



*Republic of Liberia*

# National Elections Commission (NEC)



## **G**UIDELINES **R**ELATING TO THE **R**EGISTRATION OF **P**OLITICAL **P**ARTIES AND **I**NDEPENDENT **C**CANDIDATES

Approved on June 01, 2009

Amended on March 30, 2011

## **PREAMBLE**

**Whereas**, Article 89 of the January 6, 1986 Constitution of the Republic of Liberia established the Elections Commission as an autonomous public commission;

**Whereas**, the Legislature consistent with the powers granted said body by the Constitution enacted the New Elections Law of 1986 for the governance of the Commission;

**Whereas**, the National Transitional Legislative Assembly (NTLA) established by the 2003 Accra Comprehensive Peace Agreement (CPA) performed the legislative functions of the Liberian State during the Transition;

**Whereas**; the NTLA enacted the 2004 Electoral Reform Law thus suspending certain provisions of the Constitution and amending sections of the New Elections Law of 1986;

**Whereas**; on 16 January 2006 all suspended provisions of the Constitution were restored which necessitate the issuance of new guidelines regulating the registration of political parties and independent candidates:

**NOW THEREFORE: PURSUANT TO** its authority herein above stated, the National Elections Commission hereby promulgates the following guidelines:

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## **PART I**

### **CHAPTER I: GENERAL PROVISIONS**

#### Section 1: **Citation**

These guidelines may be cited as the political party and independent candidate registration guidelines. They shall also relate to political activities, nomination of candidates by political parties and independent candidates within the Republic of Liberia.

#### Section 2: **Definitions**

- 2.1. In these guidelines unless the context otherwise requires:
- a. “Commission” means the National Elections Commission;
  - b. “Constitution” means the Constitution of the Republic of Liberia of 6 January 1986 certain provisions of which were suspended by the 2004 Electoral Reform Law restored on 16 January 2006;
  - c. “Political Party” means an association with a membership of not less than five hundred (500) qualified voters in each of at least six (6) counties whose activities include canvassing for votes on any public issue or in support of a candidate for elective public office;
  - d. “Independent Candidate” means a person seeking electoral post or office with or without his own organization, acting independently of a political party;
  - e. “Registration” means the registration of a political party or independent candidate by the National Elections Commission pursuant to Article 79 of the Constitution by which legal personality is vested in the entity or individual who is entitled to function as such.
  - f. “Qualified Voter” means a registered voter. *[Amended in 2011]*
- 2.2. For the purposes of implementing these guidelines, a member of a political party shall be a qualified voter who has decided to associate with a political party consistent with the Elections Law of Liberia. No person shall be a member of more than one political party at the same time.

### **CHAPTER II: ORGANIZING A POLITICAL PARTY**

#### Section 3: **Notification to the Commission and Canvassing For Membership**

- 3.1. The organizing committee of a proposed political party wishing to register a political party shall notify the Commission of its intention to canvass for members in order to meet the minimum membership requirements as provided by the Electoral Reform Law. The form of notification shall be in prescribed **Form PP-001**, a specimen of which is contained in Annex 1 hereto, and must be notarized.
- 3.2. The organizing committee shall submit the following documents along with its notification to the Commission:
- (a) A notarized list of not less than seventy-five (75) qualified voters constituting the organizing committee of the proposed political party,

indicating the address including post box, the phone number, age, sex, signatures or fingerprints, and other details of each member. The list shall be geographically balanced (five (5) members from each of the fifteen (15) counties);

- (b) An original copy of the by-laws and constitution of the proposed political party;
- (c) An original copy of the Articles of Incorporation of the proposed party;
- (d) The emblem and motto of the proposed political party;
- (e) The objectives and ideology of the proposed political party and the independent candidate and or his/her organization;
- (f) The address and location of the proposed political party headquarters and that of the independent candidate and/or his/her organization which includes its post office address;
- (g) A declaration providing that membership of the proposed political party shall be opened to every Liberian citizen irrespective of sex, religion, or ethnic background except as may be otherwise provided by the Constitution.

- 3.3. The objective and ideology, name, emblem and motto of the proposed political party shall be distinct from, and bear no resemblance to that of any existing political party and of any other proposed political party which has already notified the Commission within the meaning of this Section.

Section 4: **Correction of Deficiencies**

If the Commission determines that the requirements of Section 3 have not been met, it shall inform the organizing committee of the proposed political party or independent candidate within fifteen (15) days of receipt of the notification and provide an opportunity to the proposed political party or independent candidate to correct any deficiency(ies) within fifteen (15) days thereafter.

Section 5: **Deadline for Notifying the Commission**

No notification within the meaning of this Chapter shall be received by the Commission one hundred and eighty (180) days or less before the general elections.

Section 6: **Facilitation of Canvassing for Membership**

- 6.1. Within fourteen (14) days of receipt of a notification in compliance with Section 3 above, the Commission shall notify superintendents of counties through the Ministry of Internal Affairs of the intention of the proposed political party or independent candidate to canvass for membership in the county. Such notification shall include a request for the cooperation and protection by local authorities and citizens for the members of the proposed political party or independent candidates while canvassing for membership. A copy or the letter of introduction shall be copied the proposed political party and/or independent candidate.
- 6.2. No political party shall include in its membership list a person who is a member of another political party. A violation of this Section is an election offense

punishable by fine determine by a court of competent jurisdiction in accordance with due process of the law.

### **CHAPTER III: REGISTRATION OF PROPOSED POLITICAL PARTIES**

#### **Section 7: No Participation in Elections without Registration**

- 7.1. No entity shall function as a political party unless it has been registered with the Commission within the meaning of Article 79 of the Liberian Constitution and in accordance with these guidelines. Consequently, no political party shall be allowed to participate in elections or otherwise engage in political activities other than those defined in Section 7.3 hereunder prior to or without being registered with the Commission.
- 7.2. A proposed political party shall not be considered registered until and unless a certificate of registration has been issued to it by the Commission.
- 7.3. An entity engaging in any political activities other than the following activities without registration by the Commission, or make false claims of its registration to the public, shall be denied registration and consequently participation in elections in accordance with Section 12 below:
  - a. Political party membership drive (Recruitment of members);
  - b. Establishment of party offices (National and local);
  - c. Fund raising activities;
  - d. Political party organizing meetings.

#### **Section 8: Requirements for Registration**

- 8.1. An application to be registered as a political party must be in prescribed **Form PP.002**, a specimen of which is contained in Annex 2 hereto. The application form must be signed by both the chairman and secretary general of the proposed political part and attested by at least twenty-five (25) members of the organizing committee including the chairman and the secretary general. The following documents shall be attached to the application form:
  - a. A notarized copy of the Articles of Incorporation of the proposed political party;
  - b. A notarized membership list of not less than five hundred (500) qualified voters in each of at least six (6) counties, of the Republic. The list shall include the names, addresses, phone numbers (if applicable), signatures or fingerprints, age, sex, and other contact list shall be grouped by county.
- 8.2. Upon submission of the application for registration to the Commission, the proposed political party or independent candidate shall present to the Commission the names, addresses (including post box) and telephone numbers of the proposed political party's chairman and secretary general or the leader(s) of the independent candidate's political team who shall play the role of liaison officers for all matters relating to the proposed party or independent candidate's application.

Moreover, the proposed political party or independent candidate shall in addition pay the Commission a nonrefundable processing fee of Five Hundred United States Dollars (US\$500.00) or its equivalent in Liberian Dollars.

- a. That the proposed political party has established a national headquarters in Monrovia;
- b. That the name, objective, emblem and motto of the proposed political party is free from any religious connotations or divisive ethnic implications, and that the activities of the proposed party are not limited to a special group or to a particular geographical area of Liberia;
- c. That the constitution and rules of the proposed political party conforms to the provisions of the Constitution of Liberia, provide for democratic elections of officers and or its national executive committee at least once every six (6) years, and ensure the election of its officials from as many of the regions and ethnic groupings in the country.

Section 9: **Process for Registration: Receipt of Completed Application**

- 9.1. The Commission shall, upon receipt of application, issue a dated notice of receipt.
- 9.2. The Commission shall, upon receiving an application, review whether the proposed political party has submitted all required documents as prescribed in Section 8 above. The Commission shall within fifteen (15) days of receipt of the application, notify the party's organizing committee through its chairman or secretary general if any of the required forms and documents are missing or incomplete, and offer an opportunity to correct them and return same to the Commission within fifteen (15) days hereafter.

Section 10: **Process for Registration: Verification of Membership Lists**

- 10.1. Within seven (7) days of having received a complete and notarized membership lists, the Commission shall ensure that the membership lists corresponding to each county is made public in the respective counties. This shall include posting the list at office of Magistrate of Elections and at other public places throughout the county. The costs incurred by the Commission in this regard shall be defrayed by the processing fees paid by the proposed political party.
- 10.2. Within seven (7) days of filing the application for registration, a proposed political party must cause the notarized membership lists filed in support of its application to be published in their entirety in two (2) reputable Liberian newspapers concomitantly. The proposed political party must inform the Commission two (2) days prior to the publication.
- 10.3. Any registered political party or citizen of Liberia, who has the legal capacity to object to any name(s) on the lists, may file an objection against the membership of the proposed political party with the Commission within seven (7) days after publication of the full membership list. The conditions for objections shall be limited to the following:
  - a. That the name(s) of a person or persons appearing on the list were fraudulently obtained without his/her consent;
  - b. That the name(s) of a person or persons appearing on the list is already member of other parties;
  - c. That the lists contain the name of a deceased person or persons;



- d. That name or names appearing on the list is or are not citizens of Liberia or are not real persons;
- e. That a name or names of persons appearing on the list is or are disqualified or disenfranchised by reason of their conviction for an infamous crime for which he, she or they are serving a term of imprisonment or for being of unsound mind; and
- f. That a person or persons on the list is or are not of legal age to vote.

10.4. Political parties or citizens wishing to object pursuant to this Section shall do so using prescribed **Form PP-003**, a specimen of which is contained in Annex 3 hereto.

10.5. The Commission shall hear each objection and make a determination thereon within twenty-one (21) days of receipt of the objection. The Commission shall inform the proposed political party and the objectors of its determination, subject however to an appeal to the Supreme Court.

Section 11: **Process for Registration: Verification**

The Commission may take all lawful steps which it considers necessary to verify the accuracy of the application, including the holding of hearings. The proposed political party, including its officials and members shall afford full cooperation to the Commission in this verification process.

Section 12: **Determination of the Application for Registration**

12.1. Within thirty (30) days of receipt of a completed application in compliance with Section 8 above, the Commission shall make a determination in respect of the application to register the political party.

12.2. If the proposed political party has met all the requirements contained in Sections 8 and 10.2 above, the Commission shall register the proposed political party. The Commission shall however deny the proposed political party registration if the Commission is of the opinion that:

- a. The proposed political party has made false declarations to the Commission in the formation or registration process;
- b. That by reason of its aims or the behavior of its members and sympathizers, the political party seeks to return Liberia to a state of violence characterized by the absence of the rule of law;
- c. That by reason of its aims or the behavior of its members and sympathizers, the proposed political party seeks to impair or abolish the free democratic society of Liberia or to endanger the existence of the Republic;
- d. That the proposed political party has clandestinely retained, organized or equipped, or attempts to regain, organize or equip and train any person or group of persons for the use of physical force or coercion in promoting any political objective or interest;
- e. That the proposed political party has engaged in political activities other than those defined in Section 7.3 above without being registered with the Commission, or has made false claims to the public regarding its registration or legal status.

12.3. The Commission shall inform the proposed political party of its decision in writing and publish same in the local media. If the Commission decides to register the proposed political party, it shall issue a certificate of registration to the political party.

- 12.4. Violation of Section 12.2(b), (c) or (d) shall also constitute reasons for the Commission to revoke the certificate of registration of existing political party(ies).
- 12.5. Appeal from the Commission's decision may be made to the Supreme Court of Liberia.

## **PART II**

### **CHAPTER IV: OBLIGATIONS OF REGISTERED AND ACCREDITED POLITICAL PARTIES**

- Section 13.1. All registered political parties shall be required to establish and maintain a functioning and standardized office in the capital of the Republic of Liberia and at least one functioning and furnished local office in the capital of each of the existing counties of Liberia during elections and throughout the period following elections. These offices shall be established and shall be available for inspection by the Commission not later than six (6) months prior to elections.
- 13.2. Each political party shall maintain an updated bank account with a balance not less than Thousand United States Dollars (US \$10,000.00) or its equivalent in Liberian Dollars.
  - 13.3. Each political party shall keep proper and accurate records of the following:
    - a. Financial, accounting, banking and administrative records;
    - b. Itemized list of, financial contributions made to the party, containing the details such as the names of the contributors and dates the contributions were made;
    - c. Minutes of all meetings held;
    - d. Comprehensive membership rosters.
  - 13.4. The records shall be made available to the Commission for inspection upon the Commission giving to the political party a three (3) day notice in writing.
  - 13.5. The requirements listed in Section 13.1 through 13.4 above shall constitute preconditions for the participation of any political party in elections.
  - 13.6. Political parties shall abide by a code of conduct which shall be drawn up in consultation among political parties subject to the endorsement of the Commission.
- Section 14: **Procedure for Nomination of Political Party Candidates, National and Local Convention**
- 14.1. National and local conventions shall be held by every registered political party at least once every six (6) years in an orderly manner to elect its national executive committee to serve for a period not exceeding six (6) years. They may be re-elected to serve for as many terms as the party may wish.

A registered political party that desires to nominate one or more candidates for elective public office for any election shall hold a national and/or local convention not later than ninety (90) days prior to Election Day. At the National Convention the party shall nominate its presidential and vice-presidential candidates. At the local convention, the party shall nominate its candidates for the National Legislature. In the case of a special or by-election, a registered political party desirous of participation, shall hold a national and/or local convention not later than sixty (60) days prior to the election. *[Amended in 2011]*

- 14.2. To ensure participatory democracy, each political party shall ensure that every political sub-division of the country is represented on its national executive committee, and that every constituency in a county is represented on its local executive committee.
  - 14.3. Notice of every convention shall be given maximum publicity by the party through all appropriate means at least fourteen (14) days prior to the start of the convention. This publicity shall include a formal notification and invitation to the National Elections Commission in order to grant adequate legitimacy to the convention. The means of publicity shall include but not limited to, broadcasting the notice on radio and publicity in the print media for a period of at least seven (7) days.
  - 14.4. Within seven (7) days following the convention, a political party shall submit to the Commission a list of its national and local officials, including those of the national executive committee indicating the political sub-division that each of them represents. Said submission shall be under the signatures of both the national chairman and the secretary general.
  - 14.5. Within seven (7) days following the convention, the political party shall inform the Commission of the venue of its next national convention, and the party's platform adopted at the last convention.
- Section 15: **Submission of List of Political Party's Candidates to the Commission**
- 15.1. No later than sixty (60) days prior to Election Day, each political party shall submit to the Commission a list of candidates nominated at its convention indicating the public offices which they seek to fill. The List shall contain the name, address, age, sex, phone number, occupation, position (s) previously held (if any), elective office sought, and such other qualifications required for the elective office sought as provided by the Constitution and the Elections Law. The said submission must be under the signatures of the national chairman and secretary general.  
In addition, each political party candidate must submit to the Commission a completed application accompanied by the required documents prescribed in Sections 16 through 21 and a letter of intent stating his/her willingness to serve when elected, sixty (60) days prior to Election Day. *[Amended in 2011]*
  - 15.2. The Commission reserves the right to reject a candidate(s) submitted by a political party for any elective public office who is not qualified under the Elections Law or the Constitution, or who does not meet the requirements of these guidelines subject however to a right of appeal to the Supreme Court of Liberia.

### **PART III**

#### **Chapter V: INDEPENDENT CANDIDATES**

Section 16: **Participation of Independent Candidates in any Election**

Any Liberian citizen who is a qualified voter, and also qualified for any elective public office, whether or not he or she is a member of any political party, shall have the right to participate in any general, special or by-election as an independent candidate by filing with the Commission a letter of intent acknowledged and verified by him or her. The said letter shall constitute a declaration of intent and shall contain the following information:

- a. The full name of the aspirant, his/her age, sex, mailbox and home address, telephone number(s);
- b. Positions previously held, if any;

- c. The elective public office sought;
- d. Other qualifications for the office sought as provided in the Constitution, the Elections Law, and other regulations;
- e. Declaration that when elected, he/she shall serve as such and shall protect, support, defend and uphold the Constitution of the Republic and the laws of Liberia.

Section 17: **Independent Candidate for the Office of President and Vice President**

Anyone aspiring for the office of President and Vice President of Liberia as independent candidates shall file with the National Elections Commission, in addition to their letter of intent, a petition requesting them to stand for the presidency and vice presidency of the country.

The petition shall be signed by a representative group of qualified voters of not less than five hundred (500) from each of at least six (6) counties in the country, listed by counties. The list shall include the names, age, sex, telephone number (if applicable), address, signatures or fingerprints of the petitioners. The petition together with the complete list of qualified voters shall be published in at least two (2) reputable Liberian newspapers concomitantly. The Commission shall make the list public in the counties through all appropriate means including those listed in Section 10.1 above.

Section 18: **Obligations of Independent Candidates for the Office of President and Vice President of Liberia**

- 18.1. All independent candidates for the office of president and vice president of Liberia shall be required to establish and maintain a functioning and standardized office in the capital of the republic of Liberia and at least one functioning and standardized local office in the capital of the existing counties of Liberia. These offices shall be established and shall be available for inspection by the Commission not later than six (6) months prior to elections.
- 18.2. Independent candidates for president and vice president during the course of their candidacy shall maintain an updated bank account with a balance not less than Ten Thousand United States Dollars (US\$10,000.00) or its equivalent in Liberian Dollars.
- 18.3. Independent candidates for president and vice president shall during the course of their candidacy keep proper and accurate records of the following:
  - a. Financial/banking and administrative records;
  - b. Itemized list of all financial contributions made to the candidate(s); containing the details such as the names of the contributors and the dates the contributions were made;
  - c. Minutes of all meetings held;
  - d. Comprehensive roster of supporters.
- 18.4. During the course of the aspirant's candidacy, the records listed above shall be made available to the Commission for inspection upon the Commission's giving to the independent candidates three (3) days notice in writing.
- 18.5. The requirements listed in Section 18.1 through 18.5 above shall constitute preconditions for the participation of independent candidates for president and vice president in any election.

Section 19: **Independent Candidate for the National Legislature**

- 19.1. Anyone aspiring for the senate as an independent candidate shall, in addition to his/her letter of intent, file with the Commission a petition signed by not less than five hundred (500) citizens who are qualified voters in the county in which the aspiring candidate proposes to stand for election, requesting the candidate to stand for election to the senate. The list shall include the names, age, sex telephone numbers (if applicable), address, signature or fingerprints of the petitioners.

The petition together with the complete list of qualified votes shall be published in three (3) reputable Liberian newspapers concomitantly. The Commission shall make the list public in the county through all appropriate means including those listed in Section 10.1 above. In the case of an independent candidate for the senate, a non-refundable processing fee of Four Hundred United States Dollars (US \$400.00) or its equivalent in Liberian Dollars shall be paid.

- 19.2. Anyone aspiring for election to the House of Representatives as an independent candidate shall, in addition to his/her letter of intent, file with the Commission a petition signed by not less than three hundred (300) citizens who are qualified voters in the constituency in which the aspiring candidate proposes election. The list shall include the names, ages and sexes, telephone numbers (if applicable), addresses and signatures or fingerprints of the petitioners. The petition together with the complete list of qualified voters shall be published in two (2) reputable Liberian newspapers concomitantly. The Commission shall make the list public through all appropriate means including those listed in Section 10.1 above. In the case of an independent candidate for the House of Representatives, a non-refundable processing fee of Three Hundred United States Dollars (US \$300.00) or its equivalent in Liberian Dollars shall be paid.

Section 20: **Obligations of Independent Candidates for the Liberian Senate**

- 20.1. All independent candidates for the Liberian Senate shall be required to establish and maintain a functioning and standardized office in the capitol of the county in which they propose to contest an election. These offices shall be established and shall be available for inspection by the Commission not later than six (6) months prior to elections. In the case of a by-election, these offices shall be established and shall be available for inspection by the Commission not later than thirty (30) days prior to the election.
- 20.2. Independent candidates for the Liberian Senate during the course of their candidacy shall maintain an updated bank account of not less than Seven Thousand Five Hundred United States (US \$7,500.00) or its equivalent in Liberian Dollars.
- 20.3. Independent candidates for the Liberian Senate during the course of their candidacy shall keep proper and accurate records of the following:
- a. Financial or banking and administrative records;
  - b. Itemized list of all financial contributions made to the candidate(s) containing the details such as the names of the contributors and the dates the contributions were made;
  - c. Minutes of all meetings held;
  - d. Comprehensive roster of supporters.

- 20.4. The independent candidate for the Senate shall also make available to the Commission the above records for inspection upon the Commission giving to the independent candidate a three (3) days notice in writing.
- 20.5. The requirements listed in Section 20.1 through 20.4 above shall constitute pre-conditions for the participation of independent candidates for the Senate in any election.
- Section 21: **Obligations of Independent Candidates for the House of Representatives**
- 21.1. All independent candidates for the House of Representatives shall be required to establish and maintain a functioning and standardized local office in the constituency in which the candidates propose to stand for election. These offices shall be established and shall be available for inspection by the Commission not later than six (6) months prior to elections. In the case of a by-election, these offices shall be available for inspection by the Commission not later than thirty (30) days prior to election
- 21.2. Independent candidates for member of the House of Representatives during their candidacy shall maintain an updated bank account of not less than Five Thousand United States Dollars (US \$5,000.00) or its equivalent in Liberian Dollars.
- 21.3. During the course of their candidacy, independent candidates for member of the House of Representatives shall keep proper and accurate records of the following:
- a. Financial or banking and administrative records;
  - b. Itemized list of all financial contributions made to the candidate(s) containing the details such as the names of the contributors and the dates the contributions were made;
  - c. Minutes of all meetings held;
  - d. Comprehensive roster of supporters.
- 21.4. The independent candidates for the House of Representatives shall also make available to the Commission for inspection of the above records upon the Commission giving to the independent candidates a two (2) days notice in writing.
- 21.5. The requirements listed in Section 21.1 through 21.5 above shall constitute pre-conditions for the participation of independent candidates for the House of Representatives in any election.

Section 22: **Verification and Determination Procedure**

- 22.1. No independent aspirant shall be allowed to submit his/her letter of intent to the Commission later than one hundred eighty (180) days prior to Election Day.  
*[Amended in 2011]*
- 22.2. The Commission shall, upon receiving the letter of intent, issue a written and dated notice of receipt.
- 22.3. An Independent aspirant must file the completed application, accompanied by the required documentation with the Commission within the Candidate Nomination Period as specified by the Commission. The Commission shall within three (3) days of receipt of the application, notify the independent aspirant if any of the required documents are missing and/or incomplete, and

offer the candidate an opportunity to correct and return them to the Commission no later than the close of the candidate nomination period. The application shall not be corrected after the completion of the Candidate Nomination Period. *[Amended in 2011]*

- 22.4. The Commission may take all lawful steps which it considers necessary, which may include the holding of hearings to verify the accuracy of information and documentation submitted, and to verify that the independent aspirant is qualified under the elections law and the constitution. The independent aspirant shall afford full cooperation to the Commission in this verification process.
- 22.5. The Commission shall make a determination on the independent aspirant's request to stand for elective public office as an independent candidate no later than thirty (30) prior to Election Day. If the completed application is in compliance with Sections 16 through 21 of these guidelines, the independent aspirant has met all of the requirements contained in the guidelines, and the Commission determines that he/she is qualified under the Elections Law and the Constitution, the Commission shall grant the candidate's request for registration. *[Amended in 2011]*
- 22.6. The Commission shall inform the independent aspirant of its decision in writing and publish the aspirant's name in the list of qualified candidates in the local media.
- 22.7. If the Commission rejects the request of the independent aspirant to stand for the elective public office as an independent candidate, the Commission shall notify the independent aspirant of the reason(s) therefore in writing no later than 30 days prior to Election Day. *[Amended in 2011]*
- 22.8. An appeal of the Commission's decision may be made to the Supreme Court no later than 3 days after the notice on determination has been delivered to the candidate. *[Amended in 2011]*

#### **PART IV**

### **Chapter VI: MISCELLANEOUS PROVISIONS APPLICABLE TO BOTH POLITICAL PARTIES AND INDEPENDENT CANDIDATES**

Section 23: **Campaign Activities**

The Commission shall determine and publish the date when canvassing and campaigning shall begin and close in any election. No political party or candidate shall be allowed to proceed to canvass and to campaign unless so declared, and no political party or candidate shall continue beyond the closing date of the campaign. Failure to adhere to any of these guidelines shall constitute an election offense punishable under Chapter 10 of the 2004 amended 1986 Elections Law. No activity of political parties and independent candidates shall extend beyond the boundaries of the Republic of Liberia.

Section 24: **Official Campaign Period and Political Activities**

- 24.1. The official campaign period shall commence upon announcement by the Commission.
- 24.2. The following political activities shall be permitted outside the campaign period:
- a. Political party membership drive;
  - b. Establishment of party offices (national and local);
  - c. Fund raising activities;
  - d. Use of logos/emblem on offices, vehicles and other party properties;
  - e. Holding of political party national and local conventions;
  - f. Political party meetings;
  - g. Representational activities, including receiving and responding to petitions from constituents.
- 24.3. Canvassing for votes shall not be allowed outside the official campaign period. Consequently, the following campaign activities relating to canvassing for votes cannot be carried out outside the official campaign period:
- a. Political rallies;
  - b. Political broadcasts, statements and political messages in print and electronic media
  - c. Use of posters, flyers, buntings, advertisement on billboards, public and private buildings, and light poles;
  - d. T-Shirts, caps and other promotional items.
- 24.4. The official campaign period shall end 24 hours before Elections Day.

Section 25: **Election Expenses and Accountability**

The provisions of Article 83(d) of the Constitution and Chapter 7, Section 7.1, 7.2, 7.3 and 7.4 of the New Elections Law, title 11, approved 29 September 1986, and published October 4, 1986, or its amended version relating to contribution and expenditures of party funds, banding, reporting and accountability, shall be rigidly enforced and strictly adhered to. All candidates shall submit to the Commission, accounts of their election expenses within fifteen (15) days after the official announcement of the election result. Failure to do so shall constitute an election offense punishable by a fine determine by a court of competent jurisdiction in accordance with due process.

Section 26: **Registration Fees**

- 26.1. The following non-refundable registration fees shall be payable to the Commission by all candidates for the following elective offices:
- a. For President - US\$2,500.00 or its equivalent in Liberian Dollars;
  - b. For Vice President - US\$1,500.00 or its equivalent in Liberian Dollars;
  - c. For the Senate - UD\$750.00 or its equivalent in
  - d. For member of the House of Representatives - US\$500.00 or its equivalent in Liberian Dollars Liberian Dollars.



26.2. Registration of a candidate is considered complete and effective only upon the payment of his/her registration fees.

Section 27: **Date On Which The Guidelines Become Effective**

These guidelines shall enter into effect upon publication by the Commission and shall be binding on all citizens and political parties of Liberia. Failure to adhere to any of these guidelines shall constitute an election offense punishable under the New Elections Law, as amended by the Electoral Reform Law of December 2004.

Section 28: **Amendments and Revision**

These guidelines may be received or amended at anytime and published by the Commission. All amendments and/or revision shall become effective upon publication.

List of annexes:

1. Specimen of Form PP-001 – Notification of intention to canvass for membership;
2. Specimen of Form PP-002 – Application to register with National Elections Commission (NEC) as political party.
3. Specimen of Form PP-003 – Objection to membership list of applicant political party.

The image shows the signatures of the members of the National Elections Commission (NEC) and the Chairman. The signatures are arranged in two columns. The left column contains the signatures of Cllr. Jeanette Ebba Davidson (Commissioner), David S. Menyongal (Commissioner), and Cllr. Elizabeth J. Nelson (Co-Chairman). The right column contains the signatures of Della I. K. Reeves (Commissioner), Ansumana F. Kromah (Commissioner), and Jonathan K. Weedor (Commissioner). At the bottom center is the signature of James M. Fromayan (Chairman).

Cllr. Jeanette Ebba Davidson  
COMMISSIONER

David S. Menyongal  
COMMISSIONER

Cllr. Elizabeth J. Nelson  
CO-CHAIRMAN

Della I. K. Reeves  
COMMISSIONER

Ansumana F. Kromah  
COMMISSIONER

Jonathan K. Weedor  
COMMISSIONER

James M. Fromayan  
CHAIRMAN

**NOTIFICATION OF INTENTION TO CANVASS FOR  
MEMBERSHIP  
(FORM: PP:001)**

**\*\*\*Deadline for Submission of Notification:\*\*\*  
180 days or less before the General Elections (13 October 2011)**

1. Name of the proposed political party.

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2. Abbreviation/acronym of the name of the proposed political party.

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3. Address and location of the party headquarters (please include post office address with details of the location)

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4. Chairman of the organizing committee of the proposed political party

(a) Full Name:

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(b) Address (please include post office and mailing address together with details of the location): of

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(c) Telephone number:

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(d) Email address:

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5. Objectives and ideology of the proposed political party:

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(Please attach additional documentation if required)

6. Documents which must be submitted with this form of notification:

- (a) A notarize list of the members of the organizing committee of the proposed political party, indicating the address, including the post box address, the telephone number, and/or other details of each member;
- (b) A copy of the By-Laws and Constitution of the proposed political party;
- (c) The emblem and/or motto of the proposed political party.

It is hereby declared that membership of the political party shall be open to every Liberian citizen, irrespective of sex, religion or ethnic background, except as may be otherwise provided by the Constitution of the Republic of Liberia.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

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Chairman of the Organizing Committee of the proposed political party

*Note: (This form must be notarized)*

## **APPLICATION FOR THE REGISTRATION OF A POLITICAL PARTY (FORM: PP-002)**

**\*\*\*Deadline for Submission of Application:\*\*\*  
180 days or less before the General Elections (13 October 2011)**

1. Name of the proposed political party.

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2. Abbreviation/acronym of the name of the proposed political party.

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3. Address and location of the party headquarters (please include post office address with details of the location)

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4. Chairman of the organizing committee of the proposed political party

(a) Full Name:

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(b) Address (please include post office and mailing address together with details of the location):  
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(c) Telephone number:

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(d) Email address:  
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5. General Secretary of the proposed political party:

(a) Full Name:

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(b) Address (please include post office and mailing address together with details of the location):  
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(c) Telephone number:

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(d) Email address:  
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6. Designated political party liaison officer:

(a) Full Name:

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(b) Address (please include post office and mailing address together with details of the location):  
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(c) Telephone number:

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(d) Email address:  
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7. Objectives and ideology of the proposed political party:

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8. Document which must be submitted with this form of notification:

- (a) A notarized list of the members of the organizing committee of the proposed political party, indicating the address, including the post box and mailing address, the telephone number, email address and/or other details of each member;
- (b) A copy of the By-Laws and Constitution of the proposed political party;
- (c) A certified copy of the Articles of Incorporation of the proposed political party;
- (d) The emblem and/or motto of the proposed political party;
- (e) The notarized list of not less than five hundred (500) qualified voters in each of at least six (6) counties of the Republic of Liberia. The list shall include the names, addresses, and other contact details of the members, as well as the date of their membership. The list shall be grouped by county. Where available, the list may also be submitted in electronic format.

**A FEE OF US\$500.00 IS PAYABLE ON SUBMISSION OF THIS APPLICATION**

It is hereby declared that the contents of this application together with all attachments are true and correct.

Dated this ----- day of ----- 20----

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Chairman of the Organizing Committee of the Proposed Political Party

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General Secretary of the Proposed Political Party

**Note: This form must be notarized)**

**NOTIFICATION OF OBJECTION TO MEMBERSHIP LIST OF  
PROPOSED POLITICAL PARTY  
(FORM: PP-003)**

**OBJECTOR:**

- (a) Full Name:



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I hereby declared that the contents of this form and its attachments are true and correct.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

\_\_\_\_\_  
OBJECTOR