

CIRCULATING PETITIONS

A. Each petition submitted must consist of:

- 1) The Petition Warning Page
- 2) A Map of the Designated Area
- 3) Signature Page(s)

B. Section 2.1.7 of the Hearing Policies and Procedures outlines the Department's Instructions for Petitions:

- 1) Petitions opposing or supporting the license or Application may be circulated by the Applicant/Licensee, by any Party in Interest, or by a representative of the Applicant/Licensee or any Party in Interest. Petitions are not required, nor are they the only method to establish the reasonable requirements and/or desires of the adult inhabitants of the Designated Area.
- 2) Petitions must be circulated in a manner provided by the Department.
- 3) Petition circulators must be eighteen (18) years of age or older, but do not need to be residents of the Designated Area.
- 4) Circulators may begin gathering petitions on the day following the date that notice posting commences. Signatures obtained before this date will not be considered by the Department.
- 5) Any signature not in compliance with the following requirements shall be disqualified from consideration:
 - a. Signatures may be obtained only from individuals who reside in the Designated Area and are at least twenty-one (21) years of age, or individuals who own or manage a business within the Designated Area, or in the case of a medical marijuana hearing, individuals who reside in the Designated Area and are at least eighteen (18) years of age and are registered as a medical marijuana patient with the State.
 - b. Petitions must be signed in the presence of the petition circulator.
 - c. Individuals signing the petition must respond to each and every question presented on the petition.
- 6) A Person may sign no more than one petition regarding the same Application/license. If a person wants to change his or her position regarding the issuance of the license, that person must appear at the hearing and request that his or her name be stricken from one petition and added to the other.
- 7) Petitions must be pre-filed with the Department at least seven (7) days prior to the date of the hearing. Petition circulators must sign a notarized affidavit provided by the Department which states he/she has complied with circulation procedures.
- 8) If the hearing is continued, Circulators may continue gathering petitions until the date of the hearing.
- 9) Any Party in Interest seeking a copy of the petitions must do so in writing. The Department shall make pre-filed petitions available to Parties in Interest upon such request.
- 10) Any Applicant, Licensee, Party in Interest or City Attorney may challenge the validity of petition signatures and addresses that do not meet the requirements set out in these instructions. A hearing officer may allow such parties additional time after the hearing to file objections to

petitions signatures. The Department reserves the right to verify all signatures and to strike any signatures that do not meet these requirements.

Applicant Acknowledgement

I have read and understand the above requirements for the circulation of petitions in matters before the Department of Excise and Licenses.

Signature

Date