

GENERAL LOCAL AND SCHOOL ELECTION

NOMINATION & CANDIDATE INFORMATION PACKAGE

Mayor / Councillor

Table of Contents

	Pages
Letter from Chief Election Officer	1 to 5
 Part 1 – Nomination Documents	 6
▪ Candidate Nomination Package – Mayor or Councillor	7 to 18
▪ Overview and Instructions for the Candidate Profile	19 to 21
▪ 2026 Candidate Profile Form	22 to 24
▪ CivicInfo BC Candidate Information Form - Mayor/Councillor Candidates (For Public Release)	25
▪ Contact Information Form (For Public Release)	26
▪ Non-Public Contact Information Form (For Elections Office Use Only)	27
▪ Acknowledgement of Receipt and Undertaking for the Use of the Voters List	28
 Part 2 – General Information about the Richmond Election	 29
▪ Candidate’s Calendar	30
▪ Voting Opportunities in Richmond	31 to 37
▪ Voters List Confidentiality	38
▪ Richmond Election Online Spaces	39
▪ Scrutineers and Candidate Representatives (Your Role While at the Voting Place)	40
▪ Guidelines for Political Usage of City Facilities and Park Spaces and the City of Richmond’s Code of Conduct for a Respectful Environment	41 to 46

GENERAL LOCAL AND SCHOOL ELECTION

NOMINATION & CANDIDATE INFORMATION PACKAGE

Mayor / Councillor

Table of Contents

Part 3 – Election Signage	47
▪ Guide to Election Sign Placement	48 to 52
▪ Maps of 100 metre radius of all voting locations	53 to 92
▪ Map of Richmond Voting Divisions	93
Part 4 – Campaign Financing (Elections BC Resources)	94
▪ Campaign Financing Disclosures - Overview	95
▪ Election Expense Limits in Richmond - Overview	96
Part 5 – General Guides and Brochures (Province / Ministry Resources)	97
▪ Candidate’s Guide – Guide to Campaign Financing for Local Candidates and Financial Agents in B.C. http://elections.bc.ca/docs/lecfa/guide-to-local-elections-campaign-financing-in-bc-for-candidates-and-their-financial-agents.pdf	Available Online
▪ Elector Organizations Guide - Guide to Campaign Financing for Elector Organizations and Financial Agents in B.C. http://elections.bc.ca/docs/lecfa/guide-to-local-elections-campaign-financing-in-bc-for-elector-organizations-and-their-financial-agents.pdf	Available Online
▪ Third Party Advertising Sponsors Guide – Guide for Local Elections Third Party Sponsors in B.C. http://elections.bc.ca/docs/lecfa/guide-for-local-elections-third-party-sponsors-in-bc.pdf	Available Online

GENERAL LOCAL AND SCHOOL ELECTION

NOMINATION & CANDIDATE INFORMATION PACKAGE

Mayor / Councillor

Table of Contents

▪ Disclosure Statement Forms –	
○ Candidates (Form 4300) https://elections.bc.ca/docs/lecfa/fill-in-4300.pdf	
○ Elector Organizations (Form 4400) https://elections.bc.ca/docs/lecfa/fill-in-4400.pdf	Available Online
○ Third Party Sponsors (Form 4500) https://elections.bc.ca/docs/lecfa/fill-in-4500.pdf	
▪ General Local Elections 101 https://www2.gov.bc.ca/assets/gov/british-columbians-our-governments/local-governments/governance-powers/general_local_elections_101.pdf	Available Online
▪ Thinking of Running for Local Office? https://www2.gov.bc.ca/assets/gov/british-columbians-our-governments/local-governments/governance-powers/thinking_about_running_local_office.pdf	Available Online
▪ What Every Candidate Needs to Know https://www2.gov.bc.ca/assets/gov/british-columbians-our-governments/local-governments/governance-powers/what_every_candidate_needs_know.pdf	Available Online
▪ Candidate's Guide to Local Government Elections in B.C. https://www2.gov.bc.ca/assets/gov/british-columbians-our-governments/local-governments/governance-powers/candidates_guide_to_local_elections.pdf	Available Online
▪ Financial Disclosure Act – Ministry of Attorney General Fact Sheet https://elections.bc.ca/docs/forms/DisclosureFactsheetWEB-MLAs.pdf	Available Online



July 27, 2026
File: 12-8125-95-02/Vol 01

Finance and Corporate Services Division
Richmond Elections Office
Telephone: 604-276-4100

Dear Candidate:

Re: SUBMISSION OF NOMINATIONS FOR MAYOR, COUNCILLOR AND SCHOOL TRUSTEE

As Chief Election Officer for the General Local and School Election to be held on Saturday, October 17, 2026, I am available, along with the Richmond Elections Office staff, to assist you in any way we can regarding the election process. I would therefore urge you to contact the Elections Office if you have any questions.

Included in this Nomination and Candidate Information Package are the necessary forms and related information resources which explain the nomination process and the election. I would encourage you to read through these documents prior to completing your nomination forms to familiarize yourself with all aspects of the election and your responsibilities as a candidate.

The period during which nomination forms can be filed, **by appointment only**, is:

Tuesday, September 1, 2026, 9:00 am to Friday, September 11, 2026, 4:00 pm

In accordance with the *Local Government Act*, nominations cannot be accepted before or after these dates and times. Due to the number of forms and statutory declarations that are required, I suggest that you plan to spend at least 20 minutes at City Hall to file your nomination. **All candidates will be required to book an appointment to file their nomination documents.**

This letter provides a general outline and overview of the Nomination and Candidate Information Package and focuses on several key points.

Part 1 – Nomination Documents

This part of the package includes all the necessary forms to become a candidate, including the candidate nomination forms, the elector organization endorsement forms, the candidate profile forms and instructions, and the candidate public and non-public contact information forms.

- **Nomination documents and forms** – Please complete the candidate nomination documents in the candidate nomination package. Only two nominators are required and there is no nomination filing fee in Richmond. **Complete all the necessary forms before making an appointment and coming into City Hall.**
- **Candidate profiles** – Richmond is offering the opportunity for candidates to provide and have published a brief candidate profile. The purpose of the candidate profile is to provide the public with a central and easily found resource about the candidates in the election. The profiles will be published electronically on the City website at Richmond.ca/elections, as part of the Richmond

Election mobile app, as well as in a hard-copy Voter's Guide that will be distributed to Richmond households. For the profile, each candidate will have the option to provide a photograph, a 150-word statement and various contact information including email, website addresses and social media channels. Participation is voluntary but encouraged. **Please be advised that candidates wishing to submit a profile in hard copy must do so when filing their nomination documents. Alternatively, you may submit an electronic version in advance at elections@richmond.ca. Written profiles and the photograph will not be accepted after the scheduled filing appointment.**

- In addition to the candidate profile form, an overview and instruction sheet on completing the candidate profile is included in this package.
- **Appointment of candidate representatives** – You may appoint an **official agent** to represent you for the election. Such an appointment must be made in writing using the prescribed form.

You may also appoint a **financial agent** to represent you in connection with all financial matters relating to your campaign. A separate form for appointing the financial agent is also included in the package. If you choose, you may appoint the same person to act as your official agent and your financial agent. If you do not appoint a financial agent, you are automatically deemed to be your own financial agent and therefore responsible for fulfilling all requirements of the *Local Elections Campaign Financing Act* relating to your campaign.

You may also appoint **scrutineers/candidate representatives** (“CR”) to represent you to observe the conduct of voting on election day and at all advance voting opportunities.

Scrutineers/candidate representatives may speak with the Presiding Election Official at each voting place to determine where they may stand, taking into account staff work areas, voting equipment, voter privacy, and movement within the location. A maximum of two candidate representatives per candidate per voting place is permitted at any one time. Candidate representatives must be appointed using the prescribed form and appointed candidate representatives should present a copy of their appointment forms to the Presiding Election Official when they arrive at the voting place. A candidate representative appointment form is included in the nomination package, and you may photocopy this form as many times as required for as many candidate representatives you wish to appoint. An information sheet on the role of candidate representatives while at a voting place is included in Part 2 of this package.

- **The Voters List** – As a candidate you are entitled to a copy of the Voters List. The Elections Office will provide each candidate with an electronic copy free of charge. Candidates should be aware that the Voters List contains personal information and may only be inspected or used for bona fide election purposes. Included in Part 2 of this package is a detailed information sheet on the confidentiality of the Voters List. Candidates must sign and submit a form as part of the nomination process acknowledging their responsibility to properly handle and protect the Voters List from improper access or use. The USB drive containing the Voters List must be returned to the City of Richmond Chief Election Officer following the election.

Part 2 – General Information about the Richmond Election

The second part of the Nomination and Candidate Information Package includes key information about how the Richmond Election is conducted, the voting opportunities that are available, the various information sources relating to the election and the Voters List.

- **Richmond is voting divisionally** – In this election, on General Voting Day (October 17, 2026), Richmond voters are required to vote at a specific designated voting place located in the voters'

neighbourhood. A complete listing of voting places in Richmond appears later in this information package and is also available on the Elections website (Richmond.ca/elections). Before October 17th, registered electors will receive a Voter Card in the mail that will indicate which voting location is their designated voting place. Alternately, members of the public can find out where their designated voting place is by using the “Where do I vote?” search tool on the Elections website.

- **Advance voting** – There will also be 12 advance voting opportunities spread over five days. Voting times at all voting opportunities will be from 8:00 am to 8:00 pm. Advance voting opportunities are open to all qualified electors. No special circumstances apply to attend advance voting. Advance voting will be held on:
 - Saturday, October 3, 2026, at: Richmond City Hall and Cambie Secondary School;
 - Wednesday, October 7, 2026, at Richmond City Hall;
 - Thursday, October 8, 2026, at: Richmond City Hall and City Centre Community Centre;
 - Friday, October 9, 2026, at Richmond City Hall;
 - Saturday, October 10, 2026, at:
 - Richmond City Hall
 - Burnett Secondary School
 - Cambie Secondary School
 - Hamilton Elementary School
 - McMath Secondary School
 - McRoberts Secondary School
- **The automated vote counting system** – Along with many other municipalities in BC, Richmond uses automated vote counting machines to count paper ballots. In addition to the general efficiency and accuracy of this system, one advantage of using an automated vote counting system is that voters cannot accidentally disenfranchise themselves by voting for too many candidates, thereby spoiling their ballot. If this should occur, the ballot will be returned to the voter by the vote counting machine and the voter will be given an opportunity to replace their spoiled ballot.
- **Voting by mail ballot** – The City will offer a mail-in ballot option for all eligible electors. Electors will be able to request a mail ballot package online at www.richmond.ca/elections or by calling the Mail Ballot Office. Mail ballot packages will be available in late September/early October, and members of the public can apply in advance to vote by mail ballot. The package will include instructions on how to complete and return the mail ballot.
- **2026 Richmond Election online spaces** – Information for voters will be available at www.richmond.ca/elections, and the free 2026 Richmond Election app (available on Android and Apple devices). The Richmond Elections Office will also be using the City of Richmond’s Facebook, Instagram and X channels to inform and engage Richmond residents to participate in the election process. All City social media channels are strictly non-partisan and will not host political discussion or commentary. The City of Richmond is not responsible for comments made by its social media followers and will manage content as per the City’s [social media user policy](#). Please review Elections BC’s quick reference sheet regarding election advertising rules for candidates and elector organizations in the *Local Election Campaign Financing Act* (LECFA): <https://elections.bc.ca/docs/lecfa/4500003-Local-election-advertising-quick-reference-sheet.pdf>
- **Guidelines for Political Usage of City Facilities and Park Spaces and the City of Richmond’s Code of Conduct for a Respectful Environment** – This section will provide candidates with information on the City’s expectations for respectful conduct and the permitted use of City facilities, parks, and event spaces for political activities. It will include the City of Richmond’s Code of Conduct for a Respectful Environment and guidelines for political usage of facility and park spaces. Candidates will be reminded that campaigning is not permitted at City-organized or City-supported

events, inside City facilities (unless a permitted space has been properly booked), or through campaign signs posted in City facilities or parks.

Part 3 – Election Signage

- **Election campaign signs during the campaign period** – With regard to the placement of election signs, the protection of public safety and public amenities is of paramount importance. In general, candidates must ensure that no political signs are placed on city property. A detailed guide titled ***“Guide to Election Sign Placement”*** has been prepared and is included as part of this package. Please familiarize yourself and your volunteers with the election sign regulations to avoid having to relocate your signs or having to retrieve them from the City Hall Annex or City Works Yard if they must be removed by bylaw enforcement staff. Under the bylaw, **election signage is not to be erected anywhere until September 1, 2026** (the beginning of the nomination period) and must be taken down no later than October 24, 2026.
- **Election signs and campaign activity at the time of voting** – The *Local Government Act* (s.163) prohibits election signs and other election campaign activity within 100 metres of a voting place while voting is underway, on General Voting Day and during all advance polls. The Act provides **serious penalties** for contravention of this section and for other election offences. To avoid any unlawful sign placement or campaign activity during voting proceedings, please consult the enclosed maps that clearly show the 100-metre zones around the voting places where campaign activity and election signage is not permitted.
- **Election advertising sponsorship information** – Under the *Local Elections Campaign Financing Act*, election advertising, such as billboards, commercials, and mailing material must include sponsorship information during the campaign period (September 19 - October 17, 2026). The definition of election advertising is very broad and includes signage, print, radio, television, or social media/electronic communication advertising. The following sponsorship information must be included on election signage: (1) the name of the financial agent, (2) the words “authorized by”, and (3) a BC phone number or BC mailing address or an email address at which the financial agent can be contacted. Sponsorship information must be in English. If the signage or advertising is in another language, then the sponsorship information must also be in that language and in English. Please consult the Elections BC guides or the legislation for the full requirements. It should be noted that the City’s logo and branding is prohibited to be used by candidates in their advertising materials.

Part 4 – Campaign Financing (Elections BC Resources)

In accordance with the *Local Elections Campaign Financing Act*, responsibility for campaign financing oversight is under the jurisdiction of Elections BC. Accordingly, Elections BC has requested that all campaign financing inquiries be handled directly by Elections BC staff to ensure consistency of information. If you have any questions or concerns regarding campaign financing, please call **Elections BC toll-free at 1-800-661-8683** to speak to a compliance specialist or email electoral.finance@elections.bc.ca.

- **Campaign financing disclosures** – Once you have filed your nomination papers, the Richmond Elections Office will notify Elections BC that you are a candidate. Elections BC will then contact you regarding your campaign financing disclosure forms and your responsibilities under the *Local Elections Campaign Financing Act*. Your completed campaign financing disclosures are due no later than January 15, 2027, and must be filed directly with Elections BC.
- **Campaign financing guides and forms** – The Elections BC website (elections.bc.ca) includes the necessary forms and several detailed guides which provide all the pertinent information every candidate needs to be aware of in relation to campaign financing disclosures. Links to these resources

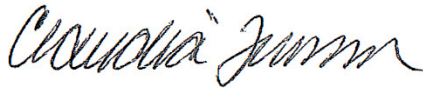
are provided in the Table of Contents to the Nomination and Candidate Information Package as well as on the Elections website (Richmond.ca/elections).

Part 5 – General Guides and Brochures (Province / Ministry Resources)

This section contains links to helpful guides, brochures, and resources from the Province of British Columbia, the Ministry of Housing and Municipal Affairs, and Elections BC. These materials are provided for general information and may assist candidates in understanding election-related requirements, processes, and responsibilities. The resources included in this section are not exhaustive and may be updated from time to time. Candidates are encouraged to take the time to review these materials, as they may be helpful throughout the nomination and election process.

In closing, I would reiterate that the Elections Office staff are available to assist you with the nomination process, and that you should feel free to call the office at 604-276-4100 if you have any questions regarding your nomination or the election process.

Yours truly,

A handwritten signature in black ink, appearing to read 'Claudia Jesson', with a stylized, flowing script.

Claudia Jesson
Chief Election Officer
City of Richmond

Part 1

Nomination Documents

CANDIDATE NOMINATION PACKAGE

Use the Candidate Cover Sheet and Checklist Form C1 to ensure that the Candidate Nomination Package is complete and meets the legislative requirements of the *Local Government Act*, *Local Elections Campaign Financing Act*, *Financial Disclosure Act* and/or *Vancouver Charter*.

The Candidate Cover Sheet and Checklist Form C1 serve as a guide to the forms that must be submitted by a Candidate, their Official Agent and/or their Financial Agent to the Chief Election Officer as part of the nomination process.

Ensure that, for each item checked off on the Checklist Form C1 (Section B), the relevant form is completed and attached.

NOTE: Candidate Nomination documents can be submitted to the Chief Election Officer in-person, by mail, by fax or by email. Local government contact information is available online at:
<https://www/civicinfo.bc.ca/directories>

The Candidate Cover Sheet and Checklist Form C1 are for the Chief Election Officer's reference only and do not constitute part of the Candidate Nomination Package.

Completing only the Candidate Cover Sheet and Checklist Form C1 **does not** constitute completion of the Candidate Nomination Package, nor does it satisfy the legislative requirements set out in the *Local Government Act*, *Local Elections Campaign Financing Act*, *Financial Disclosure Act* and/or *Vancouver Charter*.

COMPLETION INSTRUCTIONS:

1. Record the Candidate's full name.
2. Record the office for which the Candidate is seeking election.
3. Use section B of the Candidate Cover Sheet and Checklist Form C1 to identify which forms have been completed and are included in the Candidate Nomination Package.
4. Return the completed package to the Chief Election Officer.

As per *Local Elections Campaign Financing Act* requirements, the following forms will be forwarded to Elections BC by the Chief Election Officer:

- C2 – Nomination Documents (only page 3);
- C3 – Other Information Provided by Candidate; and,
- C4 – Appointment of Candidate Financial Agent.

After election results have been declared, please send any changes to documents previously provided to Elections BC to:

Elections BC
PO Box 9275 Stn Prov Govt
Victoria BC V8W 9J6
Toll-free fax: 1-866-466-0665
Email: electoral.finance@elections.bc.ca

C1 – Candidate Cover Sheet and Checklist Form

PLEASE PRINT IN BLOCK LETTERS

SECTION A

CANDIDATE'S LAST NAME	FIRST NAME	MIDDLE NAME(S)
NAME OF OFFICE FOR WHICH CANDIDATE IS SEEKING ELECTION (E.G., MAYOR, COUNCILLOR, ELECTORAL AREA DIRECTOR)		

SECTION B

This nomination package includes the following completed forms, appointments, consents and declarations:

- ☐ **C2 – Nomination Documents**
- ☐ **C3 – Other Information Provided by Candidate**
- ☐ **C4 – Appointment of Candidate Financial Agent** (if Candidate is not acting as own Financial Agent)
- ☐ **C5 – Appointment of Candidate Official Agent** (if applicable)
- ☐ **C6 – Appointment of Candidate Scrutineer** (if applicable)
- ☐ **Statement of Disclosure: *Financial Disclosure Act*** (required under the *Financial Disclosure Act*)

Disclaimer: All attempts have been made to ensure the accuracy of the forms contained in the Candidate Nomination Package; however, the forms are not a substitute for provincial legislation and/or regulations.

Please refer directly to the latest consolidation of provincial statutes at BC Laws (www.bclaws.ca) for applicable election-related provisions and requirements

C2 – Nomination Documents

PLEASE PRINT IN BLOCK LETTERS

JURISDICTION (NAME OF MUNICIPALITY OR REGIONAL DISTRICT)		ELECTION AREA (NAME OF MUNICIPALITY, NEIGHBOURHOOD CONSTITUENCY, OR REGIONAL DISTRICT ELECTORAL AREA)
We, the following electors of the above-named jurisdiction, hereby nominate:		
NOMINEE'S LAST NAME	FIRST NAME	MIDDLE NAME(S)
USUAL NAME OF PERSON NOMINATED IF DIFFERENT FROM ABOVE AND PREFERRED BY THE PERSON NOMINATED TO APPEAR ON THE BALLOT		
RESIDENTIAL ADDRESS (STREET ADDRESS)	CITY/TOWN	POSTAL CODE
MAILING ADDRESS IF DIFFERENT FROM RESIDENTIAL ADDRESS (STREET ADDRESS/PO BOX NUMBER)	CITY/TOWN	POSTAL CODE
As a Candidate for the office of:		
POSITION (E.G., MAYOR, COUNCILLOR, ELECTORAL AREA DIRECTOR)	JURISDICTION (NAME OF MUNICIPALITY OR REGIONAL DISTRICT)	

Each of us **affirms** that to the best of our knowledge, the above-named person nominated for office:

1. Is or will be on general voting day for the election, 18 years of age or older.
2. Is a Canadian citizen.
3. Has been a resident of British Columbia, as determined in accordance with section 67 of the *Local Government Act*, for the past six months immediately preceding today's date.
4. Is not disqualified under the *Local Government Act* or any other enactment from voting in an election in British Columbia or from being nominated for, being elected to or holding the office or be otherwise disqualified by law.

A Nominator MUST be a qualified elector of the municipality or electoral area (or neighbourhood constituency, if applicable) where the candidate is running. Elector qualifications are listed in section 65 & 66 of the *Local Government Act* and section 23 & 24 of the *Vancouver Charter*.

NOMINATOR'S NAME (FIRST, MIDDLE AND LAST NAMES)	NOMINATOR'S NAME (FIRST, MIDDLE AND LAST NAMES)
RESIDENTIAL ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A RESIDENT ELECTOR	RESIDENTIAL ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A RESIDENT ELECTOR
PROPERTY ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A NON-RESIDENT PROPERTY ELECTOR	PROPERTY ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A NON-RESIDENT PROPERTY ELECTOR
☐ BY CHECKING THIS BOX YOU CONFIRM THAT YOU ARE A QUALIFIED ELECTOR IN THE JURISDICTION THE CANDIDATE IS RUNNING FOR OFFICE	☐ BY CHECKING THIS BOX YOU CONFIRM THAT YOU ARE A QUALIFIED ELECTOR IN THE JURISDICTION THE CANDIDATE IS RUNNING FOR OFFICE
NOMINATOR'S SIGNATURE	NOMINATOR'S SIGNATURE

Please see over for additional space when more than two nominators are required. Copies can be made as needed.

I consent to the above nomination for office:

NOMINEE'S SIGNATURE	DATE: (YYYY/MM/DD)
---------------------	--------------------

CANDIDATE NOMINATION PACKAGE

Each of us **affirms** that to the best of our knowledge, the above-named person nominated for office:

1. Is or will be on general voting day for the election, 18 years of age or older.
2. Is a Canadian citizen.
3. Has been a resident of British Columbia, as determined in accordance with section 67 of the *Local Government Act*, for the past six months immediately preceding today's date.
4. Is not disqualified under the *Local Government Act* or any other enactment from voting in an election in British Columbia or from being nominated for, being elected to or holding the office or be otherwise disqualified by law.

A Nominator MUST be a qualified elector of the municipality or electoral area (or neighbourhood constituency, if applicable) where the candidate is running. Elector qualifications are listed in section 65 & 66 of the *Local Government Act* and section 23 & 24 of the *Vancouver Charter*.

NOMINATOR'S NAME (FIRST, MIDDLE AND LAST NAMES)	NOMINATOR'S NAME (FIRST, MIDDLE AND LAST NAMES)
RESIDENTIAL ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A RESIDENT ELECTOR	RESIDENTIAL ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A RESIDENT ELECTOR
PROPERTY ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A NON-RESIDENT PROPERTY ELECTOR	PROPERTY ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A NON-RESIDENT PROPERTY ELECTOR
☐ BY CHECKING THIS BOX YOU CONFIRM THAT YOU ARE A QUALIFIED ELECTOR IN THE JURISDICTION THE CANDIDATE IS RUNNING FOR OFFICE	☐ BY CHECKING THIS BOX YOU CONFIRM THAT YOU ARE A QUALIFIED ELECTOR IN THE JURISDICTION THE CANDIDATE IS RUNNING FOR OFFICE
NOMINATOR'S SIGNATURE	NOMINATOR'S SIGNATURE

NOMINATOR'S NAME (FIRST, MIDDLE AND LAST NAMES)	NOMINATOR'S NAME (FIRST, MIDDLE AND LAST NAMES)
RESIDENTIAL ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A RESIDENT ELECTOR	RESIDENTIAL ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A RESIDENT ELECTOR
PROPERTY ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A NON-RESIDENT PROPERTY ELECTOR	PROPERTY ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A NON-RESIDENT PROPERTY ELECTOR
☐ BY CHECKING THIS BOX YOU CONFIRM THAT YOU ARE A QUALIFIED ELECTOR IN THE JURISDICTION THE CANDIDATE IS RUNNING FOR OFFICE	☐ BY CHECKING THIS BOX YOU CONFIRM THAT YOU ARE A QUALIFIED ELECTOR IN THE JURISDICTION THE CANDIDATE IS RUNNING FOR OFFICE
NOMINATOR'S SIGNATURE	NOMINATOR'S SIGNATURE

NOMINATOR'S NAME (FIRST, MIDDLE AND LAST NAMES)	NOMINATOR'S NAME (FIRST, MIDDLE AND LAST NAMES)
RESIDENTIAL ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A RESIDENT ELECTOR	RESIDENTIAL ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A RESIDENT ELECTOR
PROPERTY ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A NON-RESIDENT PROPERTY ELECTOR	PROPERTY ADDRESS (CITY/TOWN, STREET ADDRESS, POSTAL CODE) IF NOMINATING AS A NON-RESIDENT PROPERTY ELECTOR
☐ BY CHECKING THIS BOX YOU CONFIRM THAT YOU ARE A QUALIFIED ELECTOR IN THE JURISDICTION THE CANDIDATE IS RUNNING FOR OFFICE	☐ BY CHECKING THIS BOX YOU CONFIRM THAT YOU ARE A QUALIFIED ELECTOR IN THE JURISDICTION THE CANDIDATE IS RUNNING FOR OFFICE
NOMINATOR'S SIGNATURE	NOMINATOR'S SIGNATURE

C2 – Nomination Documents

PLEASE PRINT IN BLOCK LETTERS

I do solemnly declare as follows:

1. I am qualified under section 81 of the *Local Government Act* to be nominated, elected and to hold the office of:

POSITION (E.G., MAYOR, COUNCILLOR, ELECTORAL AREA DIRECTOR)

2. I am or will be on general voting day for the election, 18 years of age or older.
3. I am a Canadian citizen.
4. I have been a resident of British Columbia, as determined in accordance with section 67 of the *Local Government Act*, for the past six months immediately preceding today's date.
5. I am not disqualified by the *Local Government Act* or any other enactment from voting in an election in British Columbia or from being nominated for, being elected to or holding the office, or be otherwise disqualified by law.
6. To the best of my knowledge, the information provided in these nomination documents is true.
7. I fully intend to accept the office if elected.
8. I am aware of and understand the requirements and restrictions of the *Local Elections Campaign Financing Act* and I intend to fully comply with those requirements and restrictions.

NOMINEE'S SIGNATURE

DECLARED BEFORE ME: CHIEF ELECTION OFFICER OR COMMISSIONER FOR TAKING AFFIDAVITS FOR BRITISH COLUMBIA

AT: (LOCATION)

DATE: (YYYY/MM/DD)

☐

I am acting as my own Financial Agent

☐

I have appointed as my Financial Agent

NOMINEE'S SIGNATURE

FINANCIAL AGENT'S NAME (IF APPLICABLE)

ELECTOR ORGANIZATION CANDIDATE ENDORSEMENT AND CONSENT

NAME OF ELECTOR ORGANIZATION (AS REGISTERED WITH ELECTIONS BC):

PRINCIPLE OFFICIAL'S LAST NAME

FIRST NAME

MIDDLE NAME(S)

The above-named Elector Organization Agrees to Endorse:

CANDIDATE'S LAST NAME

FIRST NAME

MIDDLE NAME(S)

PRINCIPLE OFFICIAL'S SIGNATURE

DATE: (YYYY/MM/DD)

I consent to the endorsement by the above-named Elector Organization

CANDIDATE'S SIGNATURE

DATE: (YYYY/MM/DD)

C3 – Other Information Provided by Candidate

PLEASE PRINT IN BLOCK LETTERS

Office for which the individual is a nominee:

POSITION (E.G., MAYOR, COUNCILLOR, ELECTORAL AREA DIRECTOR)	JURISDICTION (NAME OF MUNICIPALITY OR REGIONAL DISTRICT)	ELECTION AREA (NAME OF MUNICIPALITY, NEIGHBOURHOOD CONSTITUENCY, OR REGIONAL DISTRICT ELECTORAL AREA)
NOMINEE'S LAST NAME	FIRST NAME	MIDDLE NAME(S)
USUAL NAME OF PERSON NOMINATED IF DIFFERENT FROM ABOVE AND PREFERRED BY THE PERSON NOMINATED TO APPEAR ON THE BALLOT		
MAILING ADDRESS (STREET ADDRESS/PO BOX NUMBER) AS PROVIDED IN THE NOMINATION DOCUMENTS	CITY/TOWN	POSTAL CODE
ADDRESS FOR SERVICE (STREET ADDRESS OR EMAIL ADDRESS)	CITY/TOWN	POSTAL CODE
TELEPHONE NUMBER	EMAIL ADDRESS (IF AVAILABLE)	

Additional Addresses for Service Information

OPTIONAL

MAILING ADDRESS (STREET ADDRESS/PO BOX NUMBER) IF EMAIL WAS PROVIDED AS ADDRESS FOR SERVICE	CITY/TOWN	POSTAL CODE
FAX NUMBER	EMAIL ADDRESS IF MAILING ADDRESS WAS PROVIDED AS ADDRESS FOR SERVICE	

Please ensure that name and mailing address information is the same as that entered on FORM C2 – NOMINATION DOCUMENTS

C4 – Appointment of Candidate Financial Agent

PLEASE PRINT IN BLOCK LETTERS

CANDIDATE'S LAST NAME	FIRST NAME	MIDDLE NAME(S)
POSITION (E.G., MAYOR, COUNCILLOR, ELECTORAL AREA DIRECTOR)	JURISDICTION (NAME OF MUNICIPALITY OR REGIONAL DISTRICT)	ELECTION AREA (NAME OF MUNICIPALITY, NEIGHBOURHOOD CONSTITUENCY, OR REGIONAL DISTRICT ELECTORAL AREA)
I hereby appoint as my Financial Agent for the:		
GENERAL VOTING DATE: (YYYY/MM/DD)	☐ General Local Election	☐ By-election
FINANCIAL AGENT'S LAST NAME	FIRST NAME	MIDDLE NAME(S)
MAILING ADDRESS (STREET ADDRESS/PO BOX NUMBER)	CITY/TOWN	POSTAL CODE
TELEPHONE NUMBER	EMAIL ADDRESS (IF AVAILABLE)	
EFFECTIVE DATE OF APPOINTMENT: (YYYY/MM/DD)		
CANDIDATE'S SIGNATURE	DATE: (YYYY/MM/DD)	

I hereby consent to act as the Financial Agent for the above-named Candidate for the:		
GENERAL VOTING DATE: (YYYY/MM/DD)	☐ General Local Election	☐ By-election
FINANCIAL AGENT ADDRESS FOR SERVICE (STREET ADDRESS OR EMAIL ADDRESS)	CITY/TOWN	POSTAL CODE
Additional Addresses for Service Information		OPTIONAL
MAILING ADDRESS (STREET ADDRESS/PO BOX NUMBER) IF EMAIL WAS PROVIDED AS ADDRESS FOR SERVICE	CITY/TOWN	POSTAL CODE
FAX NUMBER	EMAIL ADDRESS IF MAILING ADDRESS WAS PROVIDED AS ADDRESS FOR SERVICE	
FINANCIAL AGENT'S SIGNATURE	DATE: (YYYY/MM/DD)	

C5 – Appointment of Candidate Official Agent

PLEASE PRINT IN BLOCK LETTERS

CANDIDATE'S LAST NAME	FIRST NAME	MIDDLE NAME(S)
POSITION (E.G., MAYOR, COUNCILLOR, ELECTORAL AREA DIRECTOR)	JURISDICTION (NAME OF MUNICIPALITY OR REGIONAL DISTRICT)	ELECTION AREA (NAME OF MUNICIPALITY, NEIGHBOURHOOD CONSTITUENCY, OR REGIONAL DISTRICT ELECTORAL AREA)
I hereby appoint as my Official Agent for the:		
GENERAL VOTING DATE: (YYYY/MM/DD)	☐ General Local Election	☐ By-election
OFFICIAL AGENT'S LAST NAME	FIRST NAME	MIDDLE NAME(S)
MAILING ADDRESS (STREET ADDRESS/PO BOX NUMBER)	CITY/TOWN	POSTAL CODE
☐ I hereby delegate to the above-named official agent the authority to appoint scrutineers.		
CANDIDATE'S SIGNATURE	DATE: (YYYY/MM/DD)	

C6 – Appointment of Candidate Scrutineer

PLEASE PRINT IN BLOCK LETTERS

CANDIDATE'S LAST NAME	FIRST NAME	MIDDLE NAME(S)
POSITION (E.G., MAYOR, COUNCILLOR, ELECTORAL AREA DIRECTOR)	JURISDICTION (NAME OF MUNICIPALITY OR REGIONAL DISTRICT)	ELECTION AREA (NAME OF MUNICIPALITY, NEIGHBOURHOOD CONSTITUENCY, OR REGIONAL DISTRICT ELECTORAL AREA)
I hereby appoint as my Scrutineer for the:		
GENERAL VOTING DATE: (YYYY/MM/DD)	☐ General Local Election	☐ By-election
SCRUTINEER'S LAST NAME	FIRST NAME	MIDDLE NAME(S)
MAILING ADDRESS (STREET ADDRESS/PO BOX NUMBER)	CITY/TOWN	POSTAL CODE
CANDIDATE'S SIGNATURE	DATE: (YYYY/MM/DD)	

You must complete a Statement of Disclosure form if you are:

- a nominee for election to provincial or local government office*, as a school trustee or as a director of a francophone education authority
- an elected local government official
- an elected school trustee, or a director of a francophone education authority
- an employee designated by a local government, a francophone education authority or the board of a school district
- a public employee designated by the Lieutenant Governor in Council

*("local government" includes municipalities, regional districts and the Islands Trust)

Who has access to the information on this form?

The *Financial Disclosure Act* requires you to disclose assets, liabilities and sources of income. Under section 6 (1) of *the Act*, statements of disclosure filed by nominees or municipal officials are available for public inspection during normal business hours. Statements filed by designated employees are not routinely available for public inspection. If you have questions about this form, please contact your solicitor or your political party's legal counsel.

What is a trustee? – s. 5 (2)

In the following questions the term "trustee" does not mean school trustee or Islands Trust trustee. Under the *Financial Disclosure Act* a trustee:

- holds a share in a corporation or an interest in land for your benefit, or is liable under the *Income Tax Act* (Canada) to pay income tax on income received on the share or land interest
- has an agreement entitling him or her to acquire an interest in land for your benefit

Person making disclosure:	last name	first & middle name(s)
Street, rural route, post office box:		
City:		Province:
		Postal Code:
Level of government that applies to you:	☐ provincial ☐ local government ☐ school board/francophone education authority	

If sections do not provide enough space, attach a separate sheet to continue.

Assets – s. 3 (a)

List the name of each corporation in which you hold one or more shares, including shares held by a trustee on your behalf:

Liabilities – s. 3 (e)

List all creditors to whom you owe a debt. Do not include residential property debt (mortgage, lease or agreement for sale), money borrowed for household or personal living expenses, or any assets you hold in trust for another person:

creditor's name(s)

creditor's address(es)

Income – s. 3 (b-d)

List each of the businesses and organizations from which you receive financial remuneration for your services and identify your capacity as owner, part-owner, employee, trustee, partner or other (e.g. director of a company or society).

- Provincial nominees and designated employees must list all sources of income in the province.
- Local government officials, school board officials, francophone education authority directors and designated employees must list only income sources within the regional district that includes the municipality, local trust area or school district for which the official is elected or nominated, or where the employee holds the designated position.

your capacity

name(s) of business(es)/organization(s)

Real Property – s. 3 (f)

List the legal description and address of all land in which you, or a trustee acting on your behalf, own an interest or have an agreement which entitles you to obtain an interest. Do not include your personal residence.

- Provincial nominees and designated employees must list all applicable land holdings in the province.
- Local government officials, school board officials, francophone education authority directors and designated employees must list only applicable land holdings within the regional district that includes the municipality, local trust area or school district for which the official is elected or nominated, or where the employee holds the designated position.

legal description(s)

address(es)

Corporate Assets – s. 5

Do you individually, or together with your spouse, child, brother, sister, mother or father, own shares in a corporation which total more than 30% of votes for electing directors? (Include shares held by a trustee on your behalf, but not shares you hold by way of security.)

☐ no ☐ yes

If yes, please list the following information below & continue on a separate sheet as necessary:

- the name of each corporation and all of its subsidiaries
- in general terms, the type of business the corporation and its subsidiaries normally conduct
- a description and address of land in which the corporation, its subsidiaries or a trustee acting for the corporation, own an interest, or have an agreement entitling any of them to acquire an interest
- a list of creditors of the corporation, including its subsidiaries. You need not include debts of less than \$5,000 payable in 90 days
- a list of any other corporations in which the corporation, including its subsidiaries or trustees acting for them, holds one or more shares.

signature of person making disclosure

date

Where to send this completed disclosure form:

Local government officials:

... to your local chief election officer

- with your nomination papers, and

... to the officer responsible for corporate administration

- between the 1st and 15th of January of each year you hold office, and
- by the 15th of the month after you leave office

School board trustees/Francophone Education Authority directors:

... to the secretary treasurer or chief executive officer of the authority

- with your nomination papers, and
- between the 1st and 15th of January of each year you hold office, and
- by the 15th of the month after you leave office

Nominees for provincial office:

- with your nomination papers. If elected you will be advised of further disclosure requirements under the *Members' Conflict of Interest Act*

Designated Employees:

... to the appropriate disclosure clerk (local government officer responsible for corporate administration, secretary treasurer, or Clerk of the Legislative Assembly)

- by the 15th of the month you become a designated employee, and
- between the 1st and 15th of January of each year you are employed, and
- by the 15th of the month after you leave your position

GENERAL LOCAL AND SCHOOL ELECTION

OVERVIEW AND INSTRUCTIONS FOR THE CANDIDATE PROFILE

The purpose of the candidate profile is to provide voters with information about the candidate, their views, platform and intentions, if elected. All candidate profiles received by the Elections Office will be included in a Voter's Guide and distributed to all Richmond households. The candidate profiles will also be published on the City of Richmond's Elections webpage and as part of the Richmond Election mobile app.

Note: Further distribution or publication of candidate profile information, if any, is at the discretion of the Chief Election Officer.

Each candidate for Mayor, Councillor and School Trustee has the option to submit a candidate profile as part of their nomination forms. Submission of a candidate profile is **not a requirement** of the nomination process; therefore, candidates may choose whether they wish to participate.

The candidate profile includes:

- a candidate's statement of up to 150 words,
- a photograph of the candidate, and
- candidates contact information.

Important Deadline

All candidate profiles must be submitted electronically in advance or filed together in person with the candidate's nomination documents. The written profile, photograph and statement will not be accepted after the candidate's filing appointment and will consequently not be published.

How to Complete the Candidate Profile

1. Name and Contact Information

All the information provided in this section will be provided with the candidate profile. The name should be the same as will appear on the ballot.

2. Photograph

The photograph must be recent and should be a clear "head and shoulders" photo of the candidate only. Centre your head in the frame, include your shoulders, and leave enough space above your forehead so the top of your head is not cut off.

We encourage candidates to provide their photograph in colour. The Elections Office cannot assure the quality of reproduced images, regardless of the format of submission.

It is preferred that the candidate photograph be submitted electronically on either a mobile storage device (USB flash drive) or attached to an email and sent in advance of the scheduled filing appointment to elections@richmond.ca. Photographs submitted electronically must be 72 PPI or greater in resolution, and in a .tif or .jpg format. Photographs submitted in hardcopy will be accepted if they are at least 50mm (2 inches) wide x 70 mm (2 ¾ inches) height (i.e., passport size).

Photographs submitted in hardcopy or on a USB flash drive should be clearly labelled with the candidate's name. Any photographs submitted electronically should also include the candidate's name in the file name.

Photographs will not be returned.

3. Candidate Statement

Statements must be confined to information about the candidate, the elector organization endorsing the candidate or detail about the candidate's independent status, the candidate's views, platform and intentions, if elected. The candidate statement is **not** to be used to make comments in relation to other candidates or elector organizations.

Statements must be a maximum of 150 words. Statements more than 150 words will be reduced to end at the last complete sentence or phrase within the word limit. We encourage candidates to use a word counter to ensure their statement is not over 150 words.

The Chief Election Officer will not edit statements, except to reduce the length of the statement to meet the word limit. Incorrect spelling and grammar, or other errors, will not be corrected and will be published "as-is."

Statements must be submitted in English and will be published in English only.

A printed hardcopy of the candidate profile statement must be dated and signed by the candidate and submitted together with the other candidate profile information. The nomination documents, written profile and photograph will not be accepted outside of the filing appointment.

It is preferred that an electronic version of the candidate statement also be included in Microsoft Word format, however, typewritten and/or hardcopy format will also be accepted. Electronic files may be submitted either on a mobile storage device (USB flash drive) or emailed in advance of the scheduled filing appointment to elections@richmond.ca.

Review and publication of the Candidate Profiles

For candidates who choose not to submit candidate profile information, or who fail to submit profile information during their filing appointment, the candidate's name, elector organization (if applicable) and position nominated for, will appear in the Voter's Guide and online candidate profile with a notation such as "Candidate profile information not available." Where the written candidate profile is complete except for a photograph, a notation such as "Photograph not available" will appear in the photograph space.

IMPORTANT

If a candidate statement or photograph in the sole opinion of the Chief Election Officer does not reasonably comply with the candidate profile criteria or is frivolous or otherwise unsuitable for publication, the Chief Election Officer will request that the candidate resubmit acceptable profile information. The

candidate will have two (2) business days to resubmit their profile information to the satisfaction of the Chief Election Officer.

The Chief Election Officer is not responsible for verifying or investigating the accuracy of information provided by the candidates for the candidate profiles and will include such a statement in the Voter's Guide and online candidate profile publication. The Chief Election Officer also reserves the right to include a disclaimer statement concerning the accuracy of individual candidate profiles.

By choosing to submit a candidate profile, the candidate accepts that the Chief Election Officer, while making every effort to ensure that the information submitted is reproduced accurately, will not be responsible for errors or omissions in the distributed material.

GENERAL LOCAL AND SCHOOL ELECTION

2026 CANDIDATE PROFILE

(Candidate information for electors)

Please review the document titled “Overview and Instructions for the Candidate Profile” prior to completing this form.

Important Note

All candidate profiles must be filed together with the candidate's nomination documents or provided electronically in advance. The written profile, photograph and statement will not be accepted after the candidate's filing appointment and will consequently not be published.

Name and Contact Information

Name of Candidate: _____

Elector Organization (if applicable): _____

Nominated for:

- ☐ Mayor
- ☐ Councillor
- ☐ School Trustee

Contact number(s): (maximum of 2; indicate whether it is a phone line or fax number)

Email address(es): (maximum of 2)

Website address(es) / URL(s): (maximum of 2)

Social media channels: (maximum of 3 URLs)

2026 CANDIDATE PROFILE

Name of Candidate: _____

Photograph



Include a colour candidate photograph in hardcopy format or electronic format – 72 dpi .tif or .jpg file image

PHOTO RELEASE

By submitting a photograph with this form, you are granting permission to the City of Richmond to publish the photograph for purposes of election awareness and education. The photograph will appear online and in printed form. The photograph will not be returned and will become the sole property of the City of Richmond. You must either be the sole owner of all copyrights in the photograph or have the full authority of the copyright owner(s) to grant to the City of Richmond the rights required for the uses set out in this release.

2026 CANDIDATE PROFILE

Name of Candidate:

Candidate Statement

Maximum 150 words about the candidate; statements will not be edited or corrected; please also submit in a Microsoft Word electronic file accompanied by a paper copy of the statement dated and signed by the candidate or submit a dated and signed typewritten or hand-printed copy.

[illegible]

I, the undersigned, have read the instructions for completion of the candidate profile. I understand that the Chief Election Officer may refuse to accept this candidate profile for publication if the Chief Election Officer determines that it does not reasonably comply with the criteria in the instructions or is frivolous or otherwise unsuitable for publication.

I consent to the disclosure to the public of all candidate profile information, including the contact information provided, verbally, in hard-copy form or by electronic means.

Signature of Candidate

Date _____

CIVICINFO BC

CANDIDATE INFORMATION RELEASE AUTHORIZATION

Your nomination documents are available to the public to view as soon as they are submitted. Consent provided with this form allows your municipality to provide additional information, as appearing below, to the public and / or media. **All fields are optional.**

The information you choose to share will be posted on websites operated by CivicInfo BC. This is the primary source through which the media (television, newspapers, radio, and online sources), the public, provincial ministries, researchers, and others are able to obtain province-wide local election information.

I, _____
(please print name of person nominated)

having submitted nomination documents for election to the office of _____, hereby give my consent to share the following information. This information may be shared by email, posting on a website, phone, or by any other means of electronic communication.

Address:	
Primary Phone:	Alternate Phone:
Email:	
Website:	Instagram:
Twitter:	Facebook:

Gender (Self-identified):

☐ Female ☐ Male ☐ Non-binary ☐ Other / Undisclosed

Previous Elected Experience (Check one):

- ☐ Incumbent. Served on Council **in the same role** between 2022 and 2026.
- ☐ Served on Council **different role** between 2022 and 2026.
- ☐ Served on Council before 2022, but not during the past term.
- ☐ No Council experience, but has been elected to office elsewhere (school, local, provincial, or federal).
- ☐ None.

(Signature of Candidate)

If you have questions about the information collected being on this form, please contact
CivicInfo BC at info@civicinfo.bc.ca, 250-383-4898.

GENERAL LOCAL AND SCHOOL ELECTION

CONTACT INFORMATION FORM For Public Release

_____, a
(Name)

☐ Candidate, or

☐ Chief Official / Financial Agent for _____, or
(Name of Elector Organization)

☐ Chief Official / Financial Agent for _____
(Name of Third-Party Sponsor)

I consent to the public disclosure of the contact information indicated below to allow the media and the general public to contact me regarding the election campaign and to allow organizations to contact me regarding "All Candidates" meetings.

Signature: _____ Date _____

☐ Mayor or Councillor candidates can check this box to use the same information provided on the **CivicInfo BC Candidates for Mayor or Councillor** form.

Note: The provision of public contact information is optional and entirely at your discretion.

Include only the contact information that you wish to be made publicly available, on request:

Phone Number: _____

Cell Number: _____

Fax Number: _____

Email: _____

Website URL: _____

X: _____

Facebook: _____

Instagram: _____

YouTube: _____

Other Contact Information: _____

In compliance with the *Freedom of Information and Protection of Privacy Act*, the personal information on this form is collected for the purposes indicated relating to the General Local & School Election only and will not be used or disclosed for any other purposes than stated above, without express written consent. Email foi@richmond.ca for any inquiries about the collection and use of this information.

GENERAL LOCAL AND SCHOOL ELECTION

NON-PUBLIC CONTACT INFORMATION FORM

For Elections Office Use Only

(Optional)

The following contact information, if different from your publicly disclosed contact information, will only be used by Elections Office staff to contact you in relation to the election.

Name: _____

Phone Number: _____

Cell Number: _____

Email Address: _____

Email Address: _____

The following person / contact is responsible for the placement of my **election signs** and may be contacted by the Bylaws Department or the Elections Office should an issue arise regarding election signage:

Name: _____

Phone Number: _____

GENERAL LOCAL AND SCHOOL ELECTION

ACKNOWLEDGEMENT OF RECEIPT AND UNDERTAKING FOR THE USE OF THE VOTERS LIST

Name of Candidate: _____

or (if applicable)

Name of Official Agent: _____

Representing: _____

(Name of Candidate)

I acknowledge that I have received a copy of the provincial Voters List for Richmond, BC.

I am accepting this Voters List on behalf of myself, a candidate, and am duly authorized to do so.

I undertake to ensure that the Voters List will be protected as required by the *Election Act* and the *Freedom of Information and Protection of Privacy Act*.

I understand that the information contained in the Voters List is confidential and that access to it is restricted under the *Election Act*. I undertake to ensure that the Voters List will not be used, copied or distributed by or for any person, in any form whatsoever, except for election purposes and for communicating with voters. Specifically, I understand that the Voters List must not be used for commercial purposes.

I undertake to ensure that the confidentiality of the Voters List is protected, and that when no longer required, such information will be confidentially destroyed.

I undertake to ensure that the USB drive containing the Voters List is returned to the City of Richmond Chief Election Officer following the election.

I understand that the *Election Act* provides significant penalties for making a false or misleading statement or for the misuse of the information contained in the Voters List.

Signature

Date

Part 2

General Information about the Richmond Election

GENERAL LOCAL AND SCHOOL ELECTION

CANDIDATE'S CALENDAR

Date		Event
Tuesday, September 1, 2026	(9:00 am)	Nomination period begins
Friday, September 11, 2026	(4:00 pm)	Nomination period closes; candidates declared
Saturday, September 19 - Saturday, October 17, 2026		Campaign period <i>The period that begins on the 28th day before General Voting Day and ends at the close of voting on General Voting Day. Candidate and third party expense limits apply during this period.</i>
Tuesday, September 15, 2026	(4:00 pm)	Deadline for challenging nominations
Friday, September 18, 2026	(4:00 pm)	Deadline for: • withdrawing as a candidate • withdrawing Elector Organization endorsement for a candidate
Saturday, October 3, 2026	(8:00 am – 8:00 pm)	Advance Voting at: • Richmond City Hall • Cambie Secondary School
Wednesday, October 7, 2026	(8:00 am – 8:00 pm)	Advance Voting – Richmond City Hall
Thursday, October 8, 2026	(8:00 am – 8:00 pm)	Advance Voting at: • Richmond City Hall • City Centre Community Centre
Friday, October 9, 2026	(8:00 am – 8:00 pm)	Advance Voting – Richmond City Hall
Saturday, October 10, 2022	(8:00 am – 8:00 pm)	Advance Voting at: • Richmond City Hall • Burnett Secondary School • Cambie Secondary School • Hamilton Elementary School • McMath Secondary School • McRoberts Secondary School
Saturday, October 17, 2026	(8:00 am – 8:00 pm)	GENERAL VOTING DAY
Monday, November 2, 2026	(7:00 pm)	Swearing-in of newly elected Mayor, Councillors and Trustees at inaugural Council meeting
Friday, January 15, 2027	(4:30 pm)	Deadline for filing campaign financing disclosure statements

8402848

GENERAL LOCAL AND SCHOOL ELECTION

VOTING OPPORTUNITIES IN RICHMOND

Several voting opportunities are offered in Richmond, which include 38 neighbourhood voting places on General Voting Day, 12 advance voting opportunities over five days, voting for residents of care facilities, and voting by mail ballot.

General Voting Day: Saturday, October 17, 2026

On Saturday, October 17, 2026, Richmond electors may vote at the voting place designated for their neighbourhood from 8:00 am to 8:00 pm. Registered electors will receive a voting card in the mail in late September, which indicates which voting place is designated for their neighbourhood. Residents may also consult the Voting Place Look-up Tool on the City website to find out where to vote on General Voting Day.

Attached is a list of voting locations as well as a map of the 38 voting divisions.

Advance Voting: October 3, 7, 8, 9, and 10, 2026

An eligible voter may vote at an Advance voting opportunity. Advance voting will be held on the following dates from 8:00 am to 8:00 pm at the locations noted below:

- Saturday, October 3, 2026, at:
 - Richmond City Hall
 - Cambie Secondary School
- Wednesday, October 7, 2026, at Richmond City Hall;
- Thursday, October 8, 2026, at:
 - Richmond City Hall
 - City Centre Community Centre
- Friday, October 9, 2026, at Richmond City Hall;
- Saturday, October 10, 2026, at:
 - Richmond City Hall
 - Burnett Secondary School
 - Cambie Secondary School
 - Hamilton Elementary School
 - McMath Secondary School
 - McRoberts Secondary School

GENERAL LOCAL AND SCHOOL ELECTION

Mail Ballots

All eligible electors will be able to vote by mail in the 2026 General Election. To apply to vote by mail, Electors will be able to request a mail ballot package online at www.richmond.ca/elections or by calling the Mail Ballot Office at (604) 276-4100.

Any ballots cast through the mail ballot process must be returned to the Chief Election Officer no later than 8:00 pm on Saturday, October 17, 2026, to be counted. It is the voter's responsibility to ensure that their ballot has been provided to the Chief Election Officer by the deadline.

Completed mail ballots should be **placed in the mail by Wednesday, October 7** at the latest, to ensure your mail ballot is received on time by the Richmond Elections Office. After October 7, completed mail ballots can be returned:

- to the drop box located at the main entrance at Richmond City Hall,
- at an advance voting location, or
- before 8:00pm PST at one of the 38 voting places on General Voting Day

Packages received after 8:00pm PST on Saturday, October 17 cannot be accepted and your vote will not be counted.

Voting for Residents of Care Facilities

The Richmond Elections Office will be sending staff to visit various care facilities in Richmond to provide residents with an opportunity to vote.

GENERAL LOCAL AND SCHOOL ELECTION

Voting Place Locations on General Voting Day, October 17, 2026

RICHMOND - CENTRE (RC)

RC01	Spul'u'kwuks Elementary School	5999 Blanshard Drive
RC02	Quilchena Elementary School	3760 Moresby Drive
RC03	Gilmore Elementary School	8380 Elsmore Road
RC04	Grauer Elementary School	4440 Blundell Road
RC05	Burnett Secondary School	5011 Granville Avenue
RC06	McKay Elementary School	7360 Lombard Road
RC07	Brighthouse Elementary School	6800 Azure Road
RC08	Kiwanis Towers	7378 Gollner Avenue
RC09	Richmond Cultural Centre Annex	7660 Minoru Gate
RC10	Talmey Elementary School	9500 Kilby Drive
RC11	Tomsett Elementary School	9671 Odlin Road
RC12	Anderson Elementary School	9460 Alberta Road
RC13	Sea Island Community Centre	7140 Miller Road
RC14	MacNeill Secondary School	6611 No. 4 Road
RC15	City Centre Elementary School	8671 Odlin Crescent
RC16	City Centre Community Centre	105-5900 Minoru Blvd.

GENERAL LOCAL AND SCHOOL ELECTION

Voting Place Locations on General Voting Day, October 17, 2026

RICHMOND - EAST (RE)

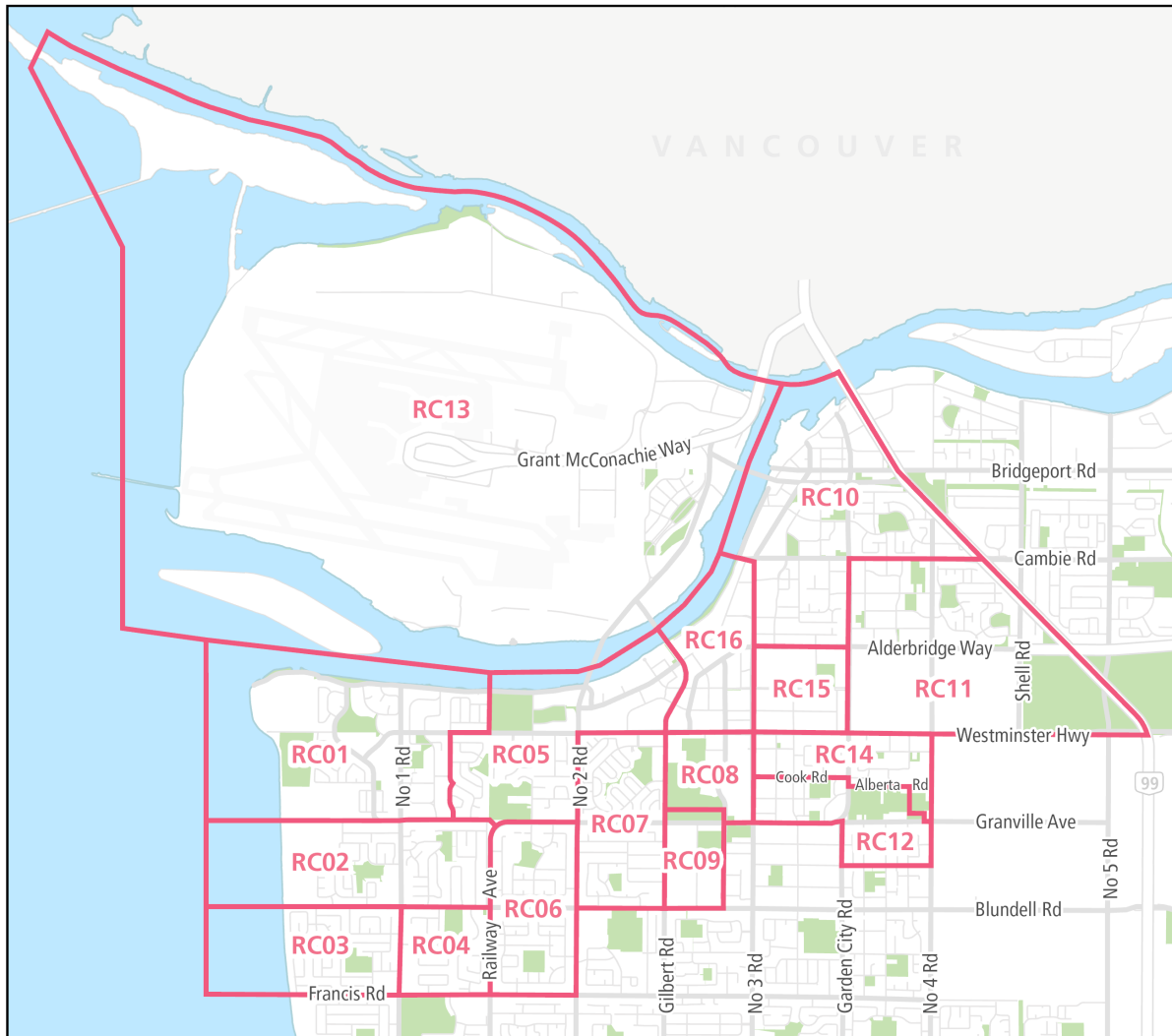
RE01	General Currie Elementary School	8220 General Currie Road
RE02	Palmer Secondary School	8160 St. Albans Road
RE03	Walter Lee Elementary School	9491 Ash Street
RE04	Debeck Elementary School	8600 Ash Street
RE05	Tait Elementary School	10071 Finlayson Drive
RE06	McNeely Elementary School	12440 Woodhead Road
RE07	Kingswood Elementary School	11511 King Road
RE08	McRoberts Secondary School	8980 Williams Road
RE09	McNair Secondary School	9500 No. 4 Road
RE10	Woodward Elementary School	10300 Seacote Road
RE11	Hamilton Elementary School	5180 Smith Drive

RICHMOND - SOUTH (RS)

RS01	Dixon Elementary School	9331 Diamond Road
RS02	Manoah Steves Elementary School	10111 Fourth Avenue
RS03	Lord Byng Elementary School	3711 Georgia Street
RS04	Hugh Boyd Secondary School	9200 No. 1 Road
RS05	Homma Elementary School	5100 Brunswick Drive
RS06	Wowk Elementary School	5380 Woodward Road
RS07	Steveston-London Secondary School	6600 Williams Road
RS08	Westwind Elementary School	11371 Kingfisher Drive
RS09	Blundell Elementary School	6480 Blundell Road
RS10	Maple Lane Elementary School	7671 Alouette Drive
RS11	McMath Secondary School	4251 Garry Street

GENERAL LOCAL AND SCHOOL ELECTION

Richmond – Centre (RC)



RC01 Spul'u'kwuks Elementary School
5999 Blanshard Drive

RC02 Quilchena Elementary School
3760 Moresby Drive

RC03 Gilmore Elementary School
8380 Elsmore Road

RC04 Grauer Elementary School
4440 Blundell Road

RC05 Burnett Secondary School
5011 Granville Avenue

RC06 McKay Elementary School
7360 Lombard Road

RC07 Brighthouse Elementary School
6800 Azure Road

RC08 Kiwanis Towers
7378 Gollner Avenue

RC09 Richmond Cultural Centre Annex
7660 Minoru Gate

RC10 Talmey Elementary School
9500 Kilby Drive

RC11 Tomsett Elementary School
9671 Odlin Road

RC12 Anderson Elementary School
9460 Alberta Road

RC13 Sea Island Community Centre
7140 Miller Road

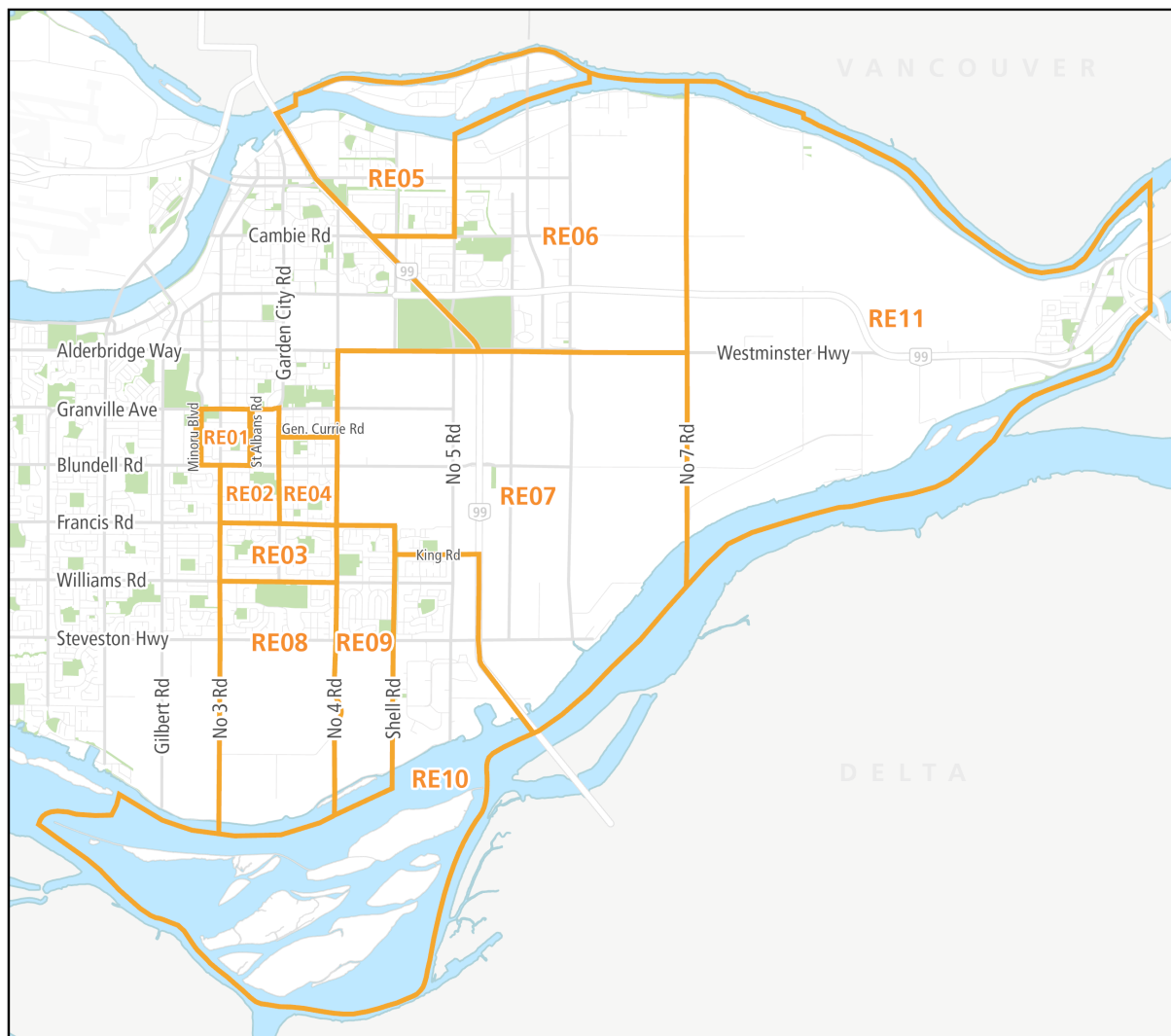
RC14 MacNeill Secondary School
6611 No. 4 Road

RC15 City Centre Elementary School
8671 Odlin Crescent

RC16 City Centre Community Centre
105-5900 Minoru Boulevard

GENERAL LOCAL AND SCHOOL ELECTION

Richmond – East (RE)



RE01 General Currie Elementary School
8220 General Currie Road

RE09 McNair Secondary School
9500 No. 4 Road

RE02 Palmer Secondary School
8160 St Albans Road

RE10 Woodward Elementary School
10300 Seacote Road

RE03 Walter Lee Elementary School
9491 Ash Street

RE11 Hamilton Elementary School
5180 Smith Drive

RE04 DeBeck Elementary School
8600 Ash Street

RE05 Tait Elementary School
10071 Finlayson Drive

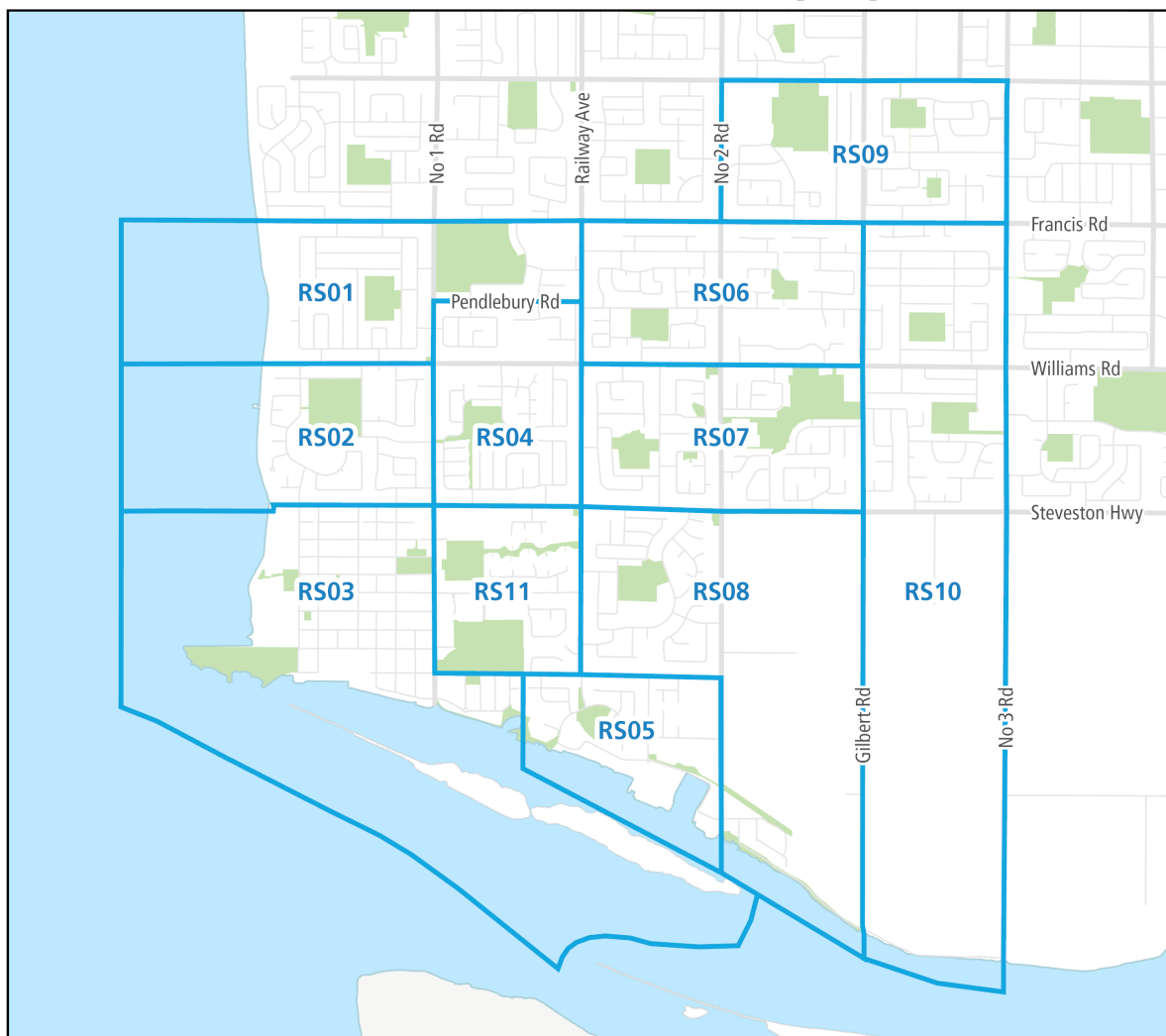
RE06 McNeely Elementary School
12440 Woodhead Road

RE07 Kingswood Elementary School
11511 King Road

RE08 McRoberts Secondary School
8980 Williams Road

GENERAL LOCAL AND SCHOOL ELECTION

Richmond – South (RS)



RS01 Dixon Elementary School
9331 Diamond Road

RS02 Manoah Steves Elementary School
10111 Fourth Avenue

RS03 Lord Byng Elementary School
3711 Georgia Street

RS04 Hugh Boyd Secondary School
9200 No. 1 Road

RS05 Homma Elementary School
5100 Brunswick Drive

RS06 Wowk Elementary School
5380 Woodward's Road

RS07 Steveston-London Secondary School
6600 Williams Road

RS08 Westwind Elementary School
11371 Kingfisher Drive

RS09 Blundell Elementary School
6480 Blundell Road

RS10 Maple Lane Elementary School
7671 Alouette Drive

RS11 McMath Secondary School
4251 Garry Street

GENERAL LOCAL AND SCHOOL ELECTION

VOTERS LIST CONFIDENTIALITY

In accordance with the *Local Government Act*, candidates in an election are entitled to one copy of the Voters List. The Voters List may be used by the candidate for civic election purposes (for example, it may be used to assist candidates in communicating with voters about the election) and must not be used, copied or distributed, in whole or in part, for any other purpose. The Voters List contains personal information as defined in the *Freedom of Information and Protection of Privacy Act*; this information is confidential. **Misuse of the information on the Voters List is subject to serious penalties under the *Election Act*.**

Candidates (and their Official Agents) are responsible for protecting the confidentiality of the Voters List, and for ensuring that all persons in their organization who have access to the Voters List, do likewise. **Voters Lists must be stored in a secure manner so that only authorized individuals have access to the information.** The Voter's List is available for public inspection by appointment only and in accordance with the restrictions provided in the *Local Government Act*. A signed "*Undertaking and Acknowledgement of Receipt of Voters List*" form, which is included in Part 1 of this package, must be filed with the City of Richmond Chief Election Officer before the Voters List is released to a candidate.

Following an election, Voters Lists **must be destroyed**. Voters Lists in electronic form must be securely erased to ensure that the file cannot be restored by any means; this includes copies of the file placed on computer hard drives or on back-up devices. **Candidates must return the USB drive and any copies of the Voters List to the City of Richmond Chief Election Officer following the election for confidential destruction.**

GENERAL LOCAL AND SCHOOL ELECTION

RICHMOND ELECTION ONLINE SPACES

The City of Richmond will be providing information about the 2026 General Local and School Election through the City's website, social media channels, and the Richmond Election app.

Website

Information for the 2026 Richmond Election is available at richmond.ca/elections, and candidates, elector organizations and members of the public may share information from this website.

Voters can access information on the website including:

- candidate profiles;
- voter registration information;
- designated voting places; and
- voting opportunities.

Candidates can also download the full nomination and candidate information package.

Election results will be available live on the website and the 2026 Richmond Election app after 8:00 pm on General Voting Day.

Social Media

The City of Richmond Elections Office is using Facebook, X and Instagram to increase awareness, provide information, and answer questions about the election:

- **Facebook:** facebook.com/CityofRichmondBC
- **X:** [@Richmond_BC](https://twitter.com/Richmond_BC) (use hashtag #rmdelxn)
- **Instagram:** instagram.com/cityofrichmondbc

Candidates, elector organizations, and the public may share the City's posts on the election process. **However, please note that the City's Facebook, X (formerly Twitter), and Instagram channels are non-partisan, and will not host political discussion or commentary.** Please refrain from using the comments section to endorse or oppose a candidate or campaign. Account administrators will remove comments or posts of a partisan/political nature. Please review the City's social media user policy at <https://www.richmond.ca/city-hall/news/affiliated/userpolicy.htm>. In addition, please be aware that by engaging with City social media channels, you are subject to the Terms of Use of the host site.

Finally, please review Elections BC's quick reference sheet regarding election advertising rules: <https://elections.bc.ca/docs/lecfa/4500003-Local-election-advertising-quick-reference-sheet.pdf>.

2026 Richmond Election App

The 2026 Richmond Election app will be available for free on Android and Apple devices starting September 2026. The app provides an easy and accessible resource for voters including voter ID requirements, designated voting places, voting opportunities, candidate profiles, and election results.

GENERAL LOCAL AND SCHOOL ELECTION

SCRUTINEERS / CANDIDATE REPRESENTATIVES (“CR”)

Your Role While at the Voting Place

General Points

- Each candidate may be represented by their official agent and by two scrutineers/candidate representatives per voting place at any one time.
- The Presiding Election Official (PEO), who oversees the voting place, requires that all scrutineers/candidate representatives (“CR”) follow election procedures and instructions.

Arriving at the Voting Place

- The PEO requires that all “CR” meet with them immediately upon arrival at the voting place.
- Present your copy of the signed “Appointment of Candidate Scrutineer” or “Appointment of Candidate Official Agent” to the PEO. **These appointment forms may be found in Part 1 of this package.** The PEO will review the form and return it to the “CR”. This form essentially serves as your “pass” to be at the voting place for a purpose other than voting.
- All “CR” must sign the “Secrecy Declaration” form.
- The “Secrecy Declaration” form is a solemn declaration sworn by “CR” or official agents that they will preserve the secrecy of the ballot and that they will not interfere with a person marking a ballot, attempt to discover how another person voted, communicate information regarding how another person voted or marked a ballot, or induce a person, directly or indirectly, to show a ballot in a way that reveals how the person voted.

Guidelines for Scrutineers and Official Agents while in the Voting Place

“CR” must:

- remain in the area assigned by the PEO;
- stand within a reasonable distance of the vote counting machine to observe the ballots being inserted into the unit by the electors;
- not, however, stand so close to the vote counting machine that they can see how a ballot has been voted or in any way touch or interfere with the vote counting machine or the ballot;
- not block the area between election officials and the voting booths;
- not discuss election or other issues with the electors or with any election officials;
- not interfere with the voting process when observing the issuing of ballots to determine the names of individuals who are voting; and
- not wear campaign buttons, distribute campaign literature or carry out any activities of a political nature. The PEO will advise you to remove any such campaign buttons upon entering the voting place.

Leaving the Voting Place

- Inform the PEO that you are leaving the voting place.

CAMPAIGNING GUIDELINES: USE OF CITY FACILITIES AND PARKS

The City of Richmond recognizes the importance of democratic participation and freedom of expression. These guidelines are intended to help candidates and campaign teams understand where and how campaign-related activities may take place in City facilities (including, but not limited to: community centres, cultural centres, libraries, aquatic centres, etc.), parks, and public spaces.

Candidates and campaign representatives are also expected to follow the City of Richmond's Code of Conduct for a Respectful Environment, included as Attachment 1.

These guidelines apply to Parks, Recreation and Culture facilities, parks, and open spaces. They do not apply to Richmond City Hall, where political activity meetings, registered political party social events, campaign displays, and campaign-related activities are not permitted in accordance with Administrative Directive No. 2017 "Programming of City Hall".

What Is Considered Campaigning?

Campaigning is commonly considered to mean any activity by or on behalf of a candidate or political position that is intended to elicit support or opposition both during an election or outside of an election period and includes the distribution and display of campaign materials.

This includes, but is not limited to:

- Distributing campaign materials;
- Displaying campaign signs or materials;
- Hosting campaign events or announcements;
- Soliciting support from members of the public, including by approaching individuals who are using a City facility, park, or public space for its intended purpose;
- Approaching, engaging, or attempting to persuade members of the public who have not invited or initiated the interaction;
- Participating in an event in a campaign capacity.

Campaigning does **not** include the appearance of an elected official, potential candidates, or other person at an event in their personal capacity where no election-related advocacy occurs.

General Expectations

Candidates and campaign representatives are expected to:

- Follow all City bylaws, facility rules, rental terms, and staff direction;
- Respect public access to City facilities, parks, and services;
- Avoid disrupting City programs, events, operations, or public use of spaces;
- Treat City staff, volunteers, community partners, and members of the public respectfully;
- Ensure campaign activities remain within approved rental areas, where applicable;
- Avoid conduct that could create safety concerns, obstruction, harassment, or intimidation.

Activities that incite hatred, hostility, harassment, or unsafe behaviour will not be tolerated. Individuals may be asked to leave City property, and the RCMP may be contacted if necessary.

Campaigning That Is Not Permitted

1. Campaigning at City Events

Campaigning is not permitted at events that are:

- Organized by the City;
- Sponsored by the City; or
- Hosted by organizations that receive financial or material support from the City.

This includes activities such as:

- Setting up campaign booths;
- Participating in parades in a campaign capacity;
- Distributing campaign materials;
- Soliciting support from attendees;
- Displaying campaign signs or materials.

Examples may include community festivals, City-supported celebrations, neighbourhood events, and other City-supported public gatherings.

Candidates and campaign representatives may attend these events in a personal capacity, provided they are not campaigning.

2. Campaigning Inside City Facilities

Campaigning is **not** permitted inside City facilities unless the candidate or campaign has rented an available public rental space through the City's regular booking process.

Campaigning may not take place in common areas, lobbies, hallways, program spaces, recreation areas, library spaces, or other facility areas that have not been rented for that purpose.

Candidates, campaign teams, and supporters must not approach, solicit, or attempt to persuade members of the public who are using City facilities for their intended purpose, including reading, studying, attending programs, accessing services, gathering with others, resting, or otherwise using the space.

3. Campaign Signs on City Property

Campaign signs are not permitted in City facilities, parks, or on other City-owned property, including land, buildings, structures, and equipment, in accordance with the City's **Election and Political Signs Bylaw No. 8713**. Part 3 of the Candidate Information Package, *Guide to Election Sign Placement*, provides more information about election sign placement.

This applies whether or not a candidate or campaign has rented a City space.

Campaign Activities That *May Be* Permitted

Candidates, campaign teams, and political organizations may rent eligible Parks, Recreation and Culture facilities or park spaces for campaign-related activities, subject to availability, approval, applicable fees, and rental terms.

Permitted rental activities may include:

- Campaign meetings;
- Campaign announcements or press conferences;
- Campaign fundraising events;
- BBQs, picnics, or similar campaign gatherings;
- All-candidates meetings;
- Political or public engagement events.

All rental requests must follow the City's regular booking process. A rental is not confirmed until the rental contract is issued, signed, and payment is received in full.

The City may review requests for operational, safety, capacity, and risk considerations. Additional requirements may apply depending on the nature, size, and location of the event.

Requirements for Approved Campaign Rentals

Where a campaign-related rental is approved, the following conditions apply:

Stay Within the Rented Space

All activities, materials, attendees, and event components must remain within the approved rental area.

Campaign representatives must not:

- Solicit people outside the rented space;
- Interfere with regular facility or park users;
- Block entrances, exits, sidewalks, pathways, or access routes;
- Disrupt City programs, services, or operations.

Follow Capacity and Access Requirements

If an event is open to the public, registration, attendance tracking, or access controls may be required to ensure the event remains within approved capacity and safety limits.

No Political Signs in Parks or Facilities

Political signs are not permitted in City parks, facilities, or on City-owned property, including during campaign rentals.

Facility signage associated with an approved rental is generally limited to directional signage and room identification, subject to City approval.

Promotional Materials May Require Review

Promotional materials related to a rental may be subject to review and approval by City staff before posting or distribution. Materials should clearly identify the host organization or individual and include contact information.

Where materials are approved for posting on a community notice board, the City does not endorse the event, candidate, campaign, or message.

Photos and Filming

If photos or video are taken during a campaign rental, candidates and campaign teams should avoid creating the impression of City endorsement.

City or community association logos, signage, banners, or materials should not appear in campaign photos or videos unless specifically authorized.

Attendance by Elected Officials and Candidates at Community Events

Government officials, elected officials, candidates, and political organizations may participate in community events held at City facilities or supported by the City, provided they are not campaigning.

Participation must be non-partisan and must not include:

- Campaign messaging;
- Campaign signs or materials;
- Soliciting votes or support;
- Fundraising;
- Promoting or opposing a candidate, elector organization, political party, or political position.

Promotional materials and signage must be non-partisan and are subject to review and approval before posting or use.

Demonstrations, Protests, and Material Distribution

City facilities and parks may have designated areas for demonstrations, protests, or distribution of materials. These areas are intended to support freedom of expression while maintaining public safety, access, and City operations.

Individuals participating in these activities must:

- Remain in designated areas when directed by City staff;
- Keep entrances, exits, sidewalks, pathways, and emergency access clear;
- Not harass, accost, intimidate, or obstruct members of the public;
- Follow staff direction related to safety and operations.

Questions

Candidates and campaign representatives are responsible for ensuring their campaign activities comply with these guidelines, applicable City bylaws, rental terms and conditions, and the Code of Conduct for a Respectful Environment.

Facility and park rental requests must follow the City's regular booking process. Additional review may be required for political or campaign-related activities.

Code of Conduct for a Respectful Environment

The City of Richmond is committed to providing a safe and welcoming environment for all patrons, participants, staff and volunteers.

The City of Richmond expects all facility users to be responsible for their personal conduct and does not tolerate any unacceptable behaviours that include, but are not limited to:

- a display of racist or sexually explicit images;
- abusive, offensive or foul language, or name calling of staff, volunteers or users of City of Richmond facilities;
- behaviour that is illegal or violates policies and procedures of the City of Richmond;
- hurtful or humiliating comments, jokes or taunting about a person's race, skin colour, anatomy, sexual attractiveness, attire, age, gender, marital status, sexual orientation, mental or physical disability, etc.;
- intimidation that includes staring or stalking;
- persistent rudeness, bullying, taunting or patronizing behaviour;
- physical assault or violence;
- refusal to follow the directions of staff;
- unwelcome physical contact including sexual advances;
- vandalizing personal belongings or City of Richmond property;
- words, gestures, actions, images or displays that may humiliate, ridicule, insult or degrade.

Please report any concerns or unacceptable behaviour to a City of Richmond staff person immediately.

All facility users are expected to behave in a respectful and socially responsible manner towards others. Failure to comply with the Code of Conduct may result in being asked to leave the site or program, and possible suspension or expulsion from future use of programs and facilities.



Part 3

Election Signage

Guide to Election Sign Placement

In the City of Richmond

For Information Purposes Only

Updated: July 6, 2026

Please refer to Election and Political Signs Bylaw No. 8713 and Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122 for the definitive wording of regulations.

Available on the City website at <https://www.richmond.ca/city-hall/bylaws.htm>

Complaints

Please direct complaints regarding improper election sign placement to the Community Bylaws Department at **604-276-4345**.

DURATION OF ELECTION AND POLITICAL SIGN PLACEMENT

- For the **2026 General Local and School Election**, election signs may be erected starting on **September 1, 2026** and must be taken down no later than **October 24, 2026**.
- **General rule:** For general local and school elections, election and political signs may be erected from the first day of the nomination period until seven days after General Voting Day. For provincial and federal elections, election and political signs may be erected starting on the day that the writ of election is issued until seven days after General Voting Day.

ELECTION SIGNS ON CITY LANDS, BUILDINGS, OR STRUCTURES

- Election and political signs **must not be placed on City-owned property** including (but not limited to):
 - on highways, roads, lanes, bridges and right of ways;
 - on boulevards* and medians;
 - in parks, on playing fields, trees or planters;
 - on waste receptacles or newspaper box; or
 - on City buildings or structures.

***As an exception**, election and political signs with a **sign face no larger than 0.6m²** (0.6 metres square in area, or approx. 2 ft x 3 ft) may be placed on a City-owned boulevard immediately in front of a residential property with the consent of the property owner. **Signs larger than 0.6m² will be removed immediately.**

Common sign dimensions (including, but not limited to):

Common sign size (centimetres)	Common sign size (inches)	Area (m ²)	Area (cm ²)	Within 0.6m ² limit?
40 cm x 60 cm	16" x 24"	0.248 m ²	2,477 cm ²	Yes
45 cm x 60 cm	18" x 24"	0.27 m ²	2,700 cm ²	Yes
60 cm x 90 cm	24" x 36"	0.54 m ²	5,400 cm ²	Yes
60 cm x 100 cm	24" x 40"	0.6 m ²	6,000 cm ²	Yes, exactly
50 cm x 120 cm	19.7" x 47.2"	0.6 m ²	6,000 cm ²	Yes, exactly
90 cm x 70 cm	35.4" x 27.6"	0.63 m²	6,300 cm²	No, will be removed

ELECTION SIGNS ON PRIVATE PROPERTY

- Election signs for the 2026 civic election are permitted on private property, without the need for a sign permit, from **September 1, 2026, to October 24, 2026**, provided that **the property owner consents to the placement of the sign**.
- **The maximum size of an election sign on private property is 4 x 8 feet (sign face) and not more than 3 metres high from grade to the top of the sign.**

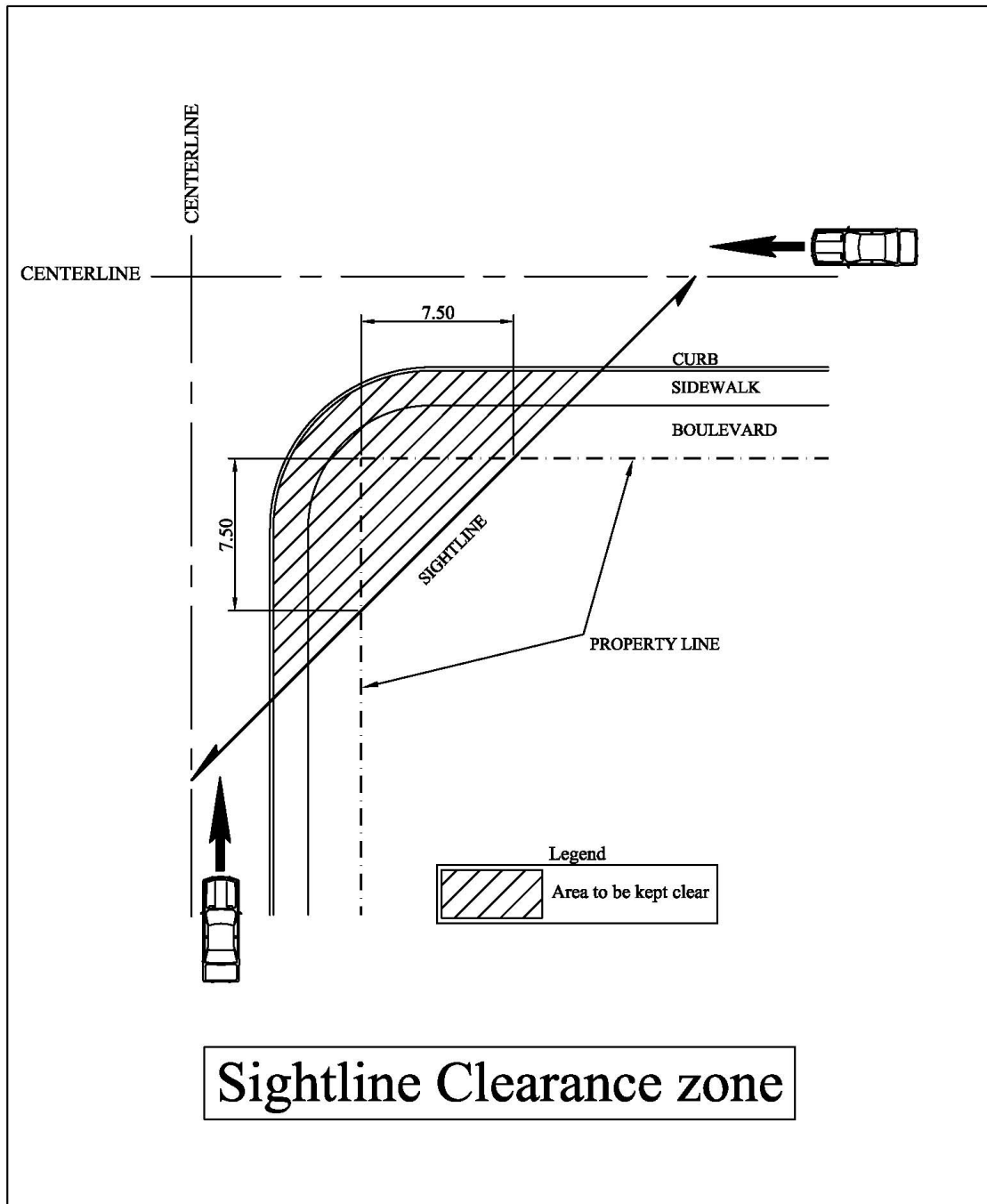
- Property owners would be within their rights to remove and/or dispose of signage that has been placed on their property without permission.
- Election signs on private property at intersections must not obstruct sight lines as shown in the diagram attached to this information sheet.

HAZARDOUS PLACEMENT OF ELECTION SIGNS

- Election and political signs must not be placed on public or private property in such a manner as to create a hazard for pedestrians, cyclists or vehicles.
- As an example, election signs:
 - must not overhang City-owned property;
 - must not be placed within one metre of a fire hydrant;
 - must not obstruct, simulate or detract from a traffic control device or traffic sign;
 - must not become unsightly or dilapidated if damaged; and
 - must not obstruct sightlines at intersections (as shown in the attached diagram).
- Election and political signs must not be flashing or inflatable and are not permitted on rooftops, or on shipping containers or vehicles (if the primary purpose of such is the display of an election or political sign).

ELECTION SIGNS AT INTERSECTIONS

- Election and political signs **must not obstruct** the line of vision at an intersection between the height of 0.9 metres (2.95 feet) and 3.0 metres (9.84 feet), as measured from the top of any curb fronting a parcel (or if there is no curb, as measured from the crown of the roadway) in the area shown in the illustration below.



ELECTION SIGNS AND CAMPAIGN ACTIVITY WITH 100 METRES OF A VOTING PLACE

- During voting proceedings, campaign activity and election signs **are strictly prohibited within 100 metres of a voting place, including on private property.**
- Maps of each voting place are provided in the Nomination and Candidate Information Package which show the 100-metre zone around each voting place. Candidates, elector organizations and members of the public are advised to exercise caution when placing signs to avoid inadvertent contravention of this rule.
- **Contravention of this rule is an Offence and subject to serious penalties under the *Local Government Act*.**

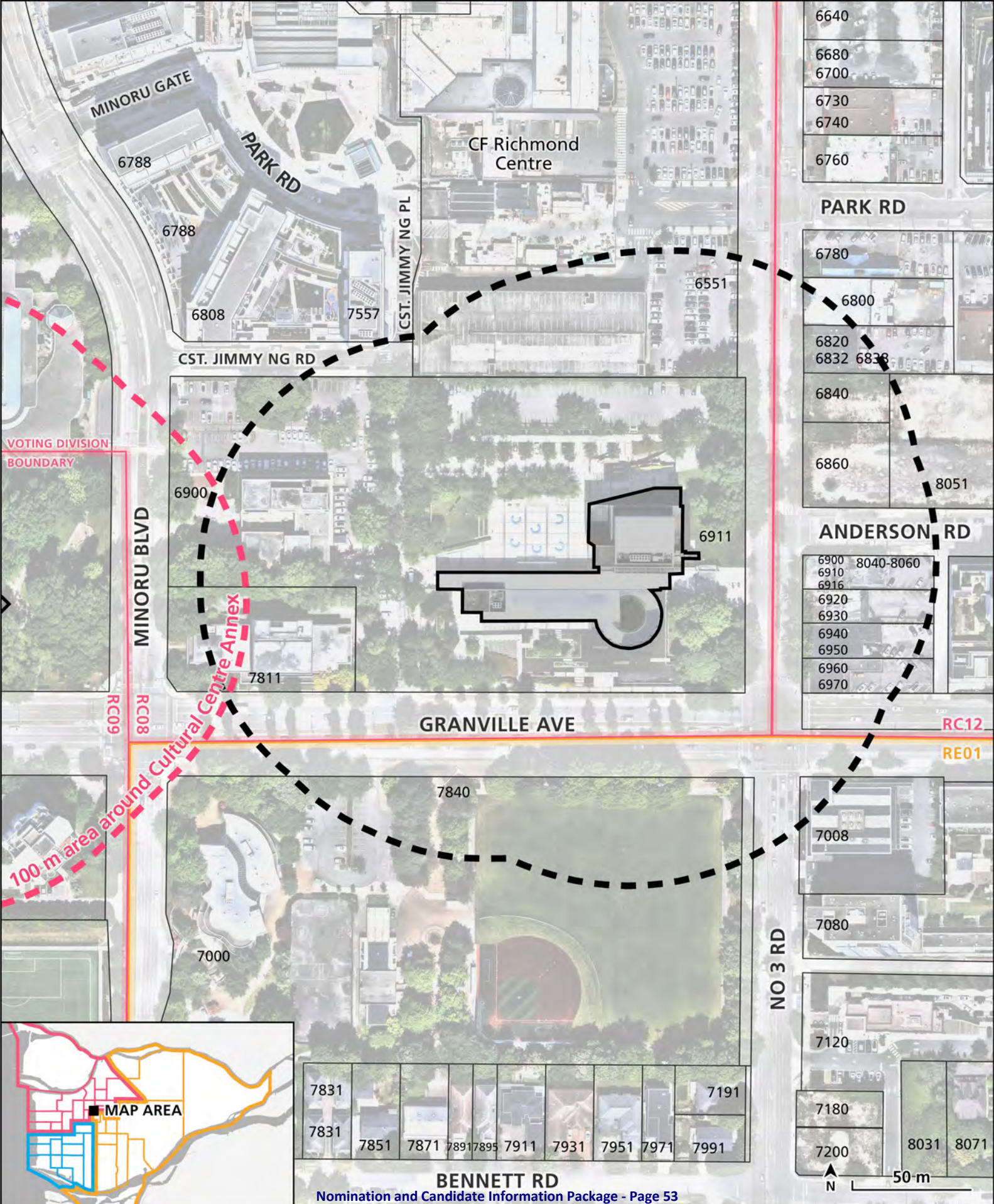
ENFORCEMENT AND PENALTIES

- Where time permits and the sign is not considered a safety hazard, the candidate or organization may be given the opportunity to remove the improperly placed sign.
- The City will remove signage without prior notice if a sign is considered to be a safety hazard or if a candidate or elector organization has not removed a sign in a timely manner after being notified or has been non-responsive to such requests.
- The City is not responsible for the loss or damage of election signs that are placed in the community or removed under the bylaw.
- Election signs that are removed by the City may be disposed of without further notice if not claimed within seven days. Signs may be claimed Monday through Friday, 8:15 am – 5:00 pm.
- A person who places election and political signs in contravention to the bylaw or fails to comply with the bylaw may be subject to a \$75 penalty. For signs that are placed in a manner that constitutes a hazard, a penalty of \$100 may apply. Penalties may be applied for each sign and for each day in violation of the bylaw.

RETRIEVAL OF REMOVED ELECTION SIGNS

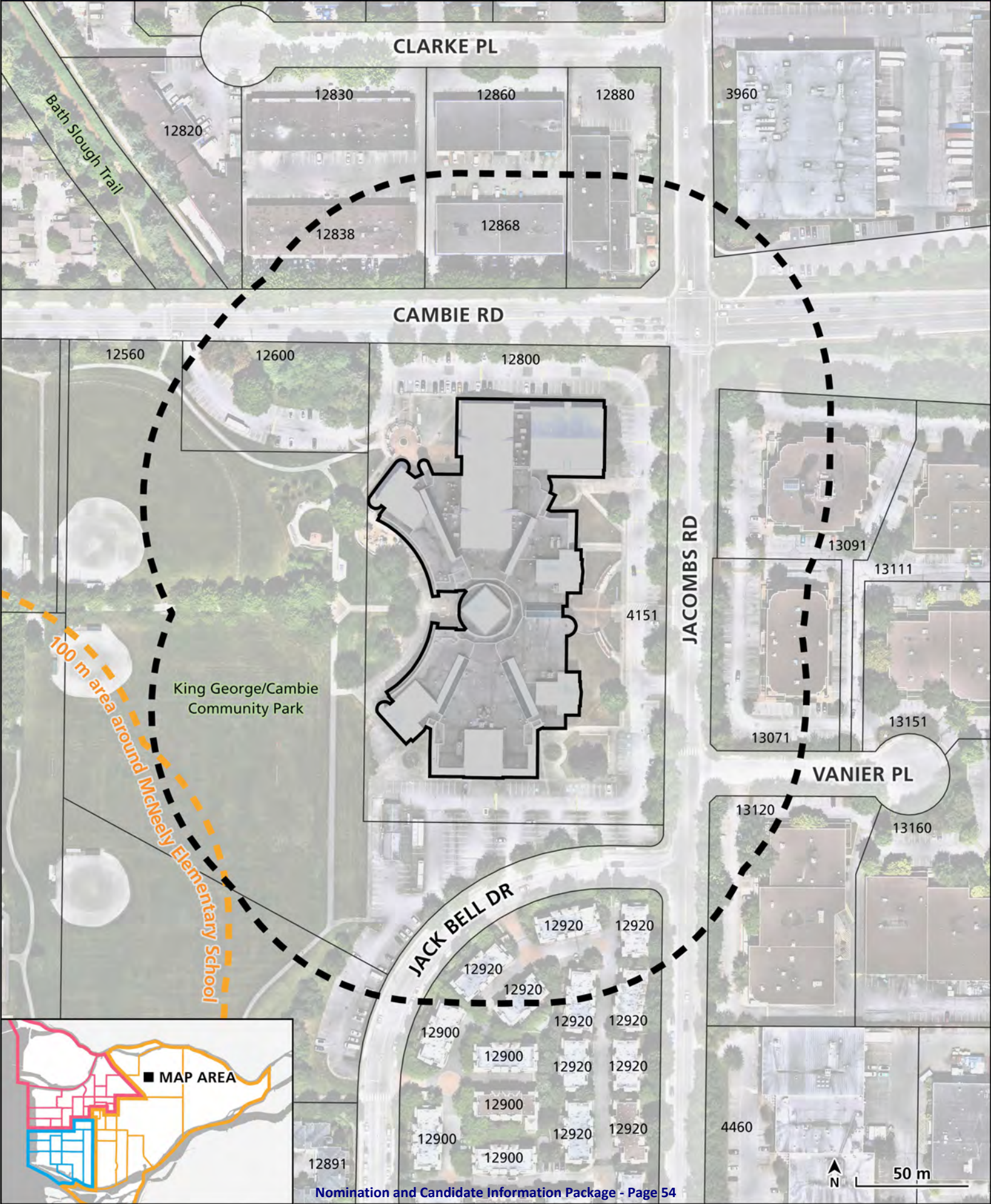
Election signs that have been removed by the City may be retrieved from one of the following locations, depending on the type of sign:

- Oversized signs (typically those requiring transport by truck or trailer) may be picked up at the Public Works Yard, 5599 Lynas Lane, Richmond, BC, Monday to Friday, 8:15 a.m. to 5:00 p.m.
- Standard lawn signs (those typically installed on wire stakes) may be picked up at the Richmond City Hall Annex, 6900 Minoru Boulevard, Richmond, BC V6Y 3E3, Monday to Friday, 8:15 a.m. to 5:00 p.m.
- Campaign representatives should contact the Richmond Elections Office at **604-276-4100** or elections@richmond.ca to arrange a pickup time. When requesting a pickup, representatives should specify the pickup location and provide proof that they are authorized to retrieve signs on behalf of the campaign.
- **Complaints:** Complaints regarding improper sign placement should be directed to the Community Bylaws Department at **604-276-4345**.



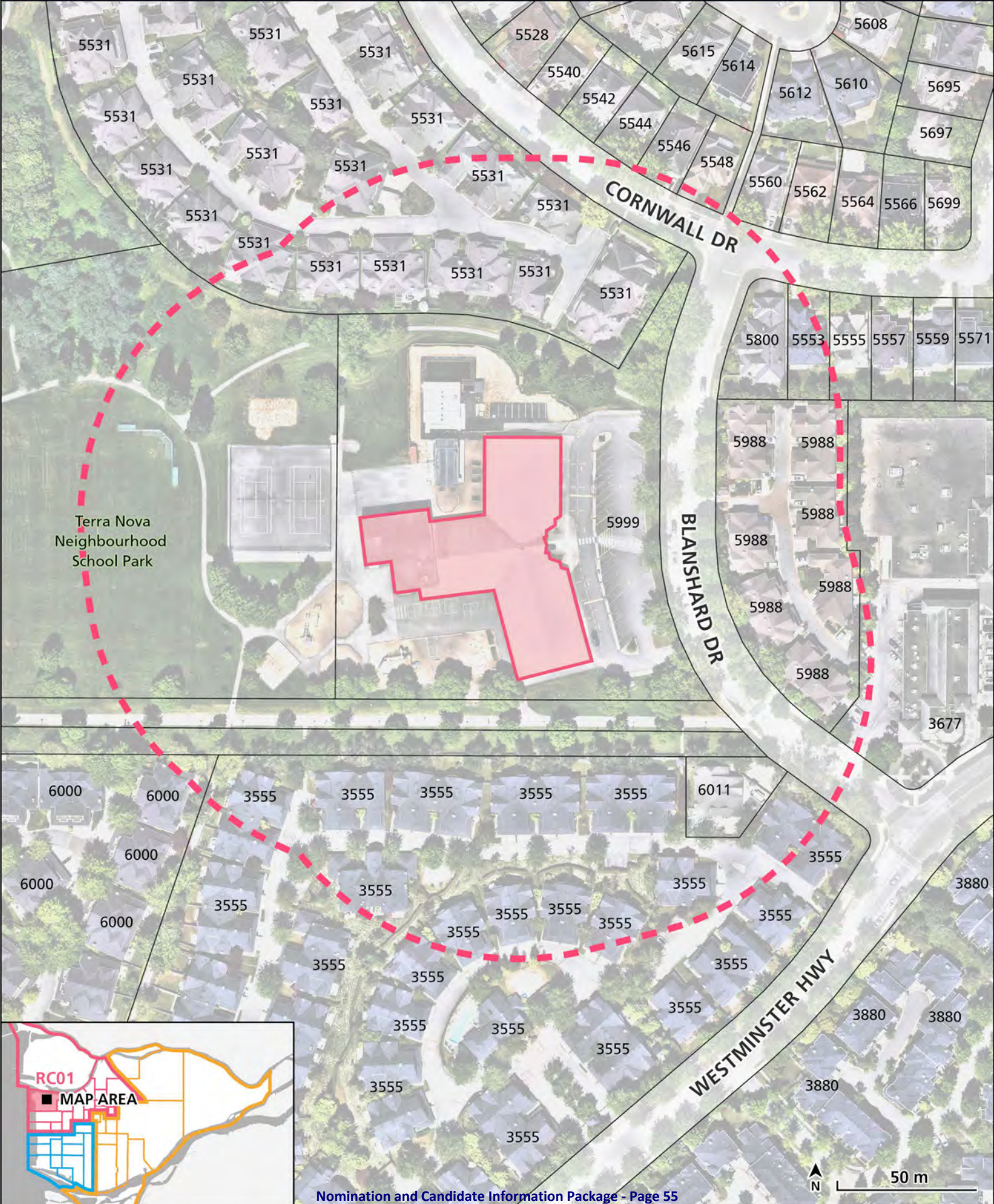
Cambie Secondary School
Area within 100 m of 4151 Jacombs Road

2026 **Richmond** Election



RC01 Spul'u'kwuks Elementary School
Area within 100 m of 5999 Blanshard Drive

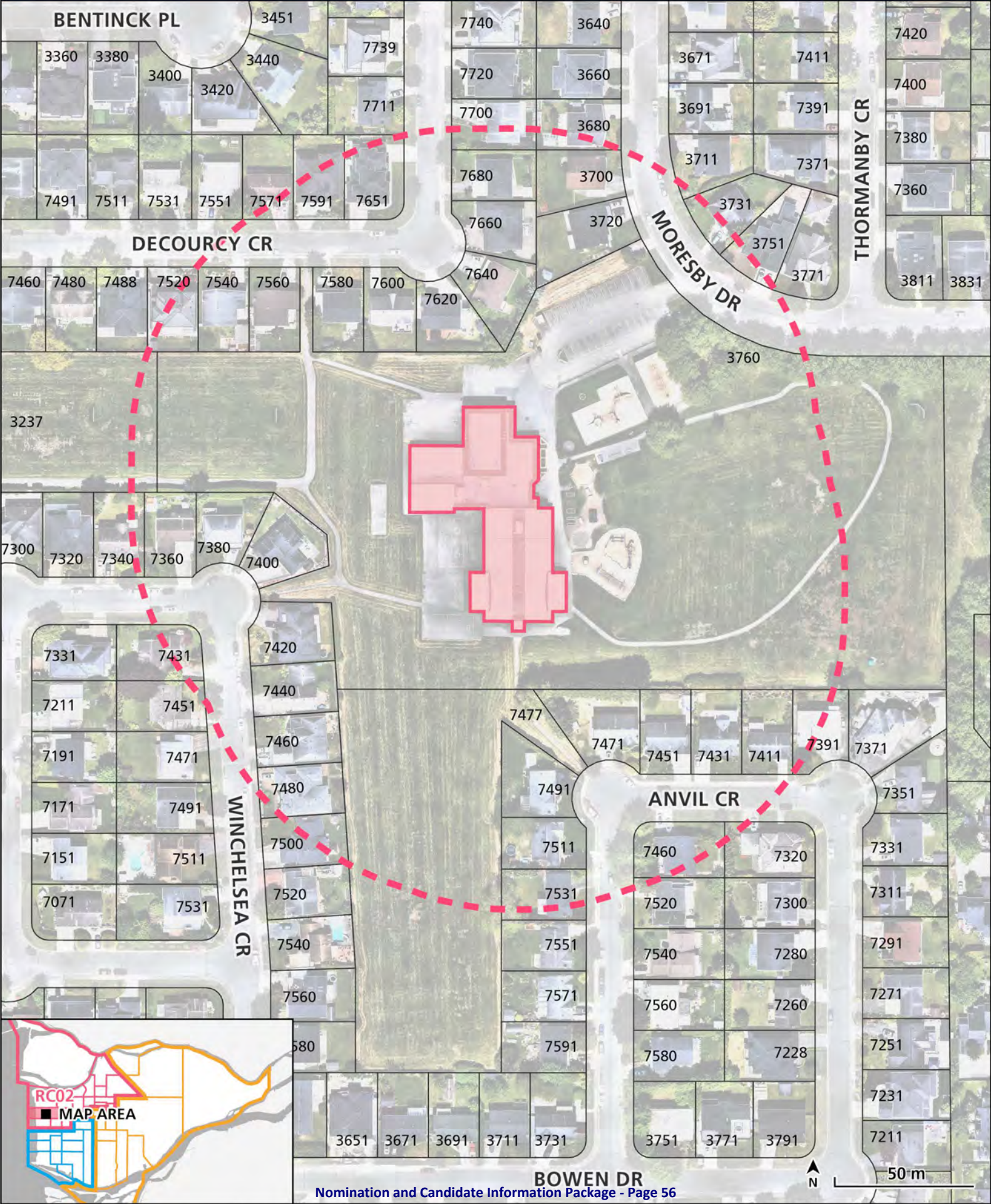
2026 Richmond Election

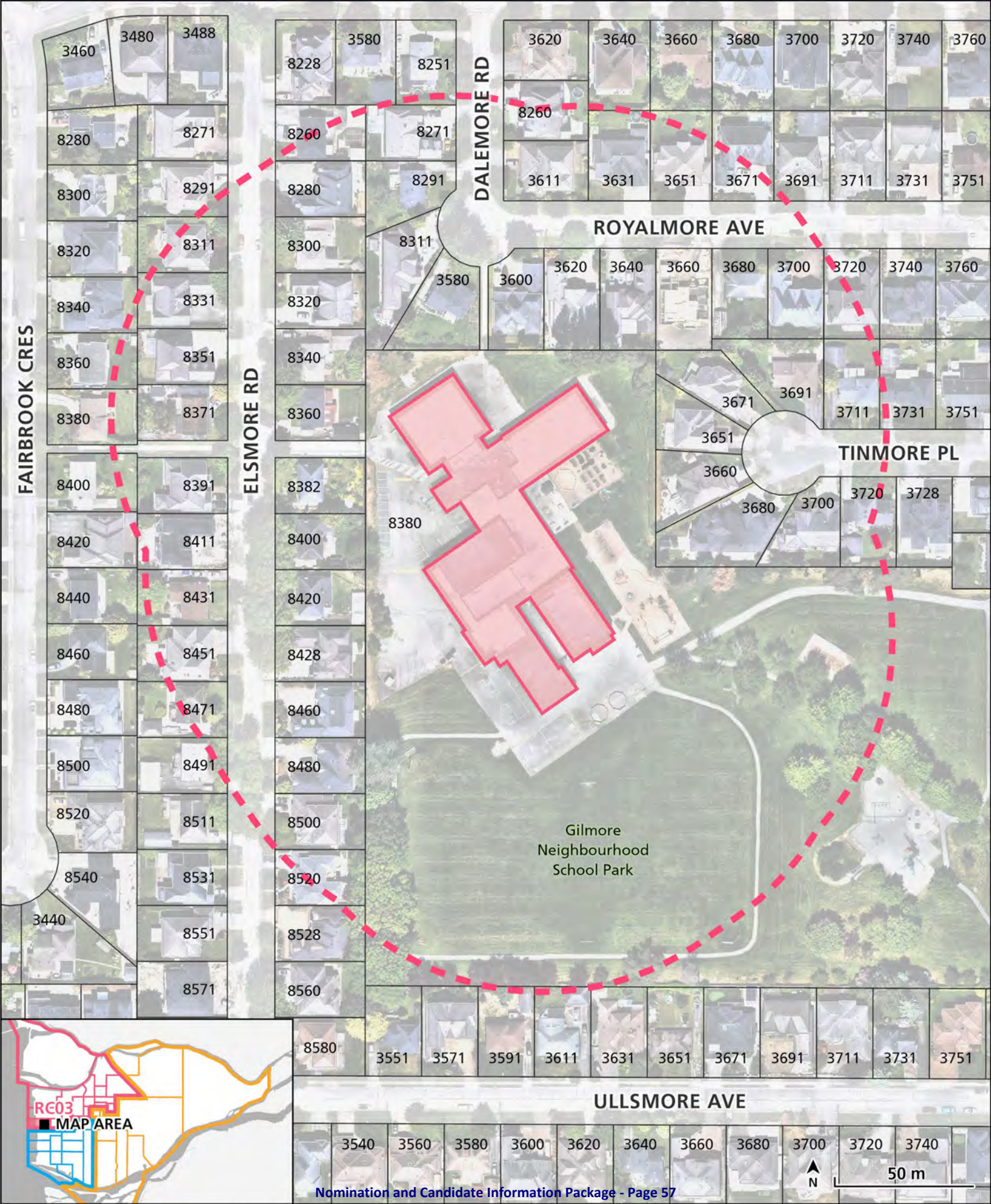


RC02 Quilchena Elementary School

Area within 100 m of 3760 Moresby Drive

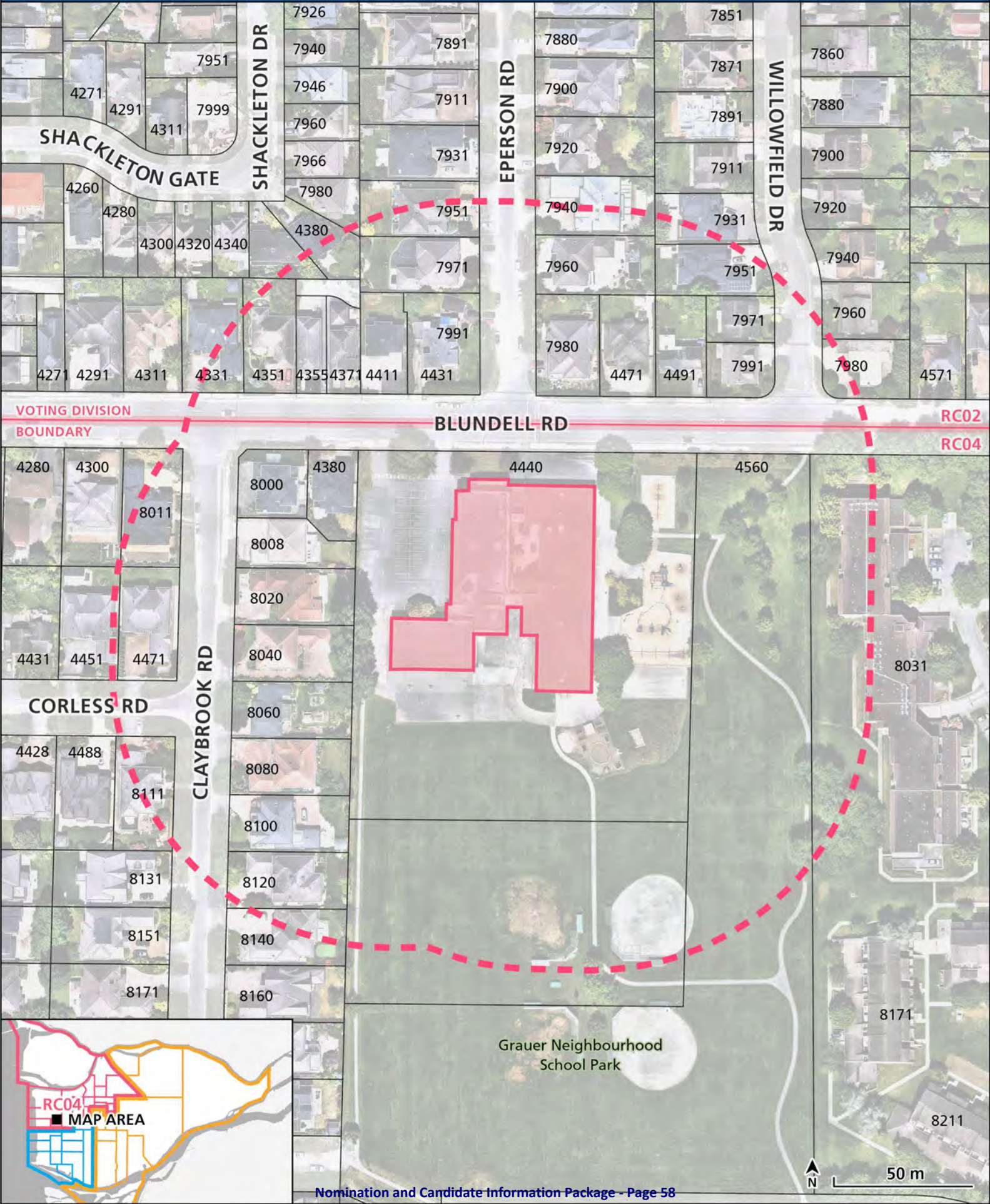
2026 Richmond Election



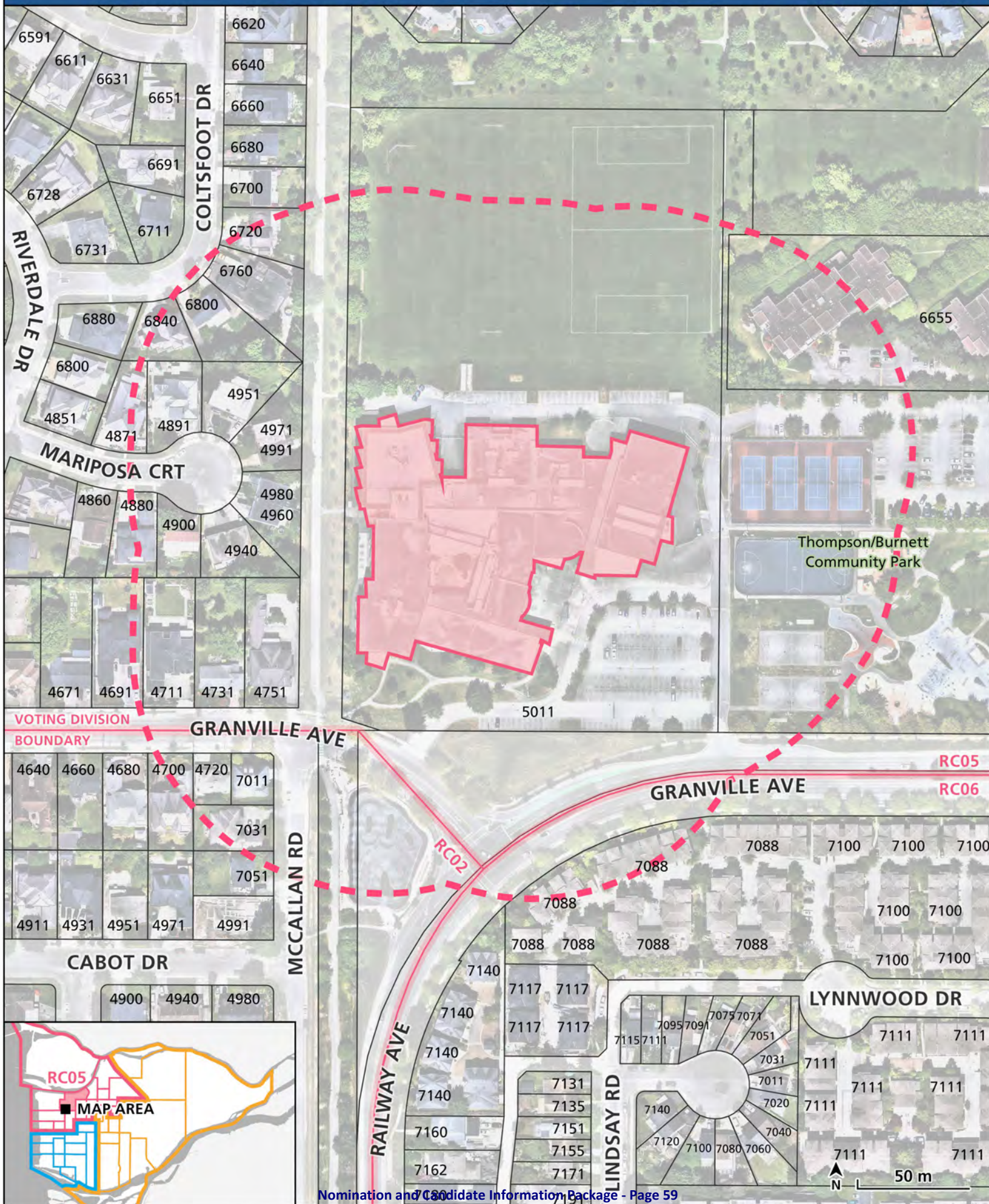


RC04 Grauer Elementary School
Area within 100 m of 4440 Blundell Road

2026 Richmond Election



RC05 Burnett Secondary School
Area within 100 m of 5011 Granville Avenue

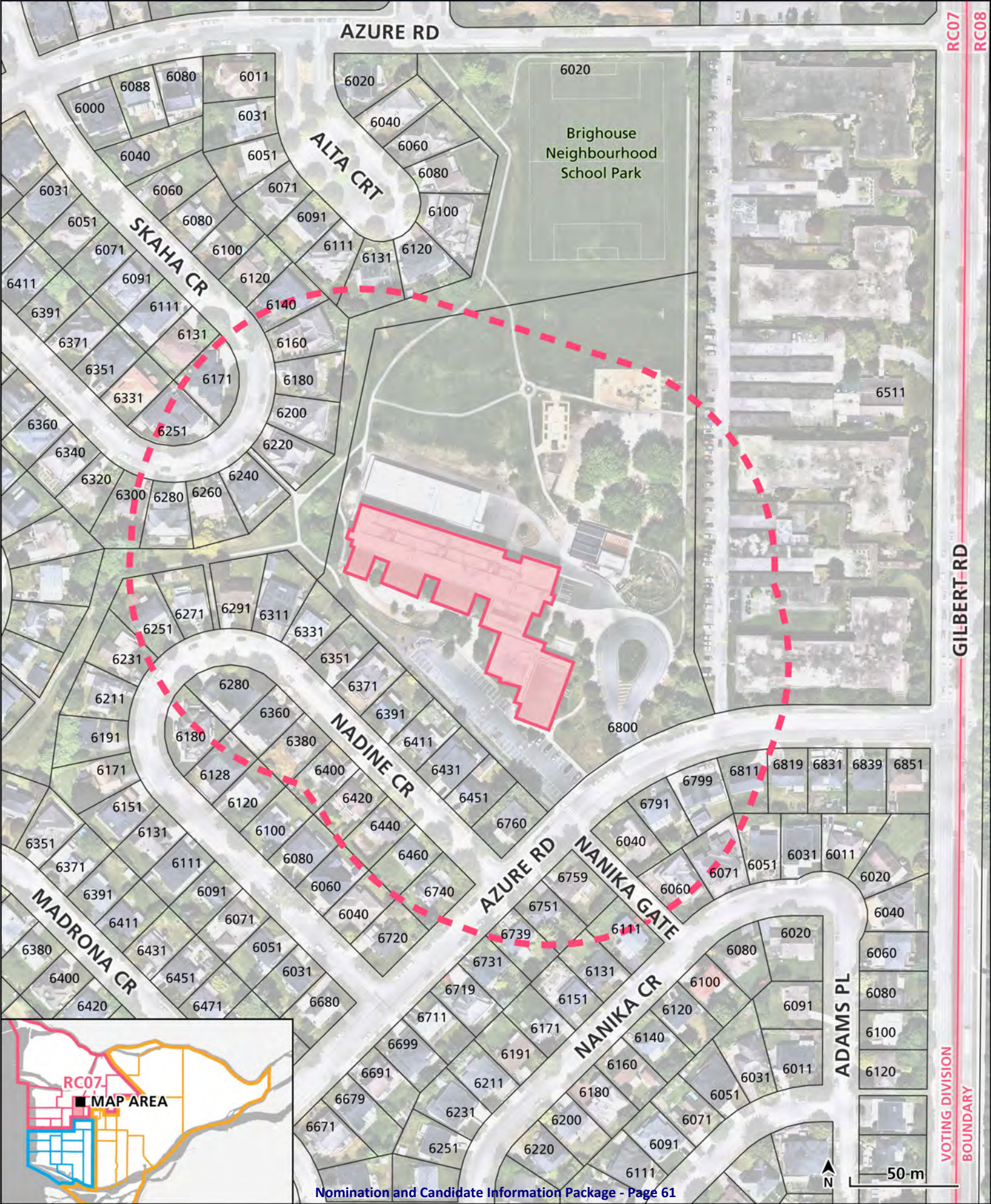
2026 **Richmond** Election

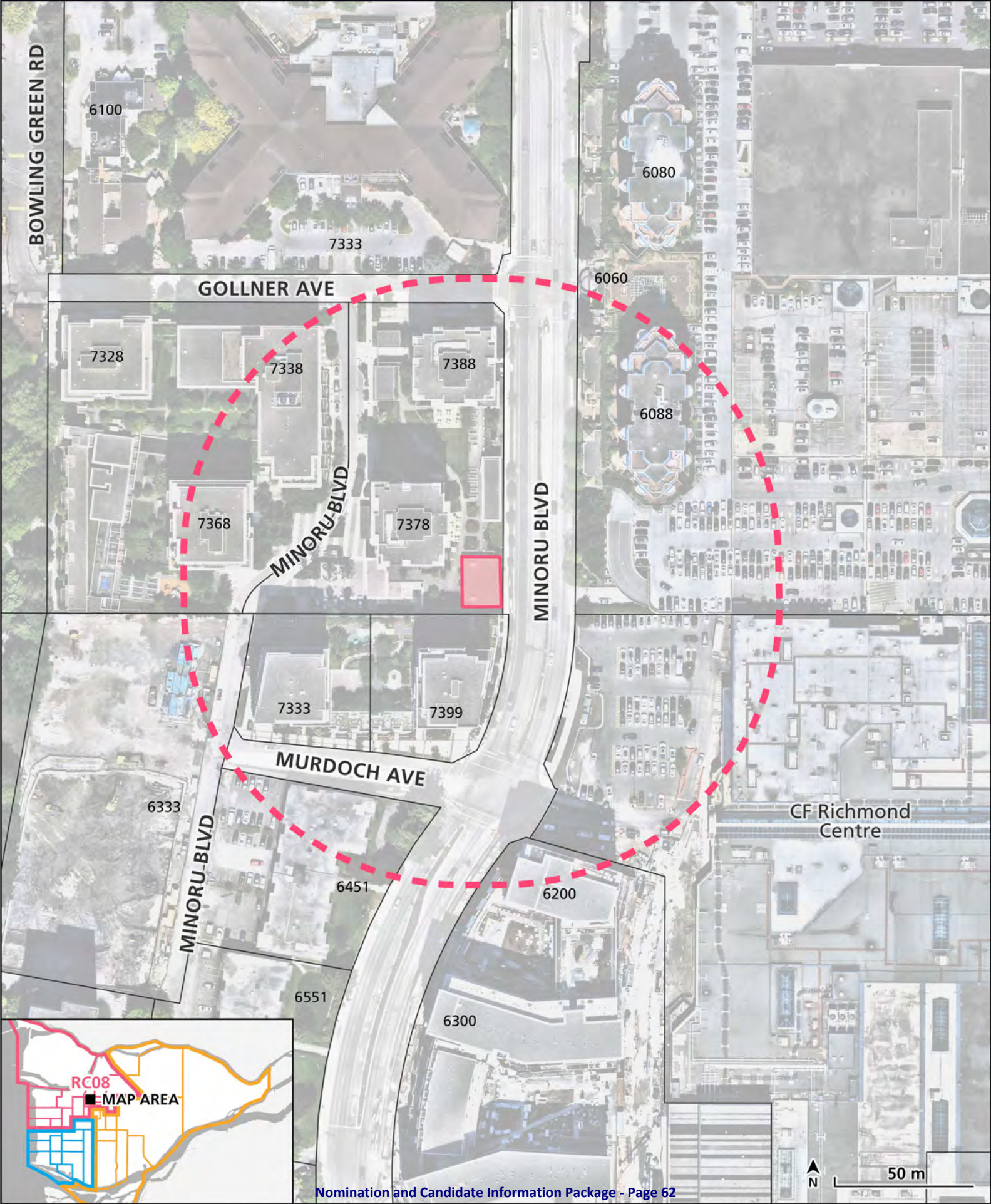
Area within 100 m of 7360 Lombard Road

2026 **Richmond** Election

RC07 Brighthouse Elementary School
Area within 100 m of 6800 Azure Road

2026 Richmond Election

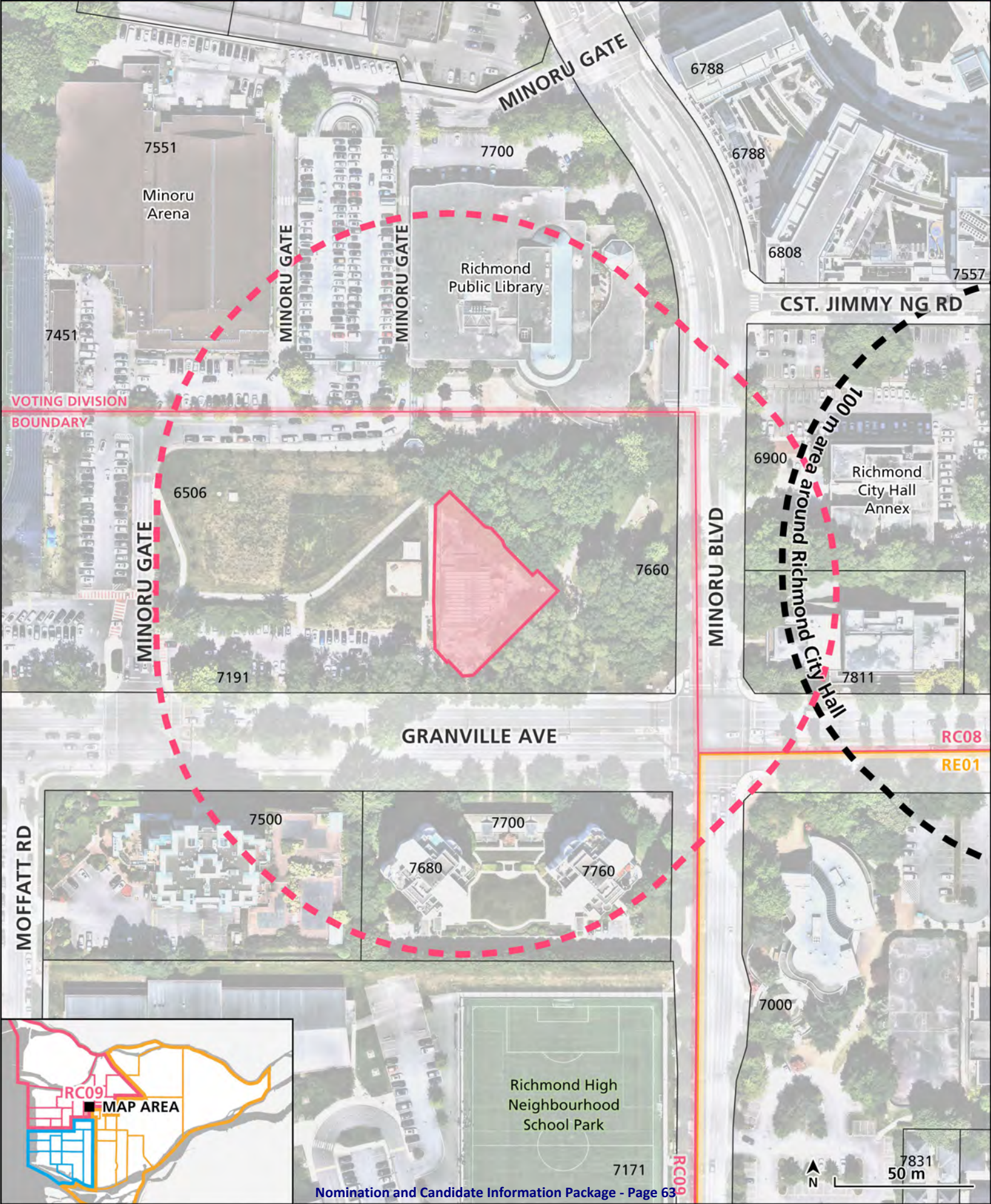


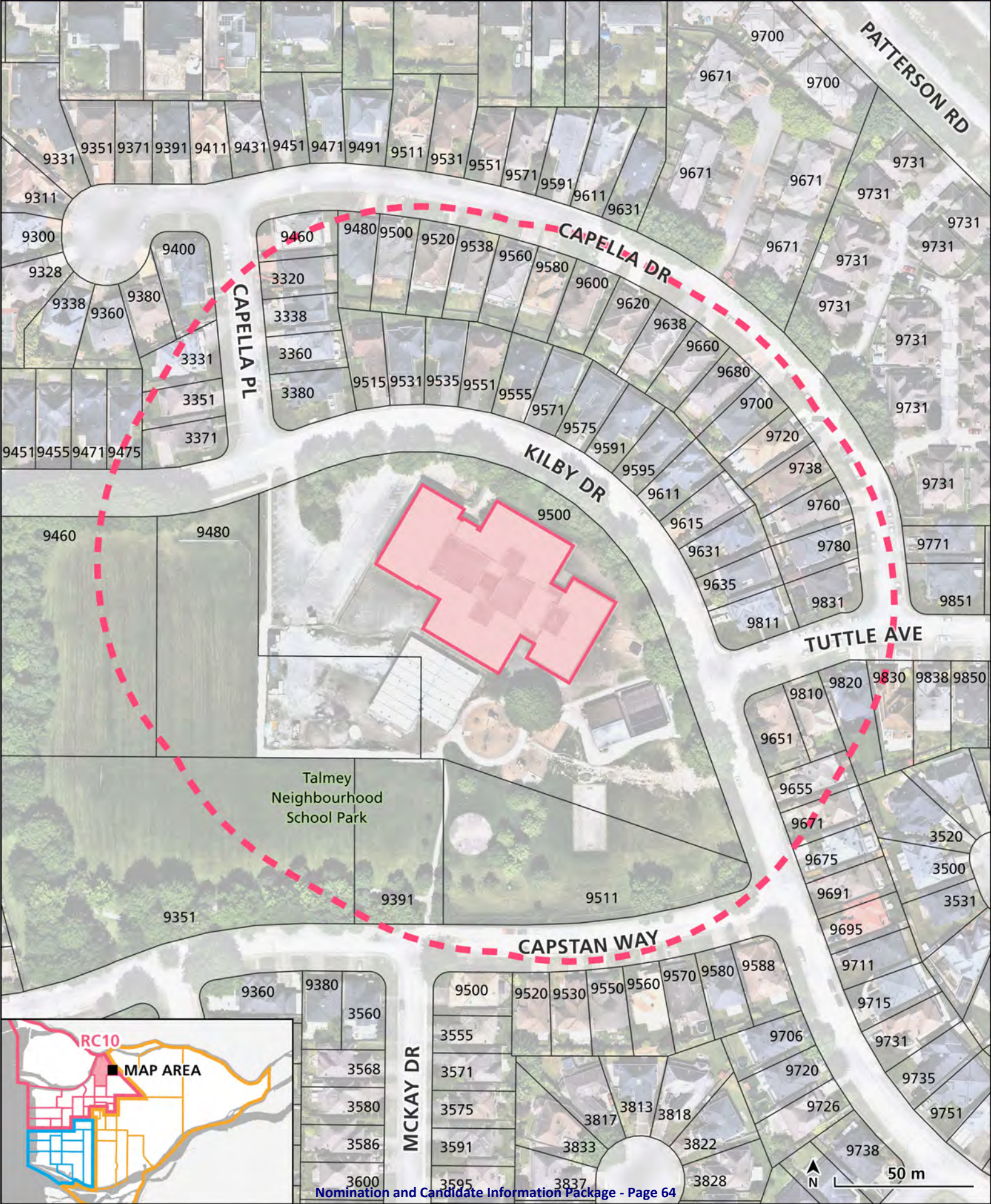


RC09 Richmond Cultural Centre Annex

Area within 100 m of 7660 Minoru Gate

2026 Richmond Election





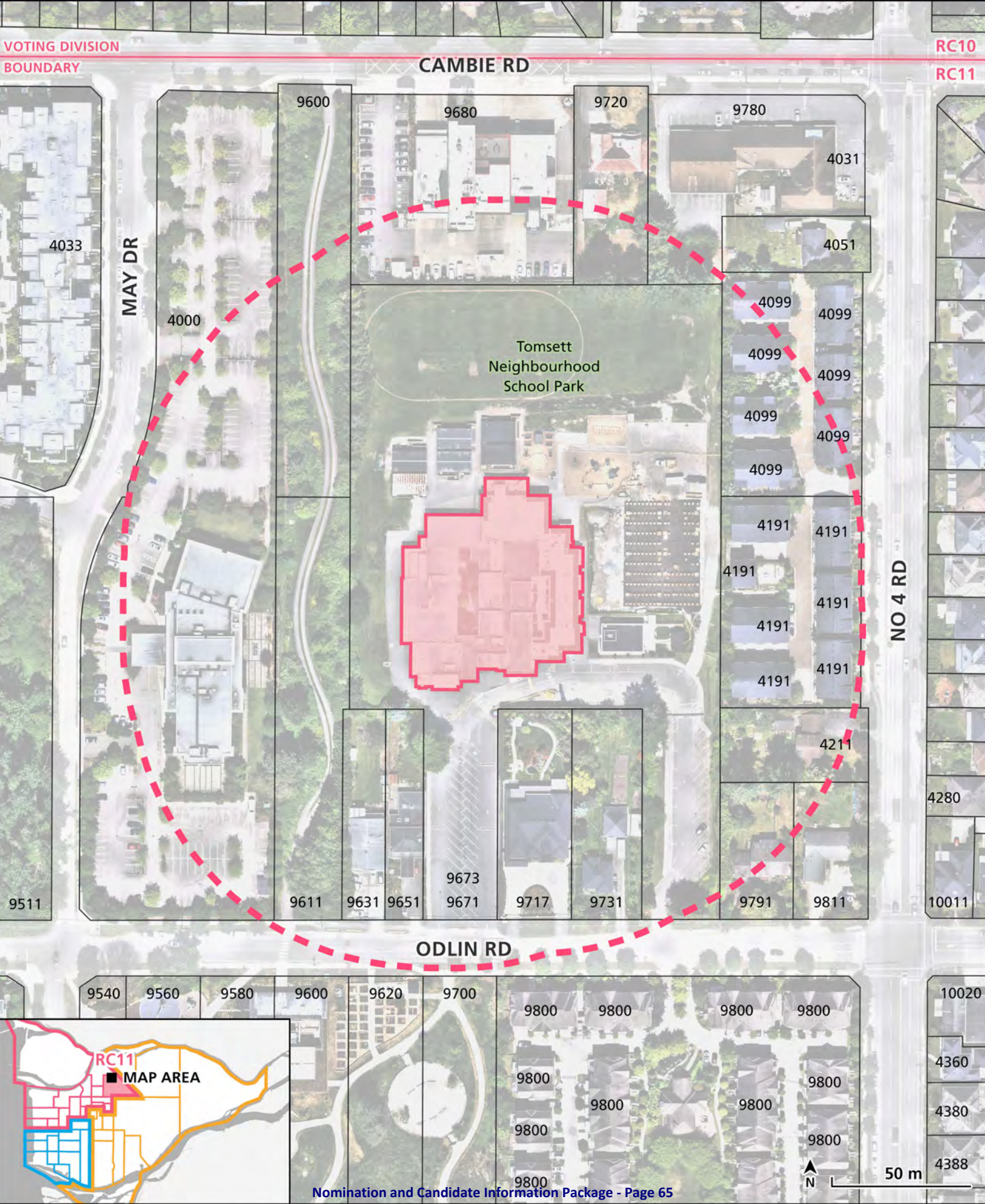
RC11 Tomsett Elementary School

Area within 100 m of 9671 Odlin Road

2026 Richmond Election

VOTING DIVISION
BOUNDARY

RC10
RC11

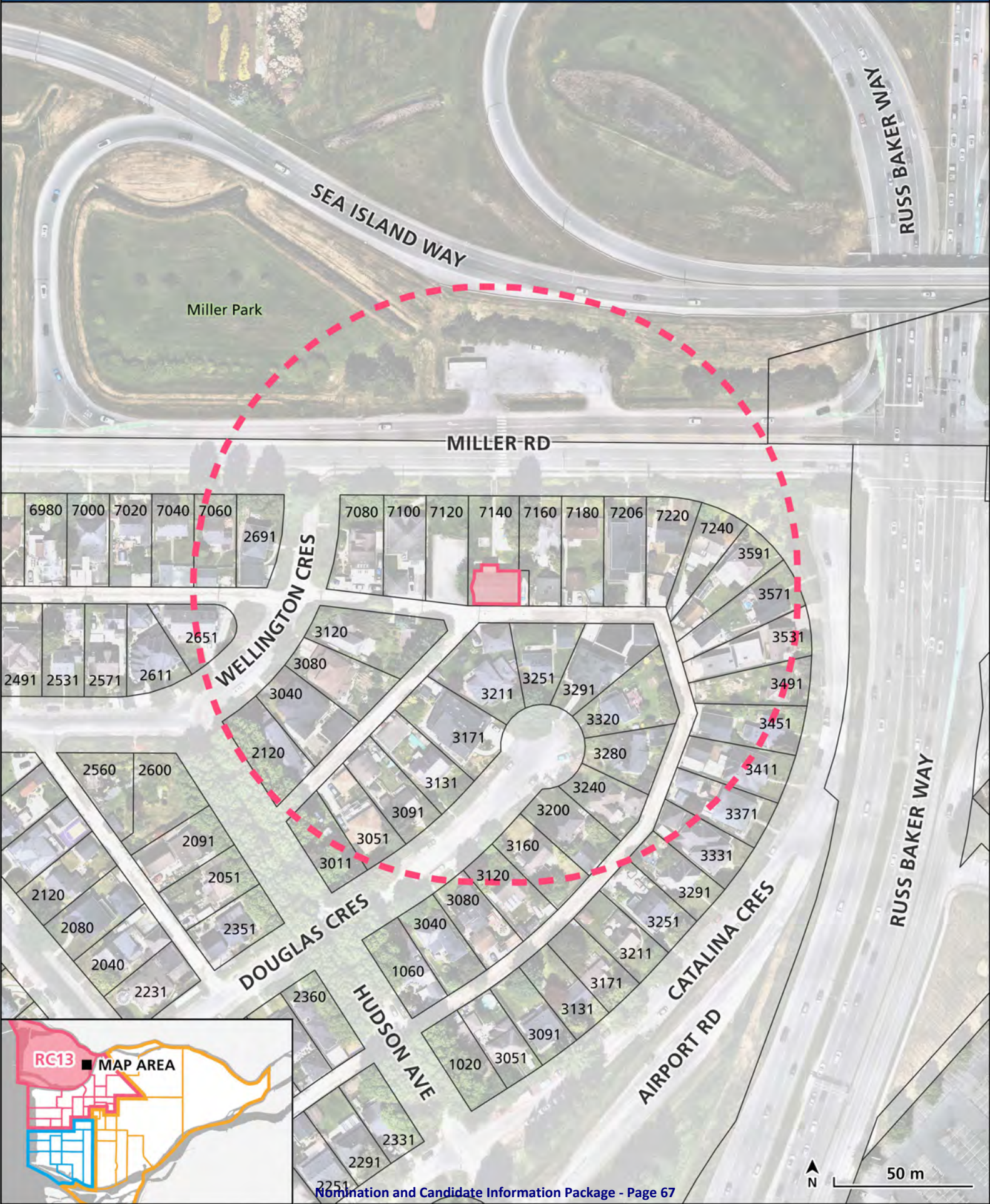


RC12 Anderson Elementary School

Area within 100 m of 9460 Alberta Road

2026 Richmond Election

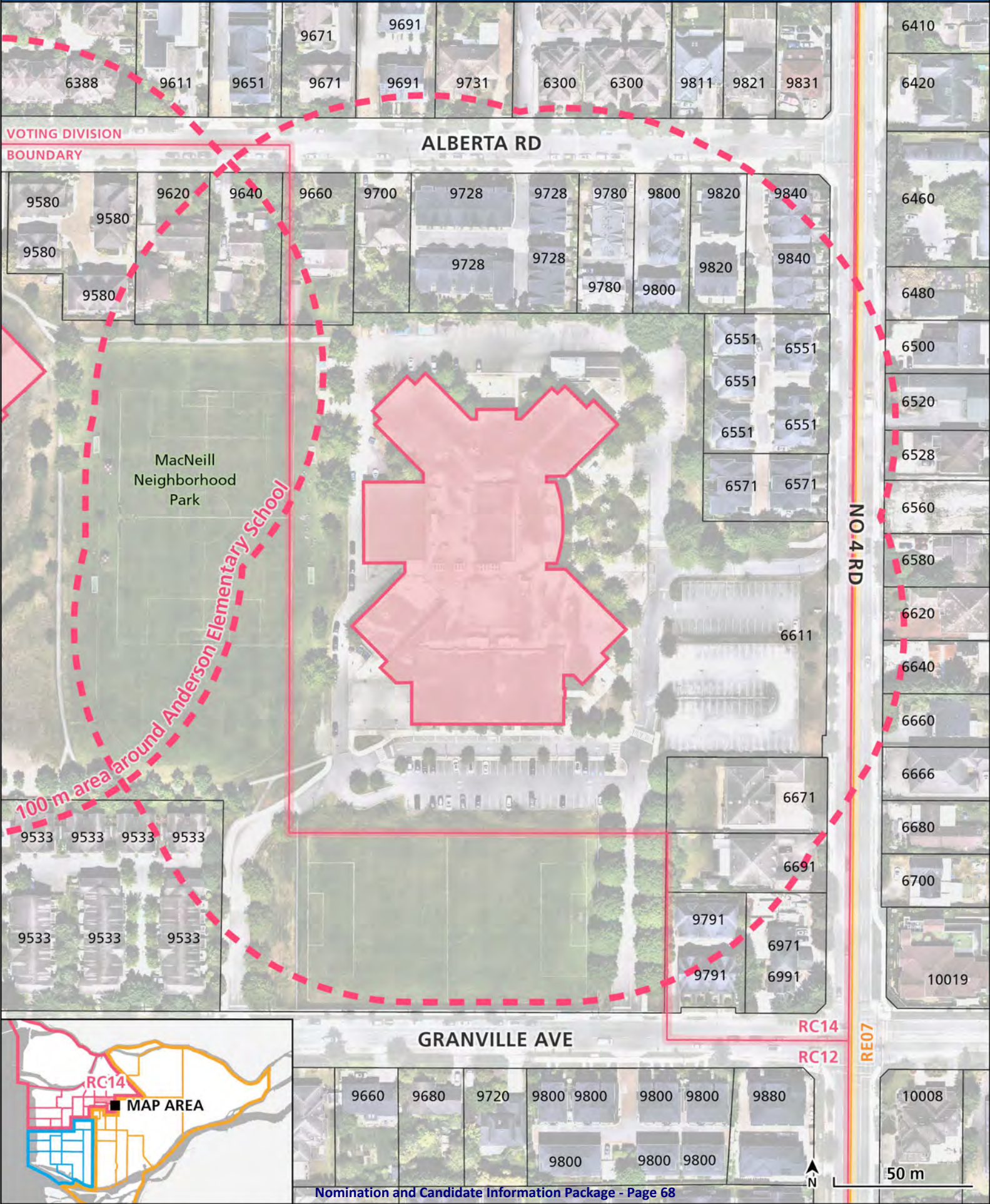




RC14 MacNeill Secondary School

Area within 100 m of 6611 No. 4 Road

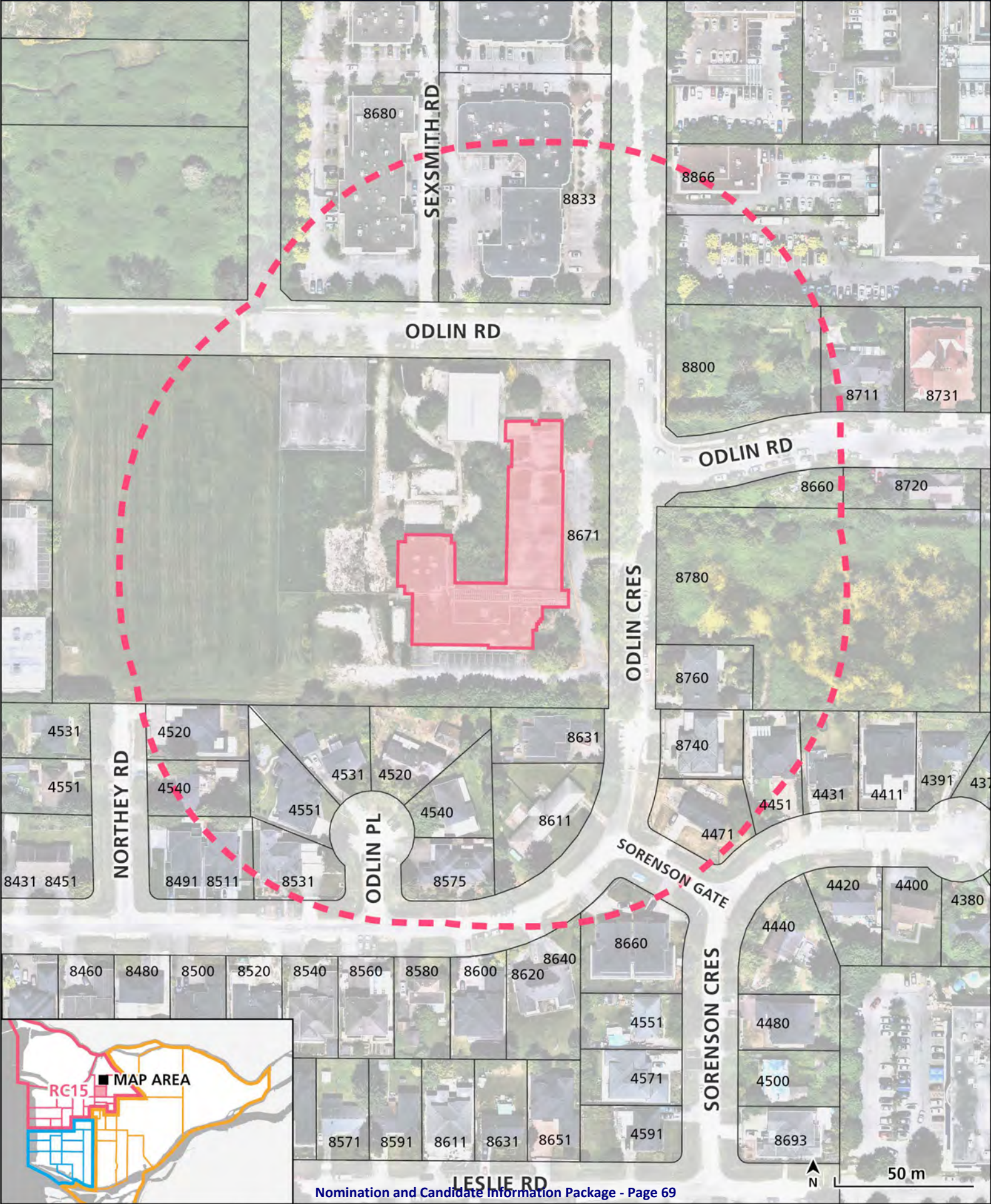
2026 Richmond Election



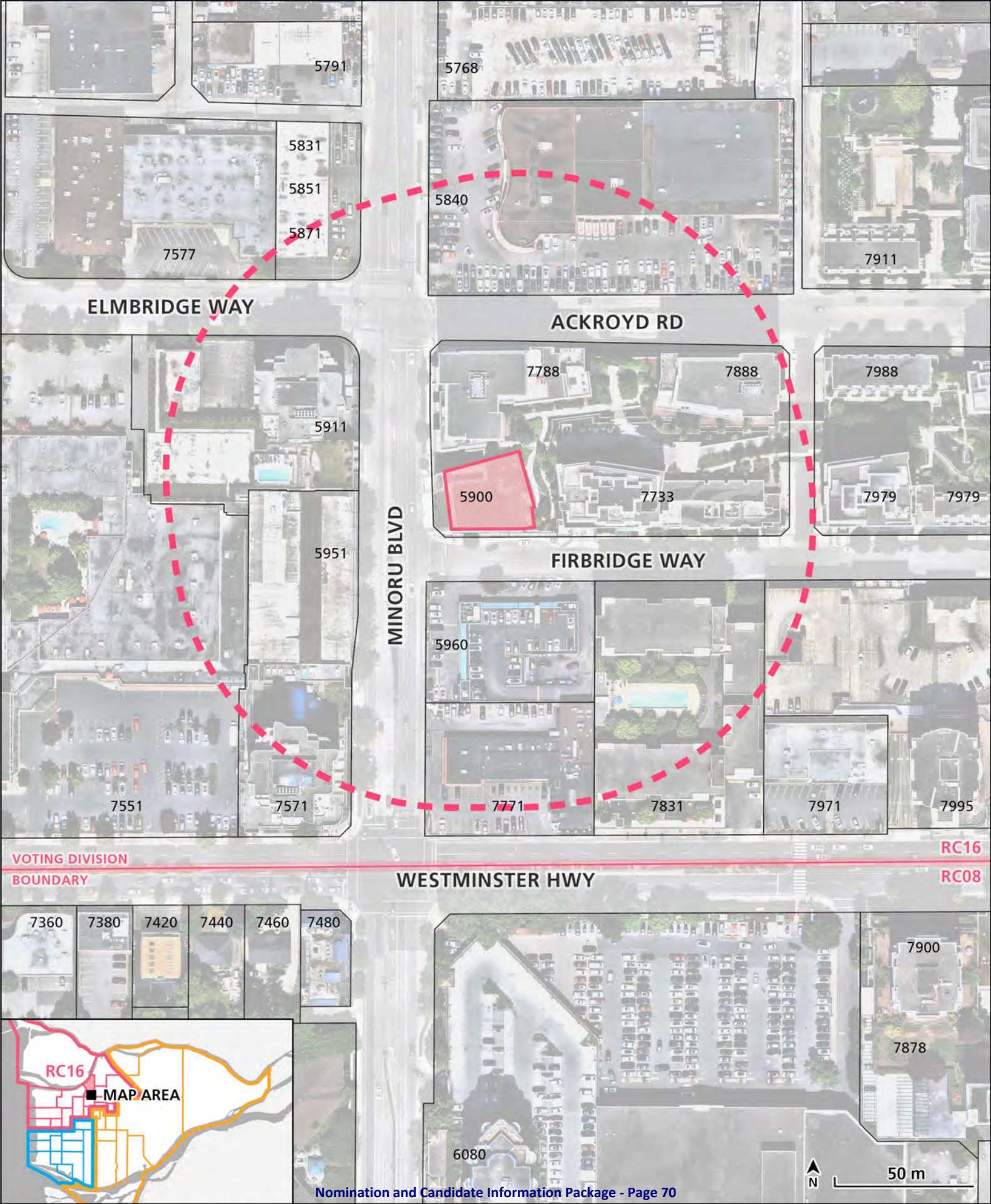
RC15 City Centre Elementary School

Area within 100 m of 8671 Odlin Crescent

2026 Richmond Election



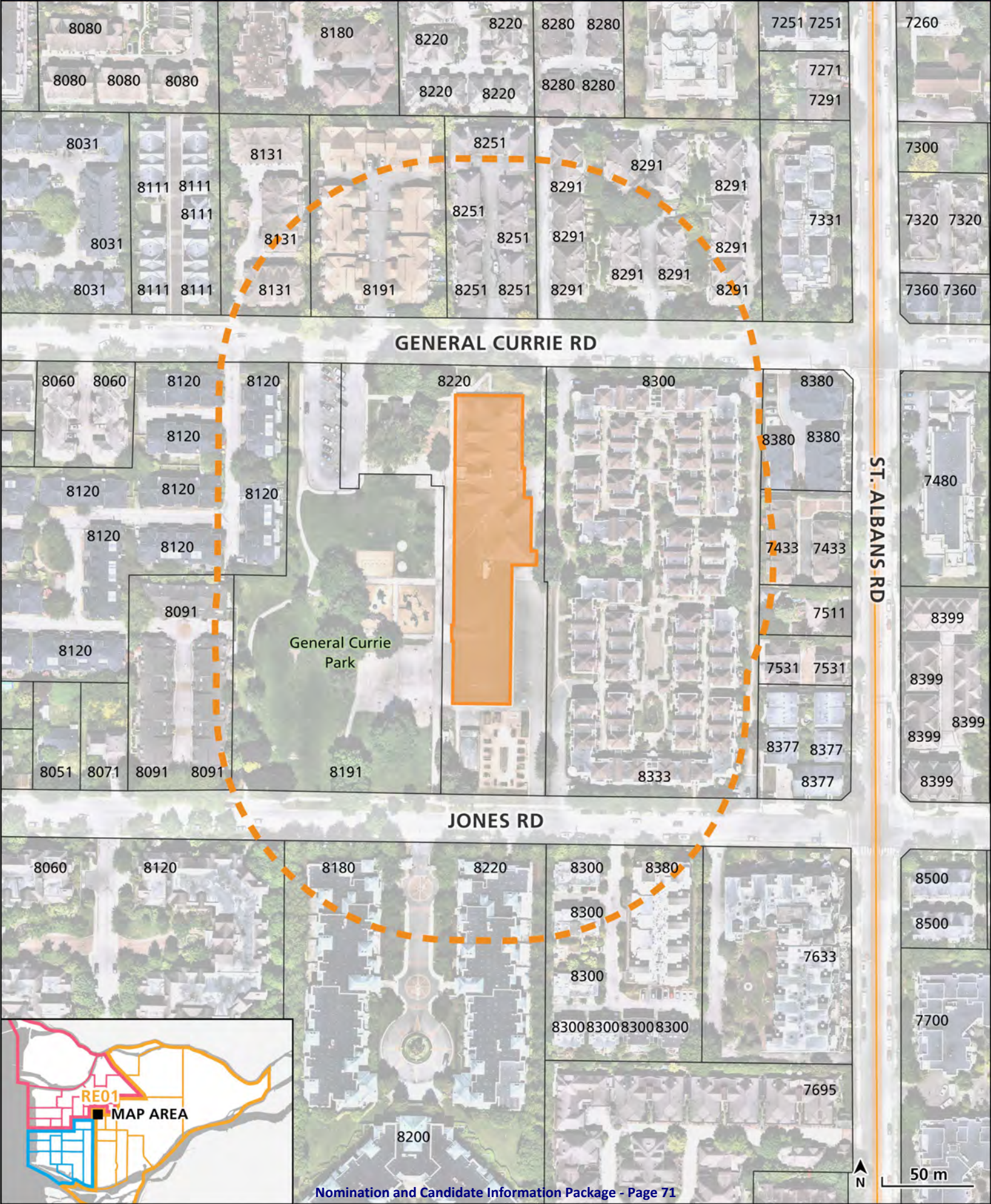
The information shown on this map is compiled from various sources and the City makes no warranty, expressed or implied, as to the accuracy or completeness of the information. This is not a legal document and is published for information purposes only. © 2026 City of Richmond. All rights reserved. Not to be reproduced or distributed without permission.



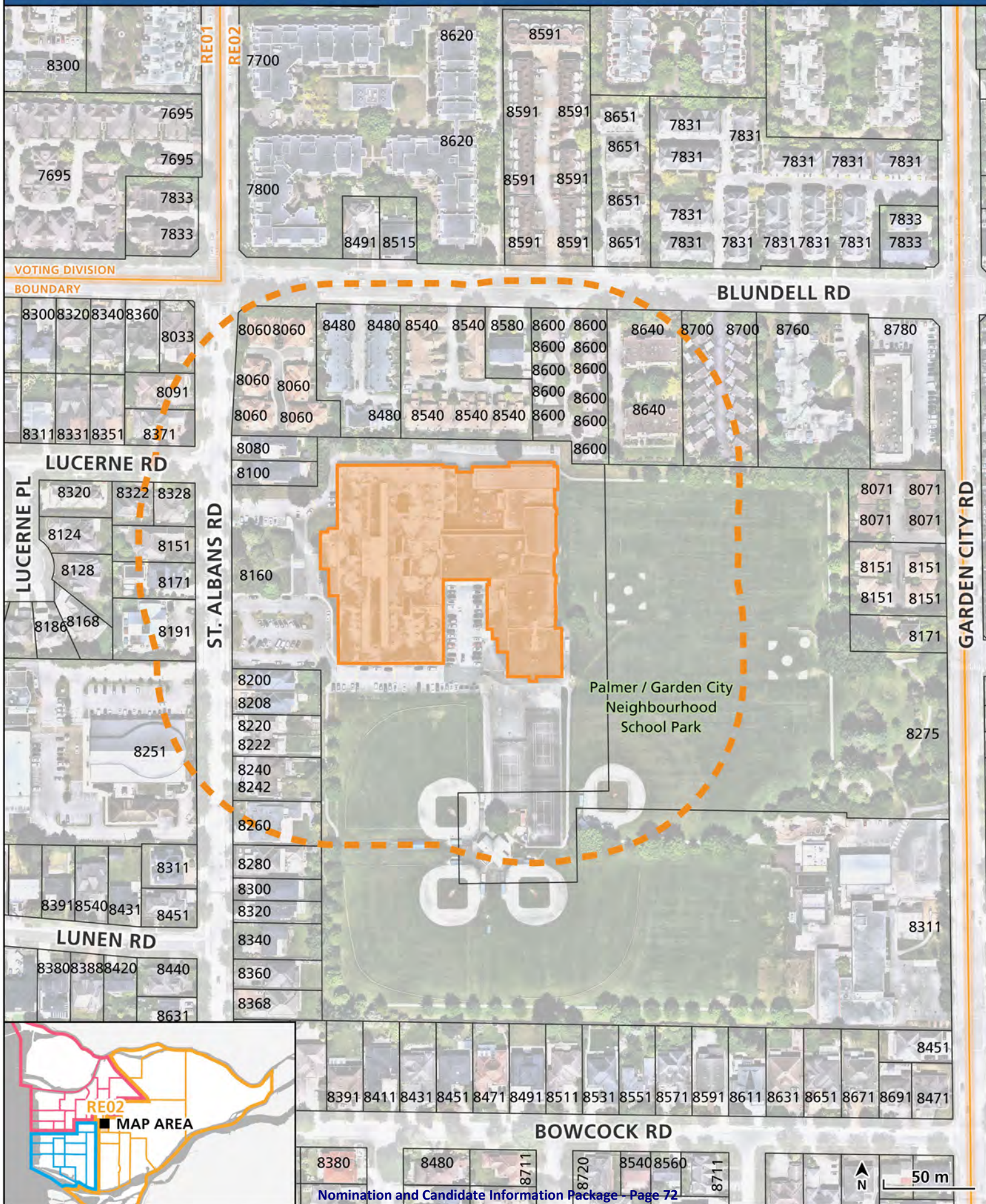
RE01 General Currie Elementary School

Area within 100 m of 8220 General Currie Road

2026 Richmond Election



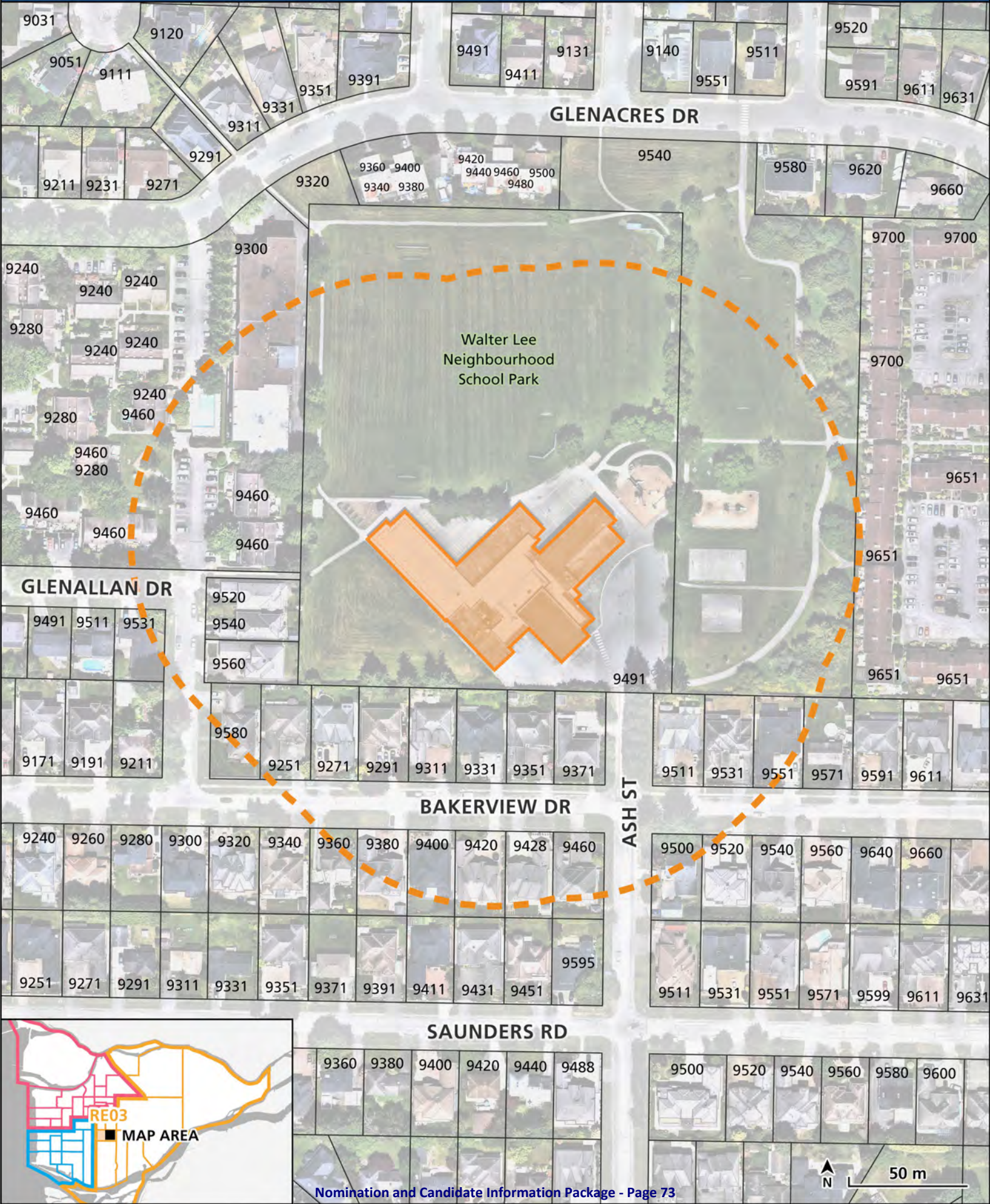
Area within 100 m of 8160 St. Albans Road

2026 **Richmond** Election

RE03 Walter Lee Elementary School

Area within 100 m of 9491 Ash Street

2026 Richmond Election

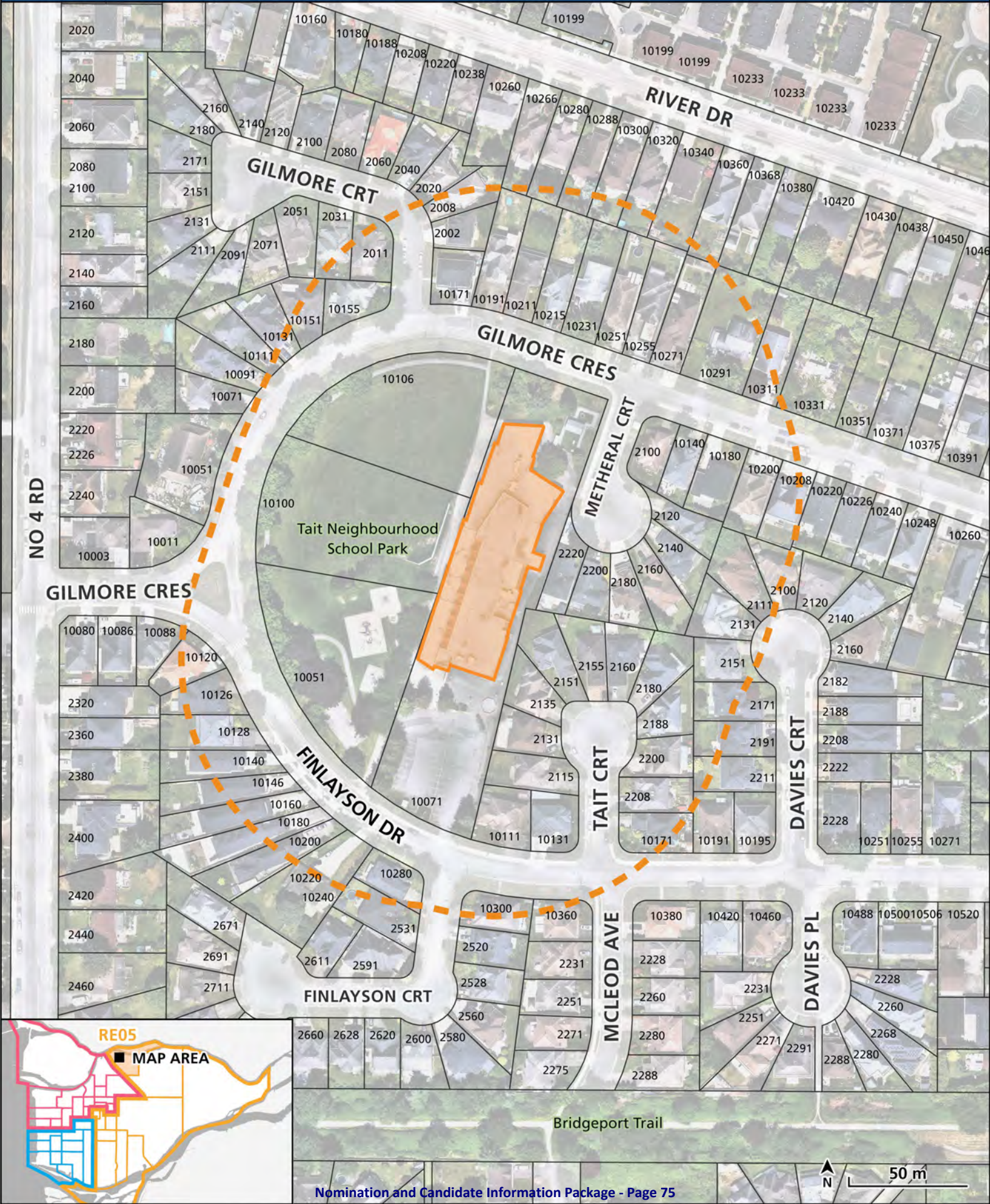


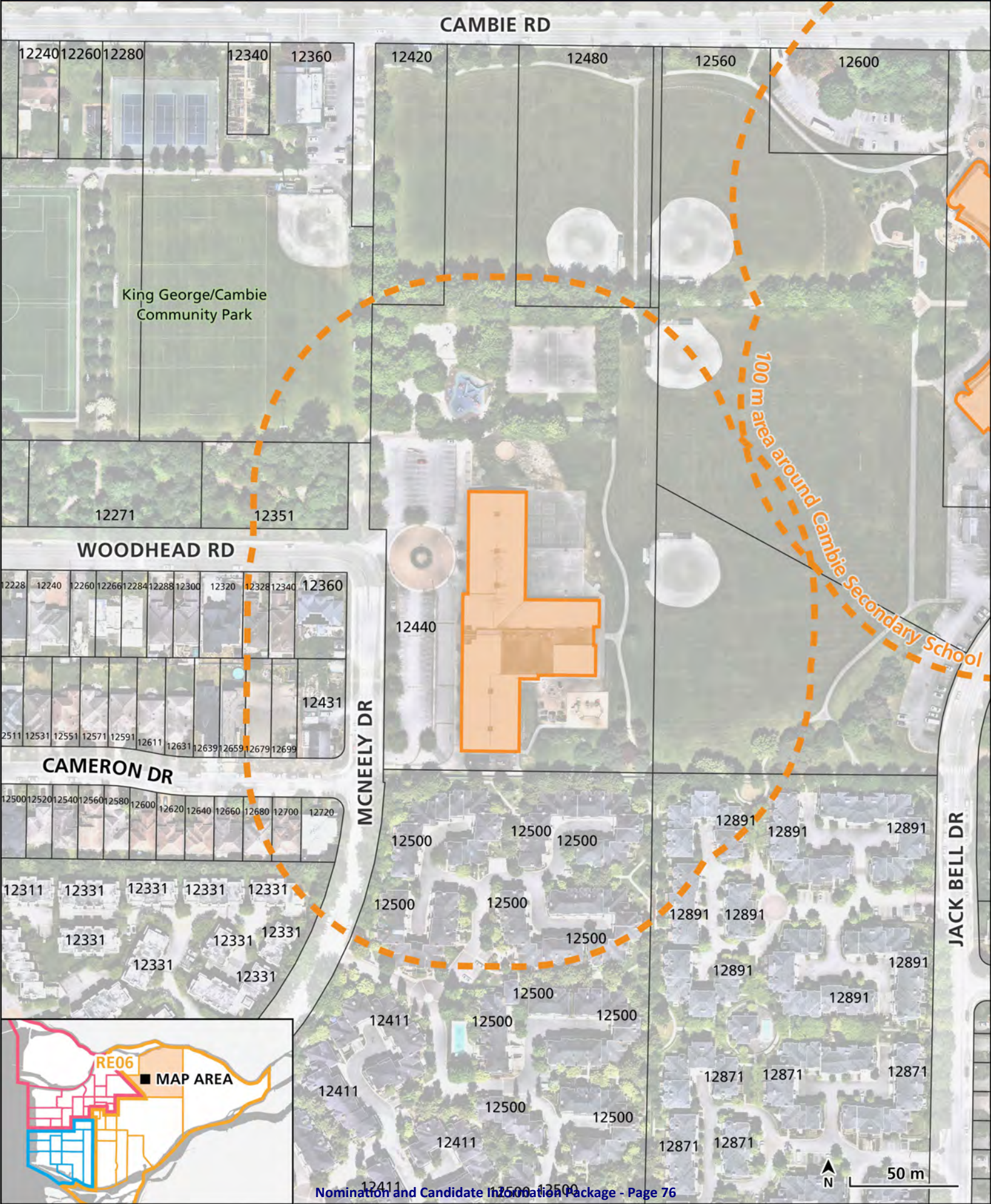
Area within 100 m of 8600 Ash Street

2026 **Richmond** Election

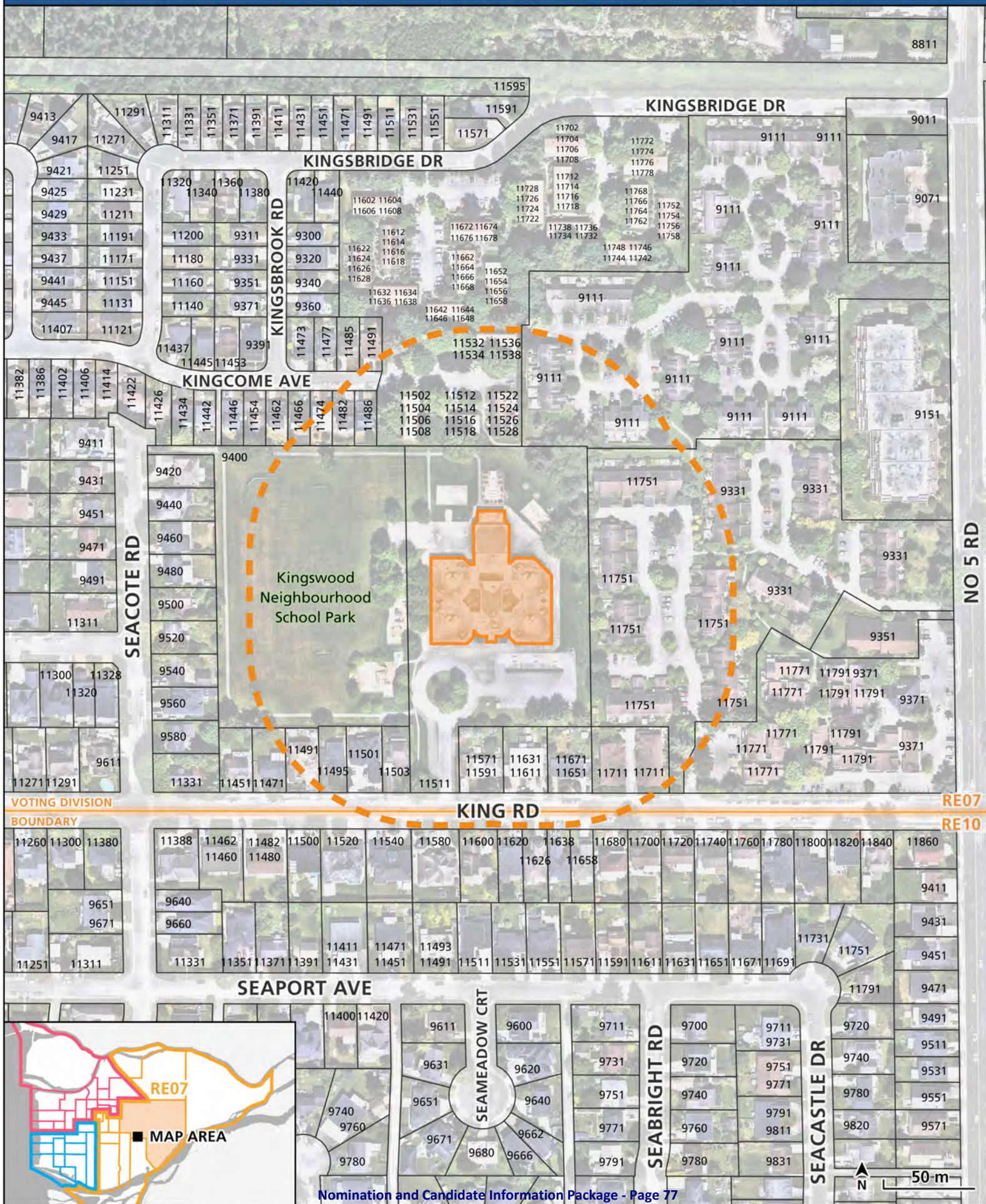
RE05 Tait Elementary School
Area within 100 m of 10071 Finlayson Drive

2026 Richmond Election

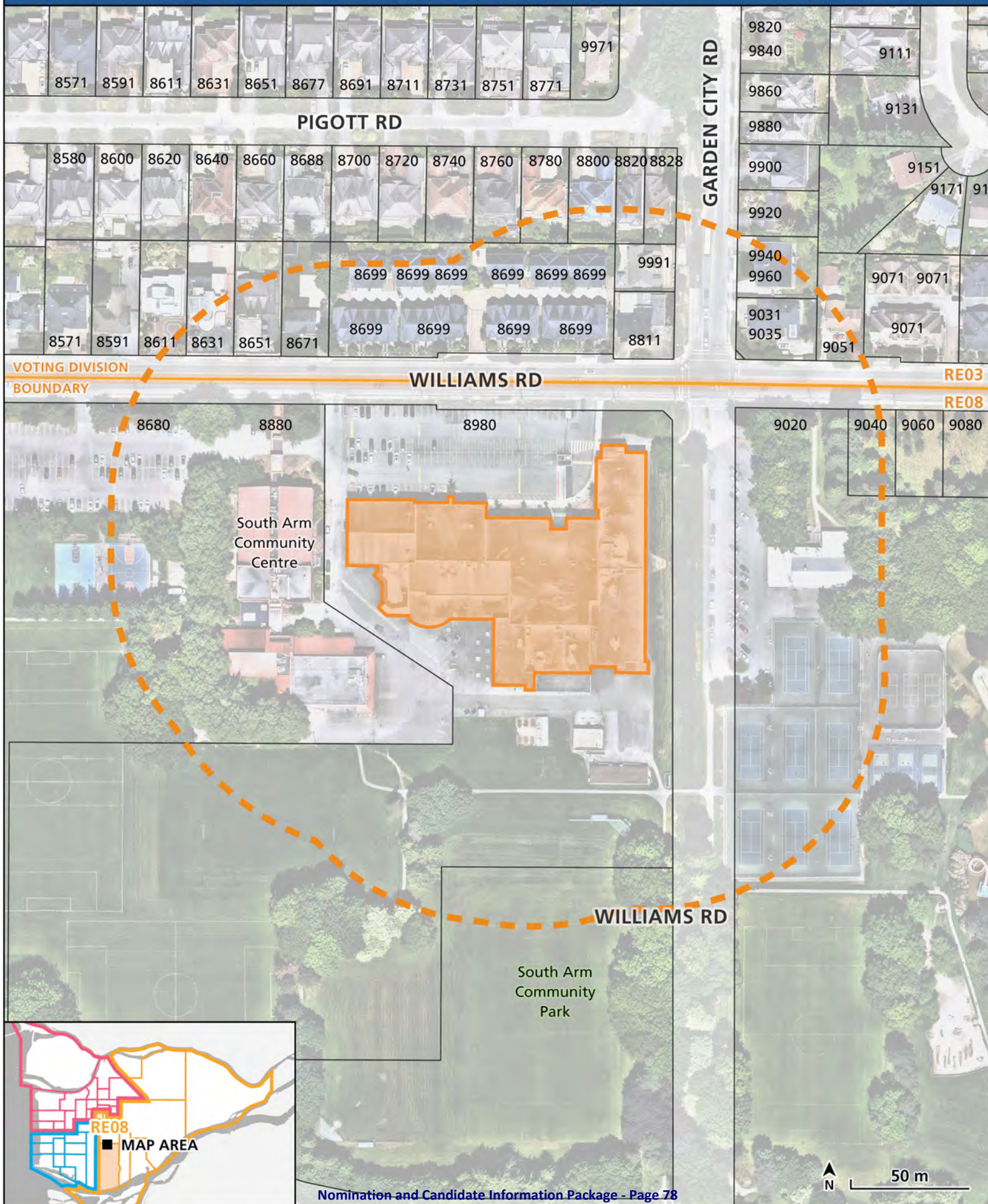




Area within 100 m of 11511 King Road

2026 **Richmond** Election

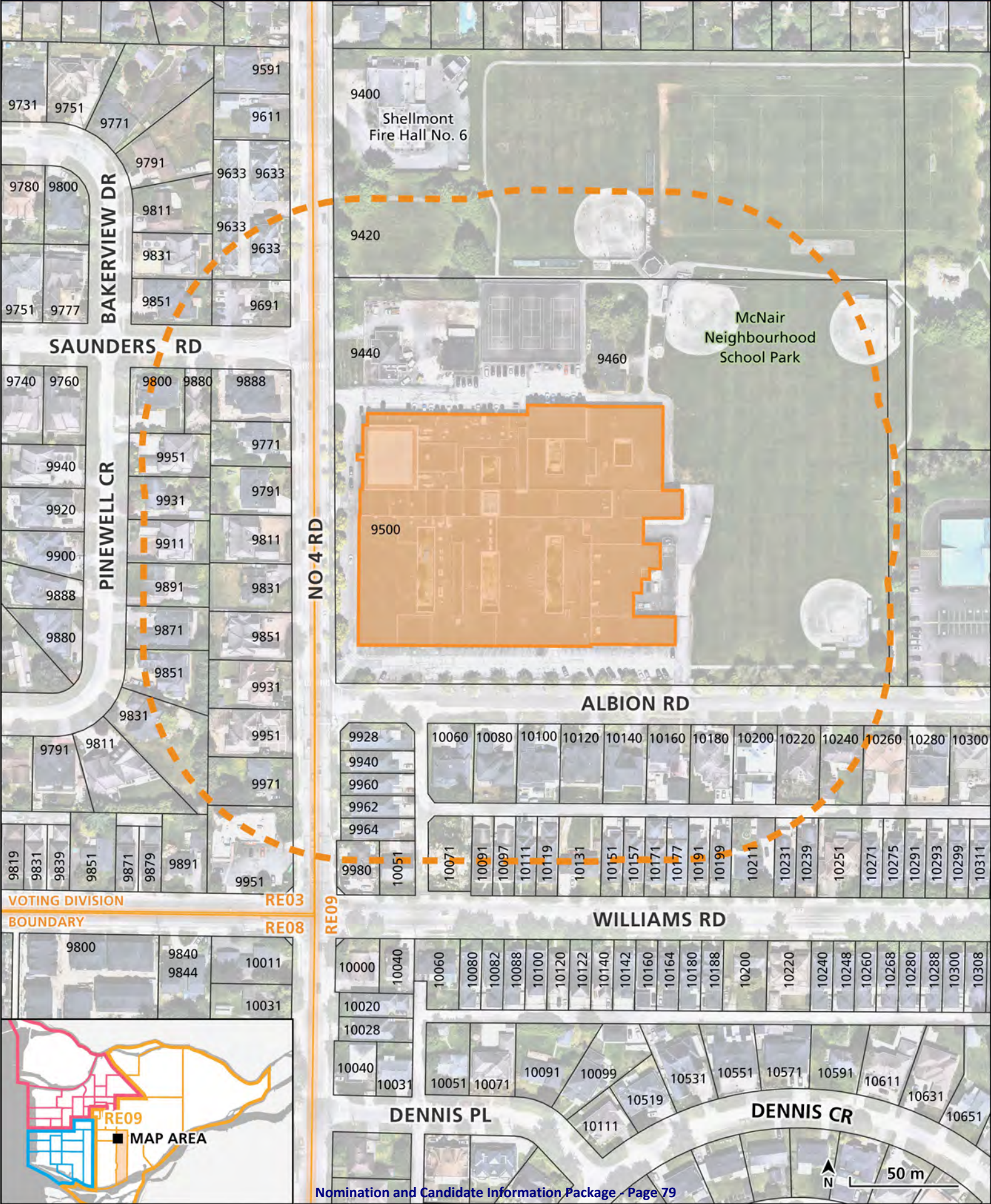
Area within 100 m of 8980 Williams Road

2026 **Richmond** Election

RE09 McNair Secondary School

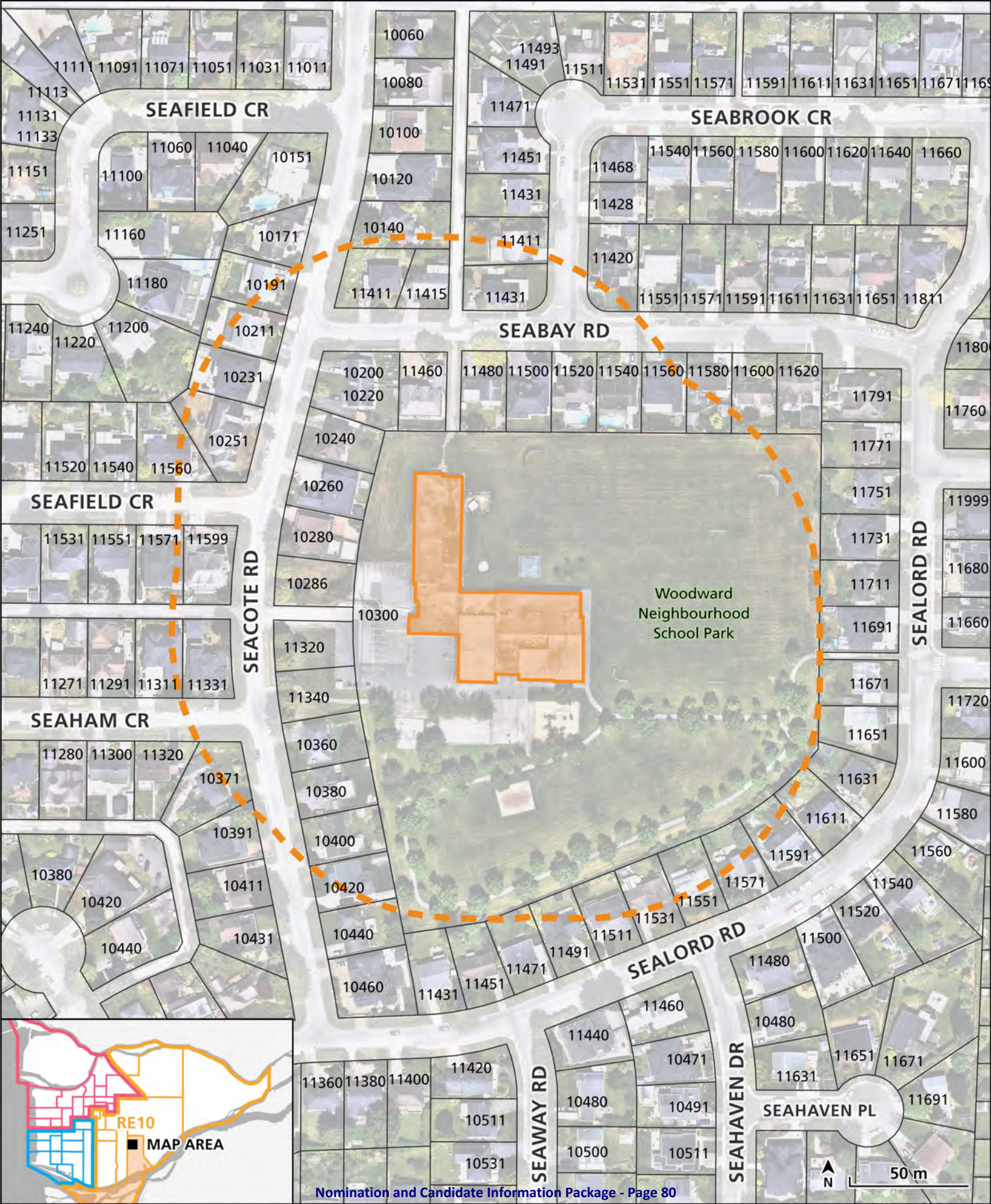
Area within 100 m of 9500 No. 4 Road

2026 Richmond Election



RE10 Woodward Elementary School
Area within 100 m of 10300 Seacote Road

2026 **Richmond** Election



Area within 100 m of 5180 Smith Drive

2026 **Richmond** Election

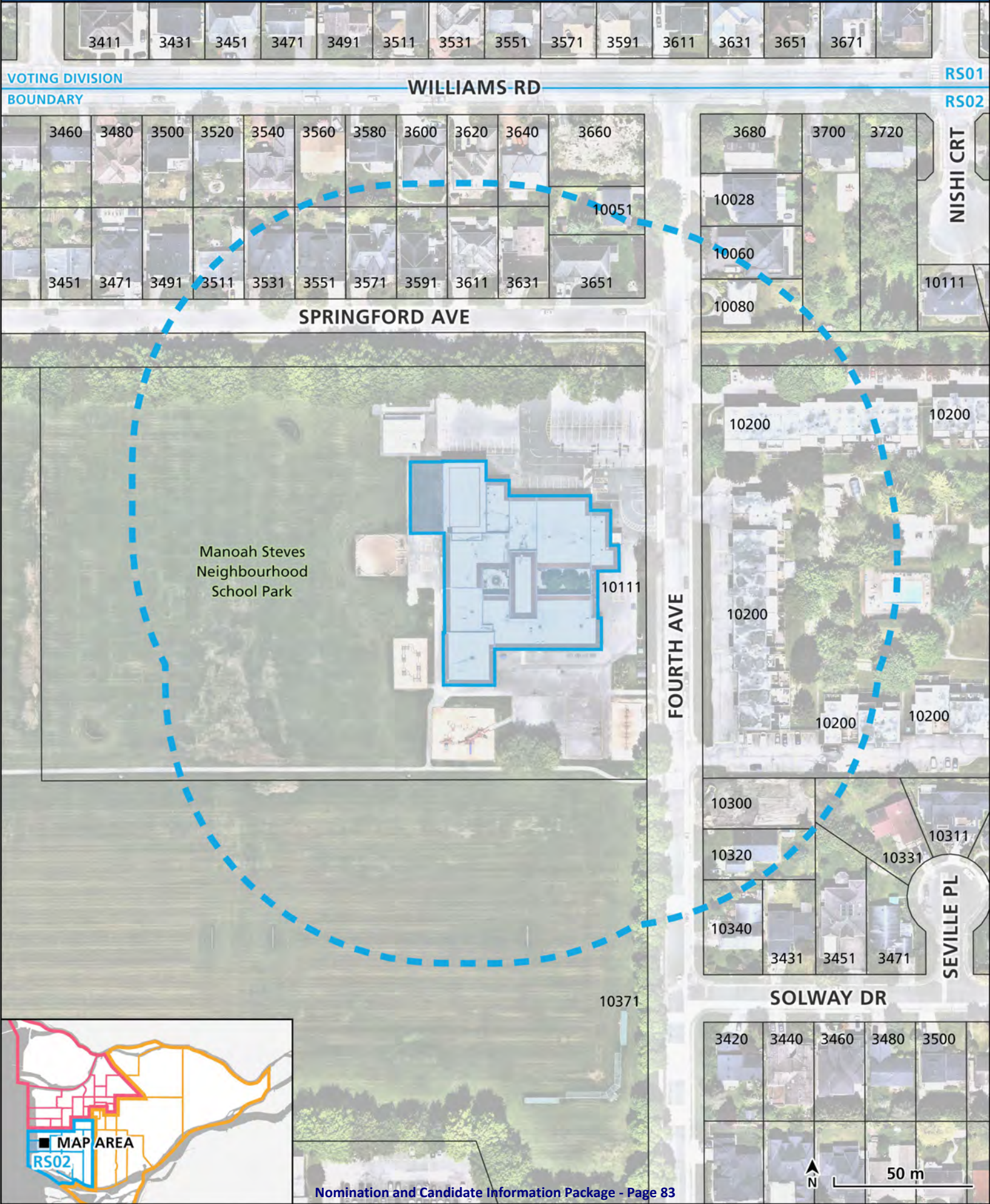
Area within 100 m of 9331 Diamond Road

2026 **Richmond** Election

RS02 Manoa Steves Elementary School

Area within 100 m of 10111 Fourth Avenue

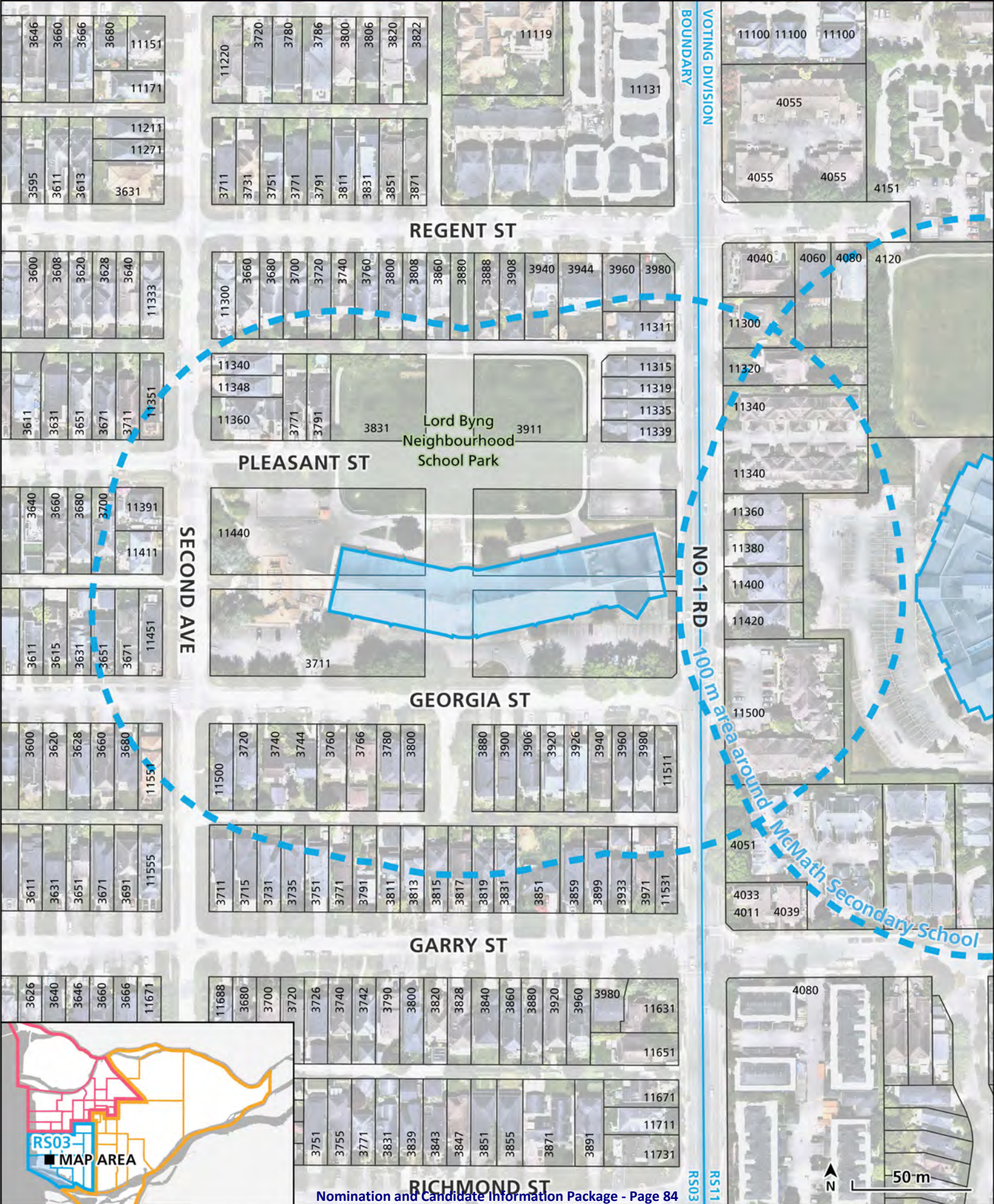
2026 Richmond Election

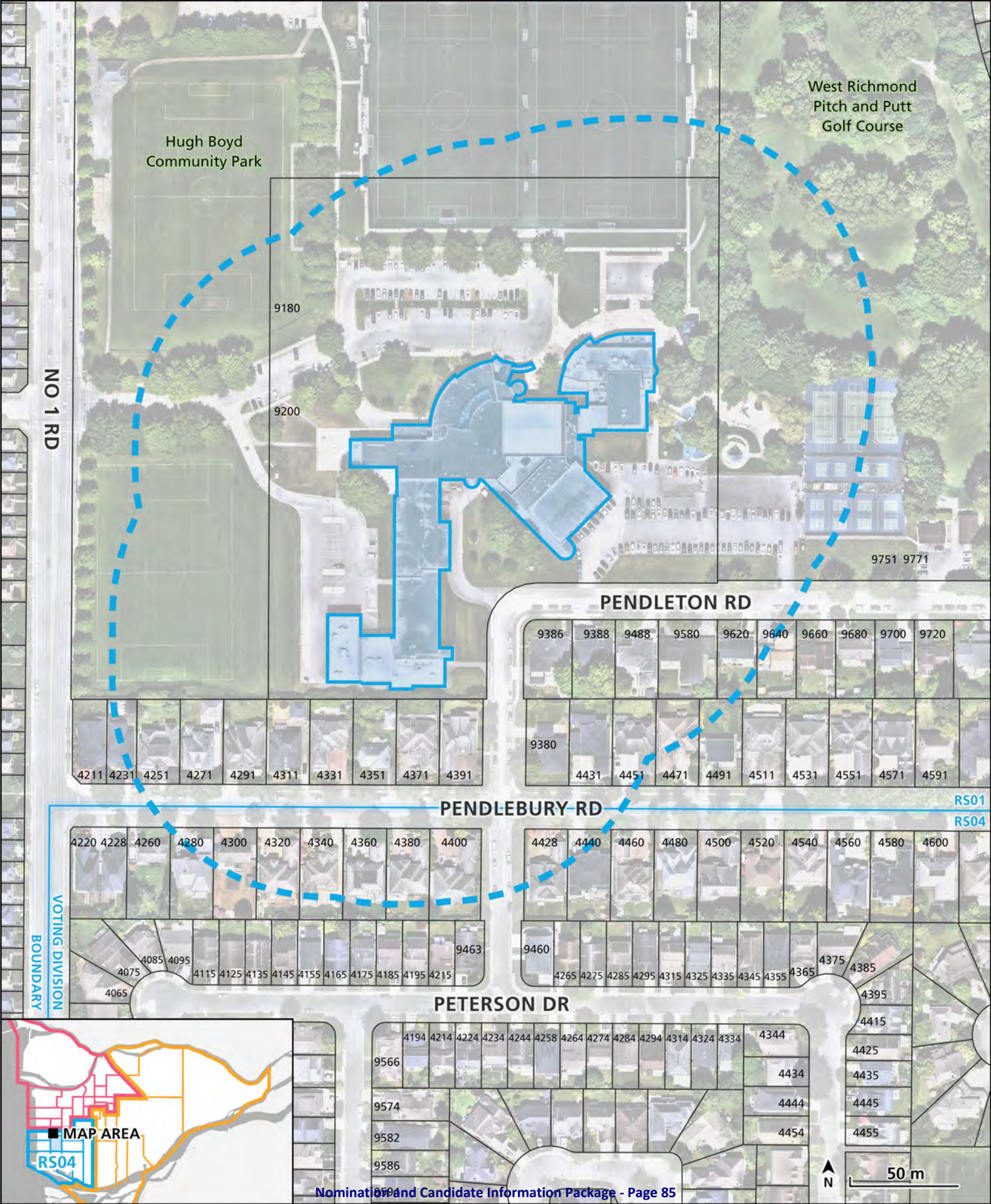


RS03 Lord Byng Elementary School

Area within 100 m of 3711 Georgia Street

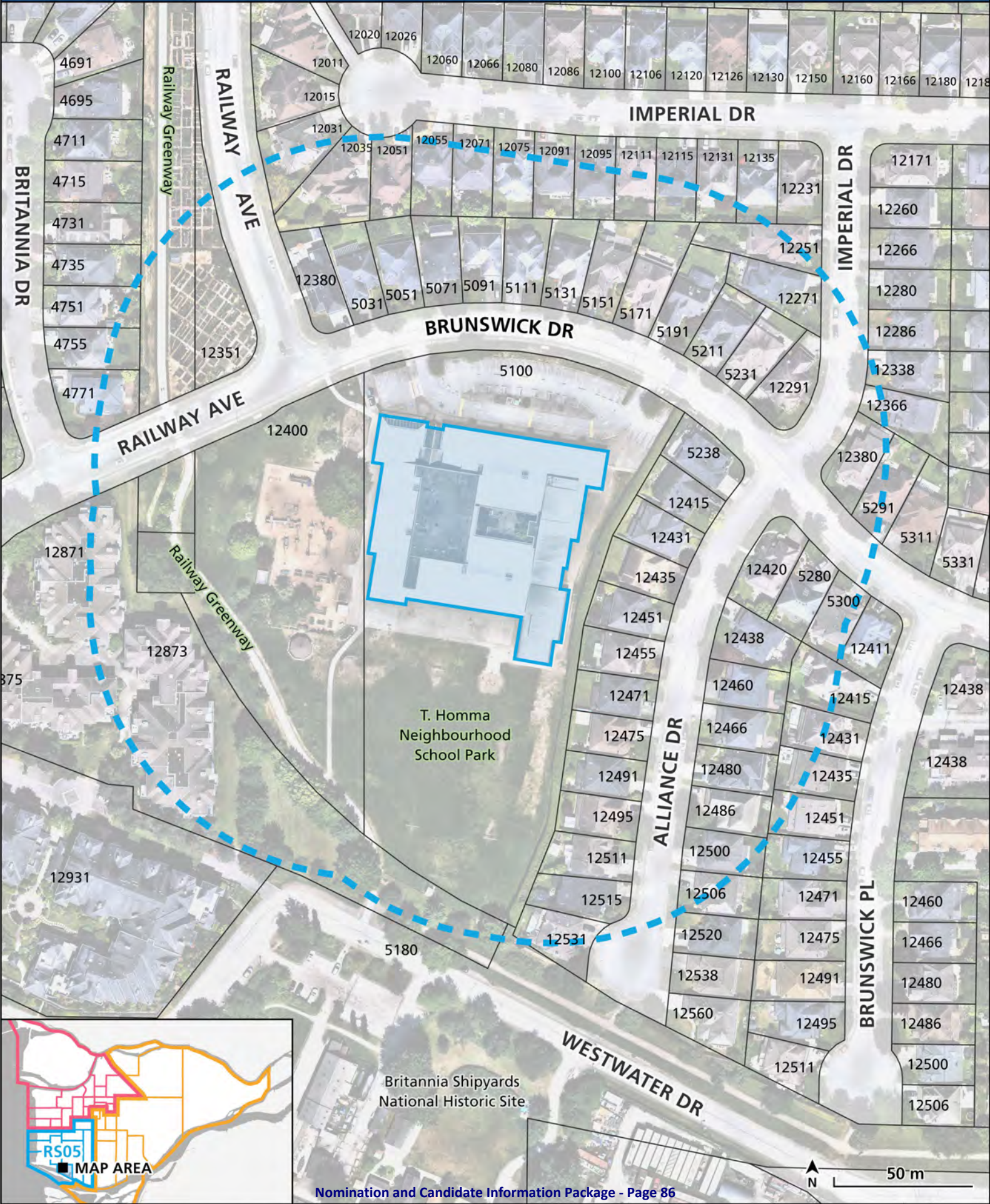
2026 Richmond Election





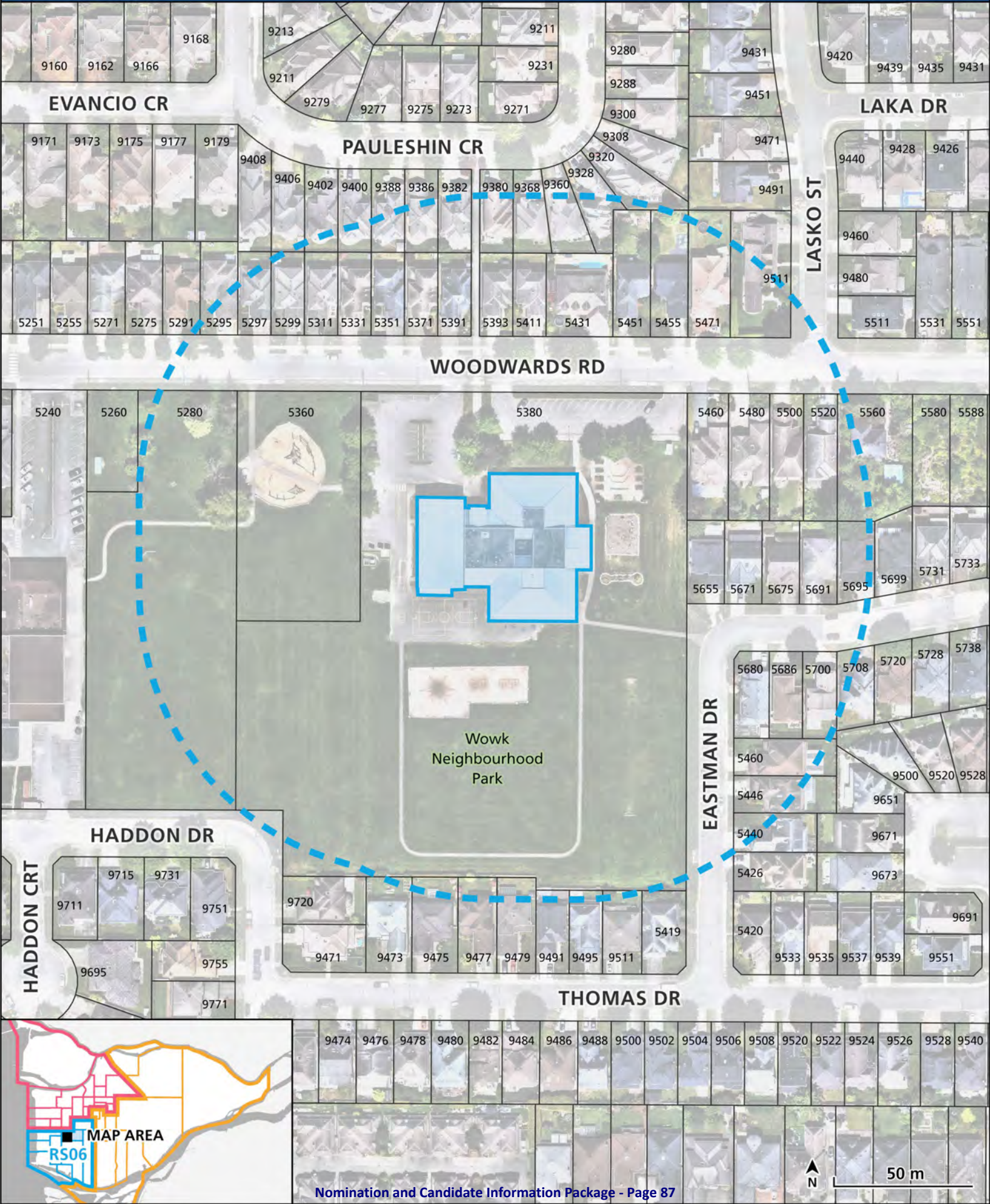
RS05 Homma Elementary School
Area within 100 m of 5100 Brunswick Drive

2026 **Richmond** Election



RS06 Wowk Elementary School
Area within 100 m of 5380 Woodward's Road

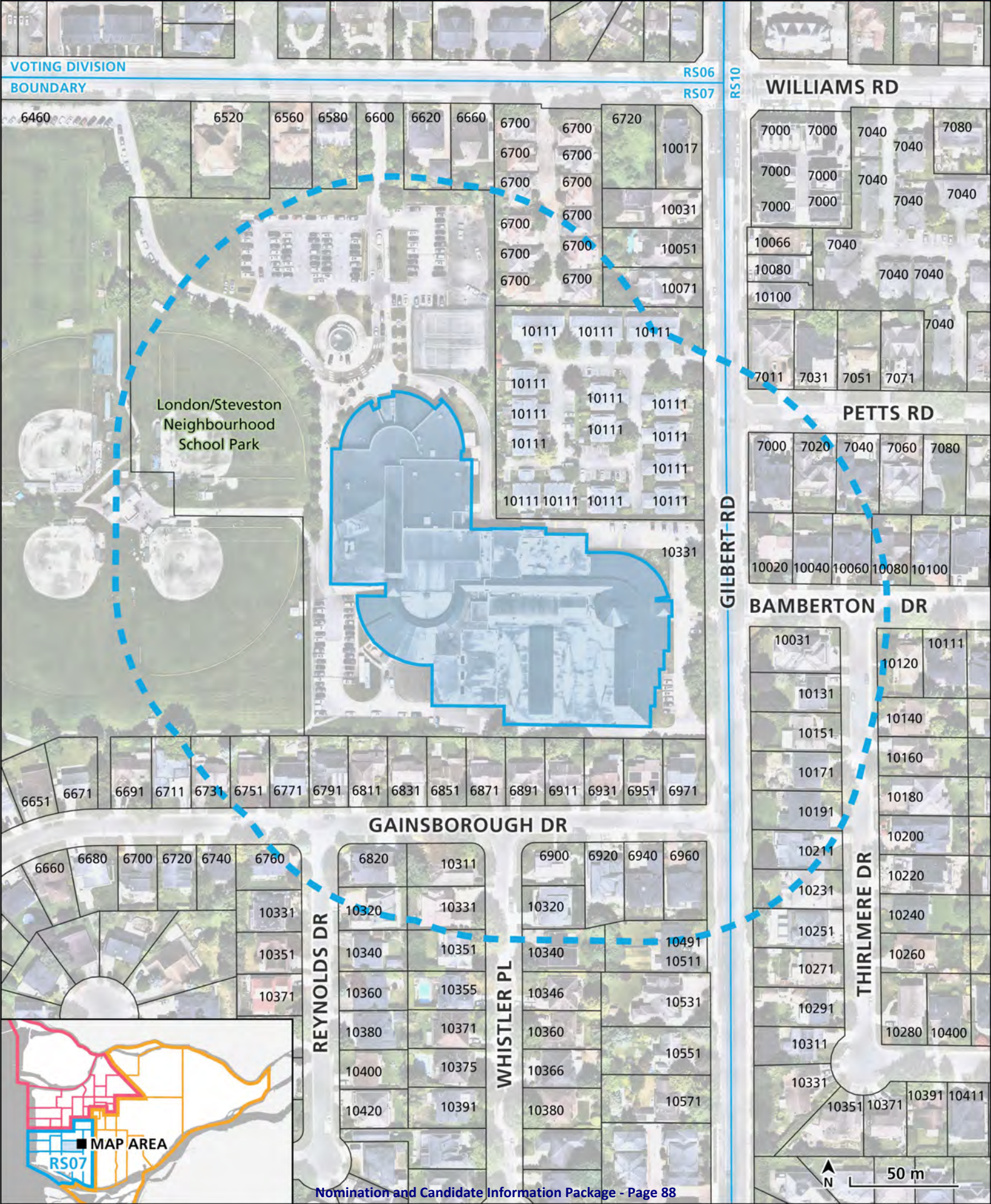
2026 **Richmond** Election



RS07 Steveston-London Secondary School

Area within 100 m of 6600 Williams Road

2026 Richmond Election



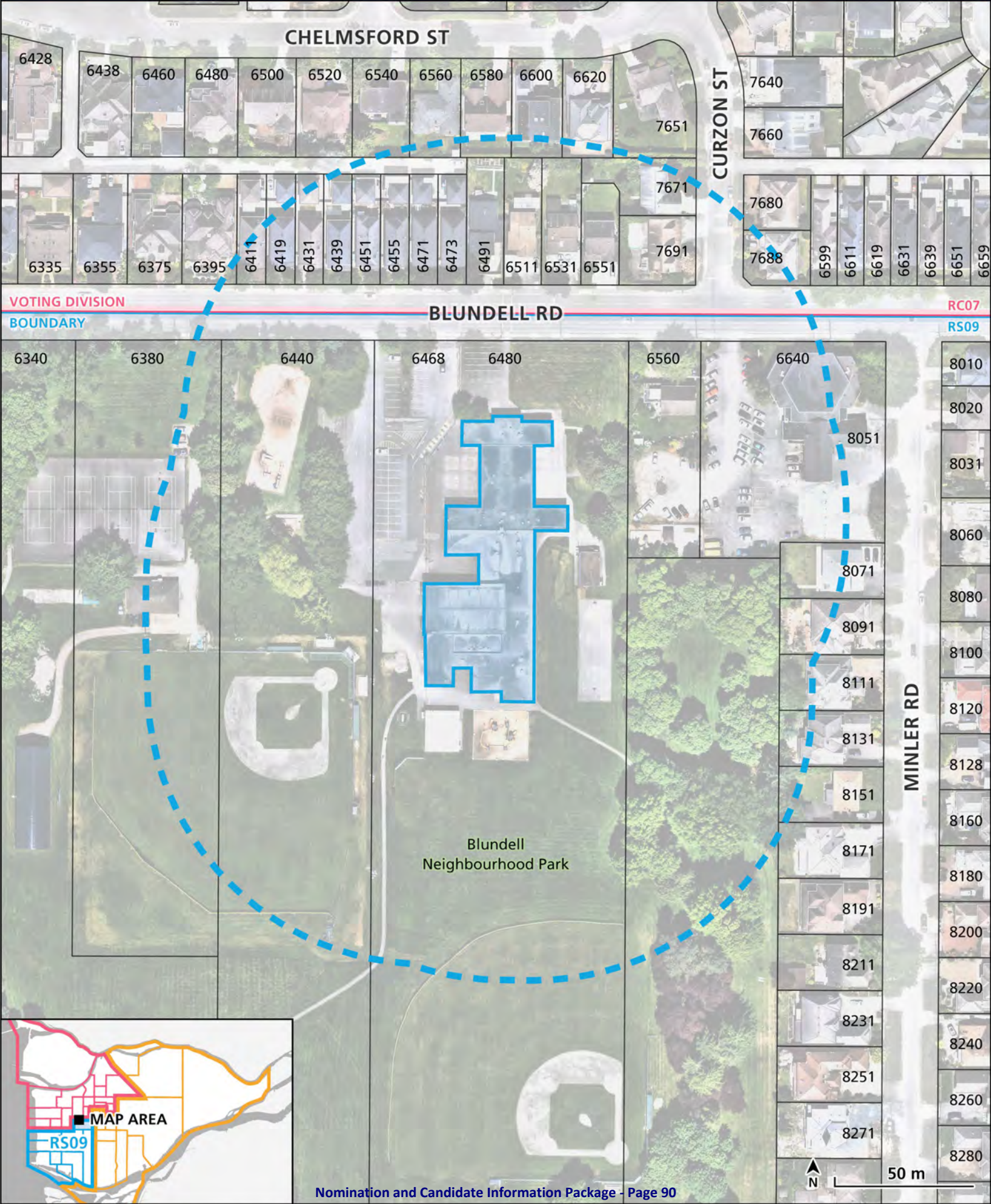
Area within 100 m of 11371 Kingfisher Drive

2026 **Richmond** Election

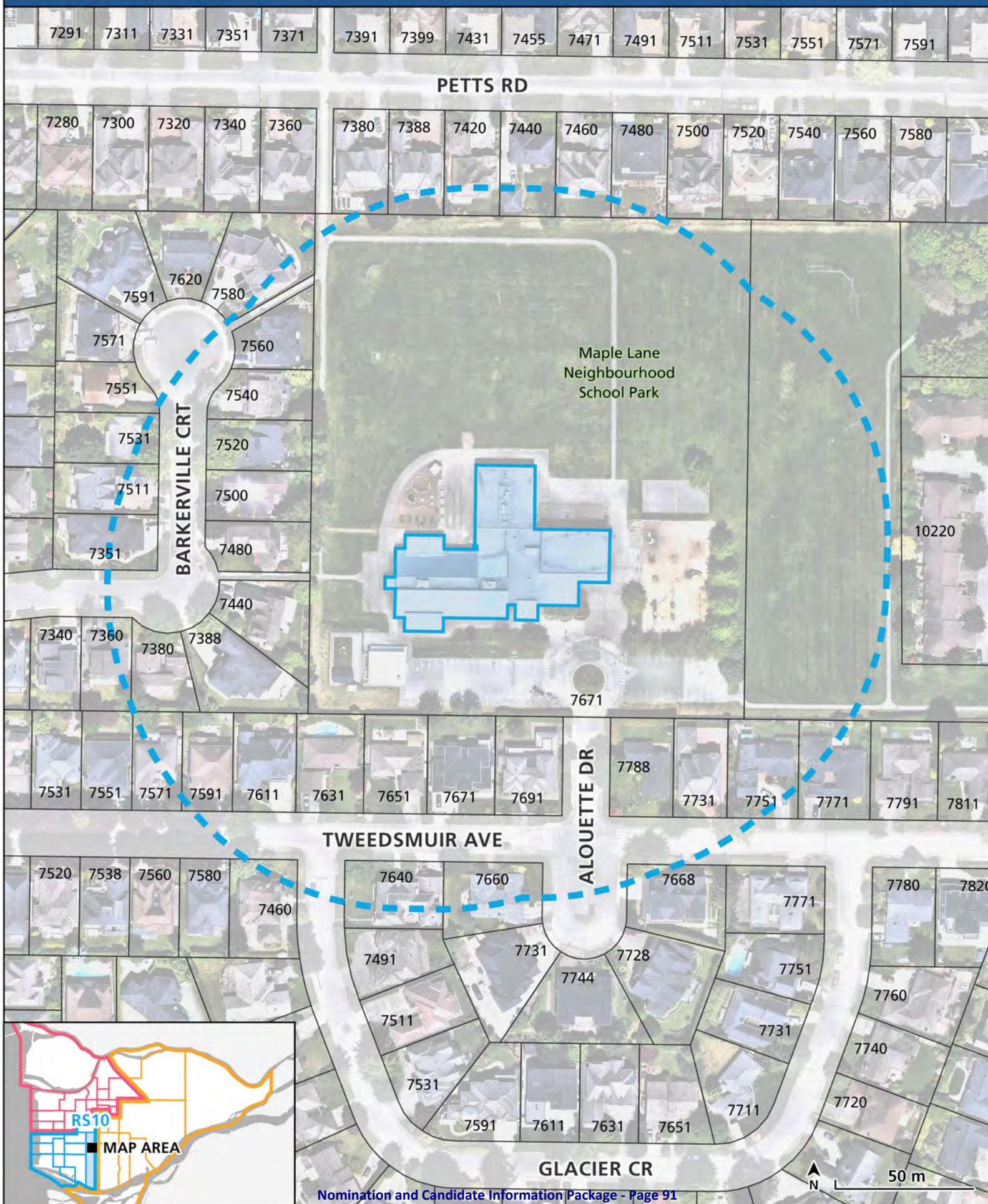
RS09 Blundell Elementary School

Area within 100 m of 6480 Blundell Road

2026 Richmond Election



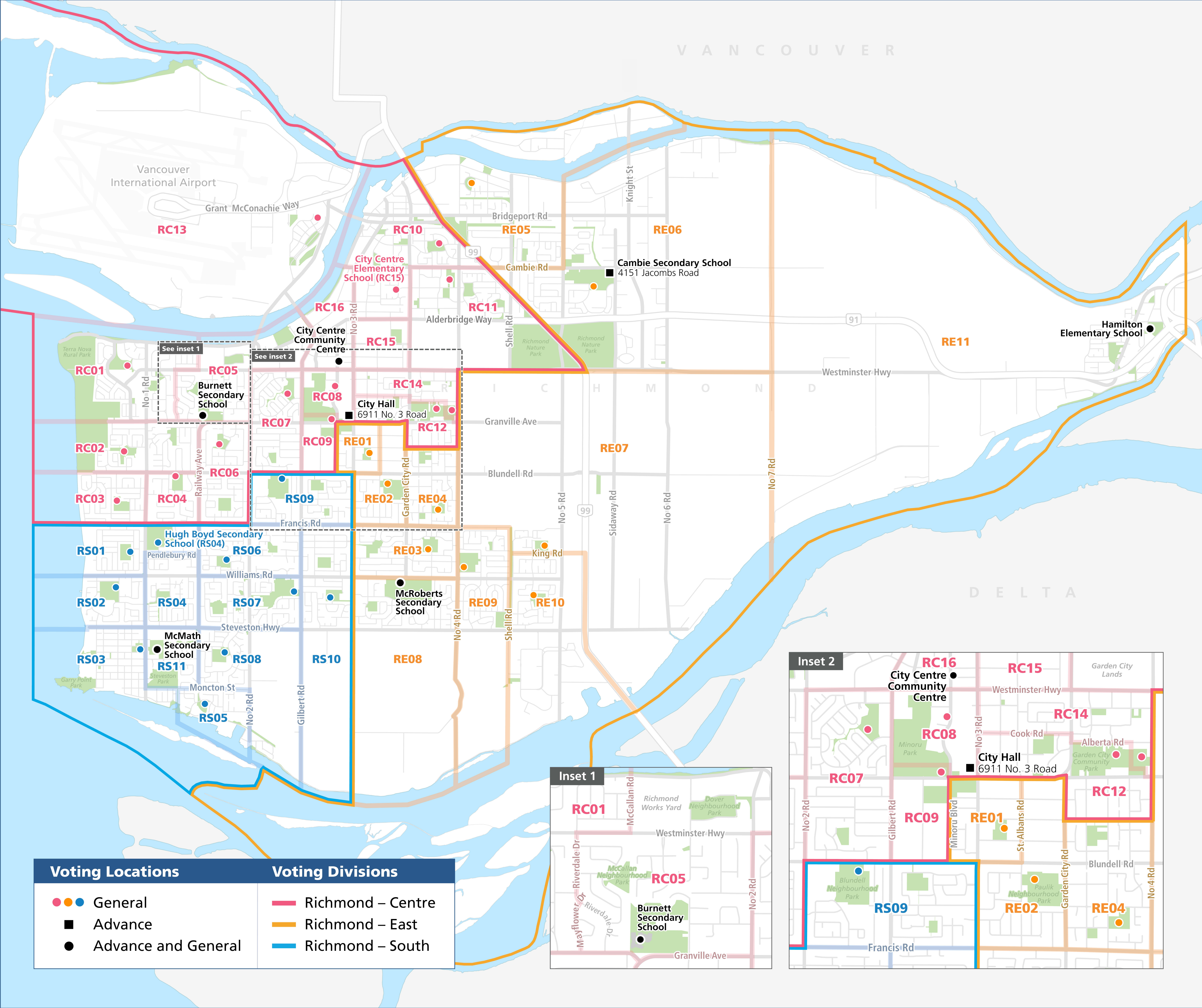
Area within 100 m of 7671 Alouette Drive

2026 **Richmond** Election

2026 **Richmond** Election

2026 Richmond Election

Voting Locations and Voting Divisions



Richmond – Centre (RC)		
RC01	Spul'u'kwuks Elementary School	5999 Blanshard Drive
RC02	Quilchena Elementary School	3760 Moresby Drive
RC03	Gilmore Elementary School	8380 Elsmore Road
RC04	Grauer Elementary School	4440 Blundell Road
RC05	Burnett Secondary School	5011 Granville Avenue
RC06	McKay Elementary School	7360 Lombard Road
RC07	Brighthouse Elementary School	6800 Azure Road
RC08	Kiwanis Towers	7378 Gollner Avenue
RC09	Richmond Cultural Centre Annex	7660 Minoru Gate
RC10	Talmey Elementary School	9500 Kilby Drive
RC11	Tomsett Elementary School	9671 Odlin Road
RC12	Anderson Elementary School	9460 Alberta Road
RC13	Sea Island Community Centre	7140 Miller Road
RC14	MacNeill Secondary School	6611 No. 4 Road
RC15	City Centre Elementary School	8671 Odlin Crescent
RC16	City Centre Community Centre	105-5900 Minoru Boulevard

Richmond – East (RE)		
RE01	General Currie Elementary School	8220 General Currie Road
RE02	Palmer Secondary School	8160 St. Albans Road
RE03	Walter Lee Elementary School	9491 Ash Street
RE04	DeBeck Elementary School	8600 Ash Street
RE05	Tait Elementary School	10071 Finlayson Drive
RE06	McNeely Elementary School	12440 Woodhead Road
RE07	Kingswood Elementary School	11511 King Road
RE08	McRoberts Secondary School	8980 Williams Road
RE09	McNair Secondary School	9500 No. 4 Road
RE10	Woodward Elementary School	10300 Seacote Road
RE11	Hamilton Elementary School	5180 Smith Drive

Richmond – South (RS)		
RS01	Dixon Elementary School	9331 Diamond Road
RS02	Manoah Steves Elementary School	10111 Fourth Avenue
RS03	Lord Byng Elementary School	3711 Georgia Street
RS04	Hugh Boyd Secondary School	9200 No. 1 Road
RS05	Homma Elementary School	5100 Brunswick Drive
RS06	Wowk Elementary School	5380 Woodward's Road
RS07	Steveston-London Secondary School	6600 Williams Road
RS08	Westwind Elementary School	11371 Kingfisher Drive
RS09	Blundell Elementary School	6480 Blundell Road
RS10	Maple Lane Elementary School	7671 Alouette Drive
RS11	McMath Secondary School	4251 Garry Street

The information shown on this map is compiled from various sources and the City makes no warranties, expressed or implied, as to the accuracy or completeness of the information. This is not a legal document and is published for information purposes only. © 2025 City of Richmond. All rights reserved. Not to be reproduced or distributed without permission.



Part 4

Campaign Financing

(Elections BC Resources)

GENERAL LOCAL AND SCHOOL ELECTION

CAMPAIGN FINANCING DISCLOSURES

Overview

In accordance with the *Local Elections Campaign Financing Act*, responsibility for campaign financing oversight is under the jurisdiction of Elections BC. Accordingly, Elections BC has requested that all campaign financing inquiries be handled directly by Elections BC staff to ensure consistency of information.

If you have any questions or concerns regarding campaign financing, please call **Elections BC toll free at 1-800-661-8683** to speak to a compliance specialist or email electoral.finance@elections.bc.ca.

- **Campaign financing disclosures** – Once you have filed your nomination papers, the Richmond Elections Office will notify Elections BC that you are a candidate. Elections BC will then send a package to you that include the necessary forms and information for you to fulfil your responsibilities under the *Local Elections Campaign Financing Act*). Your completed campaign financing disclosures are due no later than January 15, 2027 and must be filed directly with Elections BC.
- **Campaign financing guides and forms** – The Elections BC website (elections.bc.ca) includes the necessary forms and several detailed guides, which provide all the pertinent information every candidate needs to be aware of in relation to campaign financing disclosures. Links to these resources are provided in the Table of Contents and Part 5 of the Nomination and Candidate Information Package as well as on the Richmond Elections Office website (Richmond.ca/elections).

Elections BC
Campaign Financing Disclosure toll free
1-800-661-8683

GENERAL LOCAL AND SCHOOL ELECTION

ELECTION EXPENSE LIMITS IN RICHMOND

Overview

Candidate Expense Limits

As outlined by Elections BC, all candidates in the 2026 General Local and School Election have expense limits that apply during the campaign period (September 19, 2026 to October 17, 2026).

Each election area and office has its own limit, which is based on the office and population of the election area. The 2026 candidate expense limits for the Richmond election area and Richmond School District No. 38 are as follows:

Office	Expense Limit
Mayoral candidates	\$176,230.55
Councillor candidates	\$88,947.13
School Trustee candidates	\$90,197.13

Third Party Expense Limits

There are two types of expense limits for third party sponsors/advertisers: directed advertising expense limits and cumulative advertising expense limits. Directed advertising expense limits apply to advertising about a specific candidate or elector organization. The third party directed advertising expense limits for Richmond are:

Third Party Advertising	Expense Limit
Mayoral candidates	\$8,811.53
Councillor candidates	\$8,811.53
School Trustee candidates	\$5,557.85

If you are a third-party sponsor/advertiser and you are conducting “issue advertising” or if you are advertising in more than one jurisdiction, please contact **Elections BC** for information about applicable expense limits and rules by calling **1-800-661-8683**.

Part 5

General Guides & Brochures

(Province / Ministry Resources)

General Guides and Brochures (Province / Ministry Resources)

- **Candidate's Guide** – Guide to Campaign Financing for Local Candidates and Financial Agents in B.C. Available Online
<http://elections.bc.ca/docs/lecfa/guide-to-local-elections-campaign-financing-in-bc-for-candidates-and-their-financial-agents.pdf>
- **Elector Organizations Guide** - Guide to Campaign Financing for Elector Organizations and Financial Agents in B.C. Available Online
<http://elections.bc.ca/docs/lecfa/guide-to-local-elections-campaign-financing-in-bc-for-elector-organizations-and-their-financial-agents.pdf>
- **Third Party Advertising Sponsors Guide** – Guide for Local Elections Third Party Sponsors in B.C. Available Online
<http://elections.bc.ca/docs/lecfa/guide-for-local-elections-third-party-sponsors-in-bc.pdf>
- **Disclosure Statement Forms** –
 - Candidates (Form 4300)
<https://elections.bc.ca/docs/lecfa/fill-in-4300.pdf>
 - Elector Organizations (Form 4400)
<https://elections.bc.ca/docs/lecfa/fill-in-4400.pdf> Available Online
 - Third Party Sponsors (Form 4500)
<https://elections.bc.ca/docs/lecfa/fill-in-4500.pdf>
- **General Local Elections 101**
https://www2.gov.bc.ca/assets/gov/british-columbians-our-governments/local-governments/governance-powers/general_local_elections_101.pdf Available Online
- **Thinking of Running for Local Office?**
https://www2.gov.bc.ca/assets/gov/british-columbians-our-governments/local-governments/governance-powers/thinking_about_running_local_office.pdf Available Online

- **What Every Candidate Needs to Know**
https://www2.gov.bc.ca/assets/gov/british-columbians-our-governments/local-governments/governance-powers/what_every_candidate_needs_know.pdf
 Available Online

- **Candidate's Guide to Local Government Elections in B.C.**
https://www2.gov.bc.ca/assets/gov/british-columbians-our-governments/local-governments/governance-powers/candidates_guide_to_local_elections.pdf
 Available Online

- **Elector Organizations and Endorsements**
https://www2.gov.bc.ca/assets/gov/british-columbians-our-governments/local-governments/governance-powers/elector_organization_guide.pdf
 Available Online

- **Financial Disclosure Act – Ministry of Attorney General Fact Sheet**
<https://elections.bc.ca/docs/forms/DisclosureFactsheetWEB-MLAs.pdf>
 Available Online