



★ VIRGINIA ★
DEPARTMENT *of* ELECTIONS

How to Run for United States House of Representatives, 11th District

**Ballot Access Requirements for the
September 9, 2025 Special Election**

Definitions

COMET – Electronic campaign finance filing system offered by the Department of Elections.

Incumbent – An officeholder seeking reelection to the same office.

Independent – an individual who is seeking to run in a General Election without running as a Republican or Democrat (may include a recognized party or no party)

Non-primary party candidate – an individual who is seeking the nomination of a political party by a means other than a primary

Political party – An organization that, at either of the two preceding statewide general elections, received at least 10 percent of the total vote cast for any statewide office filled in that election

Primary candidate – an individual who is seeking the nomination of a political party by running in a primary

Qualified voter – A person who is entitled to vote under the Virginia Constitution and is properly registered to vote (see [definition here](#))

Recognized political party – An organization that meets the requirements set out in Va. Code § [24.2-612](#)

Va. Code – Virginia Code

VAC – Virginia Administrative Code

ELECT – The Virginia Department of Elections
1100 Bank Street, 1st Floor
Richmond, VA 23219

Key Icons

 - Notes where to find information in the Code of Virginia or Virginia Administrative Code.

 - Indicates beginning and/or ending deadlines for filing documents.

 - Indicates information on where to file documents.

 - Indicates additional information that may be helpful.

How candidates get on the ballot in Virginia

Follow these instructions to get on the ballot for United States House of Representatives Special Election in the 11th District on September 9, 2025:

Do you fulfill the basic qualifications to be a candidate?

[\(U.S. Constitution, Article I, Section 2, Clause 2\)](#)

- You have been a citizen of the United States for the past **seven** years on or before the date of **taking office**.
- You will be **twenty-five years of age** on or before the date of **taking office**.
- You will be an **inhabitant of the Commonwealth of Virginia** on or before the date of **being elected to office**.

What, when, and where do I file?

[This table is a summary. Find more information below.](#)

	What do I need to file?	Notes or other information	Where do I file this form?	When does filing open?	What is the deadline to file?
1	Certificate of Candidate Qualification - Federal Offices §§ 24.2-501 , 24.2-503 U.S. Constitution, Article I, Section 2, Clause 2	Deemed to be filed by the deadline if mailed to ELECT on or before the deadline, postage prepaid by registered or certified mail. Receipt must show date mailed.	With the Department of Elections. 1100 Bank St, 1 st Floor Richmond, VA 23219	Non-primary party and independent candidates: Tuesday June 3, 2025	Friday July 11, 2025
2	Declaration of Candidacy §§ 24.2-505 , 24.2-507 , 24.2-520 , and 24.2-522	Submit with your Petitions of Qualified Voters (3)	Non-primary party candidates do not need to file this document. With the Department of Elections	Independent candidates Tuesday June 3, 2025	Friday July 11, 2025
3	Petitions of Qualified Voters §§ 24.2-505 , 24.2-506 , 24.2-507 , 24.2-521 , and 24.2-522 Administrative Code 1 VAC 20-50-20 and 1 VAC 20-50-30	Submit with the Declaration of Candidacy (2). You do not need to submit all signature pages at once.	Non-primary party candidates do not need to file this document. With the Department of Elections Document must be delivered by the deadline to be considered timely	Independent candidates Tuesday June 3, 2025	Friday July 11, 2025

Follow these steps to file your candidacy:

1. Fill out and submit the [Certificate of Candidate Qualification – Federal Offices](#) (ELECT-501(FED)).



Find in Virginia Code §§ [24.2-501](#), [24.2-503](#), and [U.S. Constitution, Article I, Section 2, Clause 2](#).



Non-primary party and independent candidates

File starting **June 3, 2025**.

File ending **July 11, 2025 at 5 pm**

This form is deemed to be filed by the deadline if mailed to ELECT on or before the deadline, postage prepaid by registered or certified mail. Receipt must show date mailed. ELECT may request a scanned copy of the receipt.



Submit this form to the Department of Elections, 1100 Bank Street, 1st Floor, Richmond, 23219.



The campaign contact information provided on this form will be included in the candidate list posted on ELECT's [website](#).

2. Fill out and submit a [Declaration of Candidacy](#) form (SBE-505/520).

*Non-primary party candidates **are not required to file**.*



Find in Virginia Code §§ [24.2-505](#), [24.2-507](#), [24.2-520](#), and [24.2-522](#).



Independent candidates

File starting **June 3, 2025**.

File ending **July 11, 2025 at 5 pm**.

The Declaration of Candidacy **must be filed with** your Petitions of Qualified Voters (3).

The form must be **received** by the applicable deadline listed above. A postmark or other mailing service timestamp does not qualify.



Independent candidates submit this form along with the Petitions of Qualified Voters (3) to the Department of Elections.



If you are a party candidate nominated by a method other than a primary, then you do not need to submit a Declaration of Candidacy unless required by your party.

3 Collect petition signatures and submit the [Petitions of Qualified Voters](#) (SBE-506/521).

*Non-primary party candidates **are not required to file.***



Find in Virginia Code §§ [24.2-505\(D\)](#), [24.2-506](#), [24.2-507](#), [24.2-521](#), and [24.2-522](#) and Virginia Administrative Code [1 VAC 20-50-20](#) and [1 VAC 20-50-30](#).

Non-primary party candidates	Independent Candidates
	You do not need to submit this form.
	Collect signatures: Tuesday, June 3, 2025 – Friday, July 11, 2025. File starting: June 3, 2025. File ending: July 11, 2025 at 5 pm.
	Submit these forms to the Department of Elections.

	Office you seek	Whose signature do you Need?	Number of petition signatures you need
	United States House of Representatives	A qualified voter from the congressional district where the candidate is seeking election	1,000 signatures

If you are a party candidate nominated by a method other than a primary, then you do not need to submit petition pages unless required by your party.

Petition pages are not required to be filed all at the same time; you may file pages throughout the filing window. However, **the first petition page filed must be filed with your Declaration of Candidacy (2).**

The pages must be **received** by the applicable deadline listed above. A postmark or other mailing service timestamp does not qualify.

Independent candidates:

May request notification of any problems that can be corrected before the filing deadline. Make this request by email to the Virginia Department of Elections at EA@Elections.Virginia.gov. ELECT will provide the requested information when able but cannot guarantee a timely response as it will be dependent on the processing of the petition pages.

If notified by ELECT that the required number of qualified voter signatures was not submitted, an appeal can be submitted to the State Board of Elections at EA@Elections.Virginia.gov. The appeal must be submitted **within 5 days** of the disqualification notice being issued. **You will need to prove that you have the correct number of signatures from qualified voters before the deadline.** Find more information in [1 VAC 20-50-30](#).

Things to remember about petitions:

Petition Pages must...

- Be on the Virginia Department of Elections [form](#). The form cannot be altered in any way.

- Be printed on one piece of paper, front and back. If the back is on a second piece of paper, the entire page (front and back) will be rendered invalid.
- Contain the signature, printed full name, and full registered residence address of each qualified voter and the date the voter signed. The last four (4) digits of the qualified voter's Social Security Number (SSN) would help in confirming the voter but is not required.

The petition circulator...

- Must be a legal resident of the United States.
- Cannot be a minor.
- Can be an individual who was convicted of a felony only if their voting rights are restored.
- Cannot be the circulator of the page on which they signed as a voter.
- Must sign the affidavit on each page they circulated in front of a notary.

When collecting your petition signatures, it is helpful to remember that...

- Because not all the people who sign petitions are qualified voters, ELECT recommends collecting at least 1 1/2 times the number of signatures required.
- Giving clear instructions on how a voter should fill out the page (provide all information in legible handwriting) will better the chances of a signature being accepted.
- [1VAC20-50-20](#) lists material omissions for petition signatures and pages. If your petition has a material omission, it may render the page or signature invalid.

How do I withdraw my candidacy?



Reference Virginia Code § [24.2-612.2](#)



A withdrawing candidate should submit their withdrawal notice with enough time before absentee voting commences to ensure their name is removed from the ballot.



Mail, deliver, or email to your local [General Registrar's](#) Office. The General Registrar will notify other affected General Registrars and/or the Department of Elections, as appropriate.



To be withdrawn from the ballot you must submit a signed and notarized notice of withdrawal declaring your intent to withdraw from the election. Use the Department of Elections' [Candidate Withdrawal Form](#) (ELECT-612.2).

Effective January 1, 2025 ([HB55/SB131](#)) withdrawal notices must now be notarized.

Qualified Independent Candidate that Wishes to use Third-Party ID on the Ballot

The following two letters must be filed:

1. A letter signed by the State Chair stating the following:
 - The group has been in existence for at least six months prior to the filing of its nominee.
 - The group has a state central committee composed of registered voters from each of Virginia's 11 congressional districts in continual existence for the six months prior to the filing of its nominee.
 - The group has a party plan and bylaws.
2. A letter signed by the State Chair and signed by the candidate stating the following:
 - The Chair certifies the candidate is the nominee of the party.
 - The candidate accepts the nomination of the party.



Reference Virginia Code § [24.2-613](#).



File starting **June 3, 2025**.

File ending **July 11, 2025**.



Mail, deliver, or email (ea@elections.virginia.gov) to the Department of Elections.



The Department of Elections recommends that the independent candidate provide this information to the State Chair of their party. This presumably will assure that the party will provide the nominee with what they need to file with the Department of Elections by the appropriate deadline.

Campaign Finance Accounts and Reporting

The Federal Election Commission is responsible for federal campaign disclosure laws. Federal law requires candidates to register and disclose campaign receipts and expenditures and to abide by certain contribution limits and prohibitions. Please contact the Federal Election Commission for more information (1050 First Street, NE, Washington, D.C. 20463, or on the web at www.fec.gov).

General Disclaimer

The electronic version of this Candidate Bulletin can be found on the Department of Elections website: <https://www.elections.virginia.gov/candidatepac-info/candidate-bulletins/>

Candidates are responsible for complying with all current applicable local, state, and federal laws and regulations.

This Candidate Bulletin provides an overview of Virginia electoral requirements only. It does not purport to provide legal advice or binding statements of official policy. Rather, the Candidate Bulletin describes election law found in the Code of Virginia. Applicable laws and regulations are subject to change in content and interpretation.