount to nominated Ontario Liberal candidates once an election is called.

Please note that all contributions toward any constituency associations and any nomination contestants of the Ontario Liberal Party count toward the same annual limit in a given year. This means that if you have already given the maximum to a constituency association, you cannot contribute to any nomination contestant in that year.

Are contributions to a nomination eligible for a tax receipt?

Contributions to a nomination contestant are not eligible for a tax receipt but as per the above, there are limits to your annual contribution. Contributions to a constituency association or a nomination candidate during an election are eligible for generous tax credits. The amount of your tax credit depends on how much you give. [View tax credit information for this year here.](#)

When can I say that I am a Candidate?

No person can represent themselves as a Candidate of the Ontario Liberal Party until they are officially nominated at a nomination meeting (regardless if that candidate will be acclaimed).

Can I use the Ontario Liberal logo in any of my promotional material?

You may not use any version or representation of the logos of the Ontario Liberal Party or the Liberal Party of Canada in any material for your nomination campaign.

CONTACT

Who do I contact if I have questions about the nomination process?

Contact the Ontario Liberal Party's Nominations Team at nominations@ontarioliberal.ca.