

**SAMPLE -- for cities and towns under the Town Meeting Act**

**NOTICE OF ELECTION**

**TOWN of \_\_\_\_\_, OKLAHOMA**

- I. BE IT RESOLVED** by the governing body of the Town of \_\_\_\_\_ that for the purpose of electing officers of said City/Town that:  
a nonpartisan general election shall be held on Tuesday, April , 20 \_\_, *(include time and place of meeting)*
  
- II. BE IT FURTHER RESOLVED** that the officers of said Town to be elected are:  
(check one)  
\_\_\_\_ 1. Nominated by ward and elected at large.  
\_\_\_\_ 2. Nominated at large and elected at large. *(An ordinance authorizing the nomination of officers at large is on file with the County Election Board)*
  
- III. BE IT FURTHER RESOLVED** that the following officers will be elected for four-year terms:  
*(List offices to be filled and year term expires)*
  
- IV. BE IT FURTHER RESOLVED** that the following officers will be elected to fill two-year unexpired terms:  
*(List offices to be filled and year term expires)*
  
- V. BE IT FURTHER RESOLVED** that each candidate must be a qualified elector by virtue of being a resident and registered voter within the municipality, or in the ward if an office is from a ward, for at least six (6) months prior to filing a declaration of candidacy.
  
- VI. BE IT FURTHER RESOLVED** *(Optional)* that the following question(s) shall be submitted to the registered voters of this municipality at the general election (you may attach wording):  
*(List questions separately)*

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

(Seal)

ATTEST:

\_\_\_\_\_  
City/Town Clerk

\_\_\_\_\_  
Mayor