



CANDIDATE PETITION VERIFICATION CHEAT SHEET

CASB receives many calls from designated election officials (DEOs) throughout the election process. This “cheat sheet” is designed to serve as a guide for DEOs when reviewing petitions. Basic knowledge regarding election law and the petition verification process is assumed. Additional election resources are available on the [CASB Elections](#) webpage.

Petition Verification

The DEO must check each individual petition entry using SCORE, which is the statewide online voter registration system. [8 CCR 1505-1, Rule 15.1.4\(a\)](#). Additionally, the DEO must create and maintain a master record of each accepted and rejected entry, along with the reason code for each rejected entry. [8 CCR 1505-1, Rule 15.1.4\(b\)](#).

Rule 15.1.4(d) explains the reasons why a DEO must reject an individual petition entry. Rule 15.4.1(e) sets forth discrepancies that a DEO cannot use as the sole reason to reject an entry. If an entry has a serious error as listed in 15.1.4(d), and also one of the discrepancies listed in 15.4.1(e), it may still be rejected.

Reasons for Rejecting an Individual Petition Entry

- The name on the entry is **not in SCORE**. [Rule 15.1.4\(d\)\(1\)](#).

But note: A DEO cannot reject an entry if **the sole reason for the rejection** is that the name on an entry matches or is substantially similar to the name in SCORE, or if the signature on an entry is a common variant of the name. [Rule 15.1.4\(e\)\(1\)](#).

For example, a voter can sign as “Beth” instead of “Elizabeth,” and a DEO cannot reject the entry solely for that discrepancy.

Additionally, if the name in SCORE doesn’t match a signature with a name suffix (like Jr., Sr., etc.), or vice versa, the DEO cannot reject the entry for solely that reason. [Rule 15.1.4\(e\)\(3\)](#).

- The middle initial or middle name on the entry does **not match** the middle initial or middle name in SCORE. [Rule 15.1.4\(d\)\(2\)](#).

But note: If the first and last names match, but there’s a discrepancy with the middle name, a DEO cannot reject the entry for that sole reason. [Rule 15.1.4\(e\)\(2\)](#).

For example, a voter listed in SCORE as “Debra E. Olson” may sign as “Debra Olson,” but not “E. Olson.”



- The address on the entry does **not match** the current residential or mailing address in SCORE or the address on the entry is a post office box. *Rule 15.1.4(d)(3), (4), (13).*

But note: If the address on an entry does not match the current **residence address** in SCORE, but it does match the current **mailing address**, the DEO cannot reject the entry solely for that reason. *Rule 15.1.4(e)(8).*

Additionally, if the address on an entry includes an apartment letter, apartment, number, or street direction that is not in SCORE (or is missing the same details), the DEO cannot reject the entry for solely that reason. *Rule 15.1.4(e)(6).* A DEO cannot reject an entry only because the city or county name is missing, abbreviated, or wrong. *Rule 15.1.4(e)(7).*

For example, a voter whose SCORE residential or mailing address is 123 Main Street can list 123 Main St., #1 as their address.

- The signer completed the entry **before** the DEO approved the petition format. *Rule 15.1.4(d)(5).*
- The signer was not an eligible elector **at the time he or she completed the entry**. *Rule 15.1.4(d)(6).*
- The signer completed the entry **after the date on the circulator affidavit**. *Rule 15.1.4(d)(7).*
- Evidence exists that **some other person assisted the signer in completing the entry but no statement of assistance** accompanies the entry. *Rule 15.1.4(d)(8).*
- The name and signature on the entry is **illegible and cannot be verified** in SCORE. *Rule 15.1.4(d)(9).*

But note: If the printed name is missing or illegible, the entry cannot be rejected for that sole reason as long as the signature can be read and it matches SCORE. *Rule 15.1.4(e)(5).*

- The entry is a **duplicate** of a previously accepted entry **on the same petition**. *Rule 15.1.4(d)(10).*

But note: If there are duplicate signatures, **the first is to be accepted** (so long as all other requirements are met) and **the second must be rejected**.

- The entry is a **duplicate of a previously accepted entry on a previously filed petition that was declared sufficient or insufficient after lines were reviewed for the same office/seat**. *Rule 15.1.4(d)(11).*

But note: A registered elector may sign as many petitions for school director as candidates for whom that elector may vote. *C.R.S. § 1-4-803(1)(a).* Petitions are to be verified based on the “first in, first count” rule.

- The signer’s **information appears outside of a numbered signature block** on the petition section. *Rule 15.1.4(d)(12).*

But note: If on a signer line, the date is missing but a line above and below has an acceptable date, the entry cannot be rejected for solely that reason. *Rule 15.1.4(e)(9).*



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February 2025
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