NATIONAL ELECTIONS COMMISSION

REGULATIONS AND GUIDELINES RELATING TO POLITICAL PARTIES AND INDEPENDENT CANDIDATES

MONROVIA

FEBRUARY 13, 2017

CHAPTER 1: GENERAL PROVISIONS

Section 1.1: **CITATION**

These rules, guidelines and regulations may be cited as the Regulations and Guidelines Relating to Political Parties and Independent Candidates. They shall relate to all political activities, including but not limited to registration, nomination, merger, formulation of coalitions and alliances, as well as the general operations of political parties.

Section 1.2: **Definitions**

In these regulations, unless the content otherwise requires, the following definitions apply:

a. "Commission" means the National Elections Commission;

b. "Constitution" means the Constitution of the Republic of Liberia of 6 January, 1986 including the amendment of 2011, which changed the electoral system from absolute to simple majority excluding those for the election of President and Vice President;

c. "Political Party" means an association with a membership of not less than five hundred (500) qualified voters in each of at least six counties whose activities include canvassing for votes on any issue or in support of a candidate for elective public office;

d. "Independent Candidate" means a person seeking elective post or office with or without his/her own organization, acting independently of a political party;

e. "Registration" means the registration of a political party or independent candidate by the National Elections Commission pursuant to Article 79 of the Constitution by which legal personality is vested in the entity or individual who is entitled to function as such.

Section 1.3 General Principles

a. For the purpose of implementing these regulations, a member of a political party shall be a qualified voter who has decided to associate with a political party consistent with the Elections Law of Liberia. No person shall be a member of more than one political party at the same time.

b. Political parties may be founded to further purposes which are not contrary to the Constitution of Liberia, the New Elections law and these regulations.

c. A political party may, subject to the Constitution and the Elections Laws, participate in shaping the political will of the people, disseminate information on political ideas, social and economic programs of a national character, and sponsor candidates for public elections other than chieftaincy elections and other lower elections.

Section 1.4 Participation in politics.

a. Every Liberian citizen of voting age has the right to participate in political activity intended to influence the composition and politicizes of the government.

b. No member of any organization or interest group shall be required to join any particular political party by virtue of his/her membership of the organization or group.

Section 1.5 Prohibition of ethnic or religious parties.

No political party shall be formed on Ethnic, gender, religious, regional, professional or other sectional divisions; or

a. Which uses words, slogans or symbols that could arouse ethnic, gender, religious, regional, professional or other sectional divisions.

b. For the purpose of count (a) a political party is formed on ethnic, gender, religious, regional, professional or other sectional divisions if its membership or leadership is restricted to members of any particular community, region, ethnic group, gender, religious faith or profession, or if its structure and mode of operation are not national in character.

Section 1.6 Registration of Political Parties.

a. A political party shall be registered in accordance with this Guidelines and shall pay in respect of the registration a nonrefundable processing fee of One Thousand Eight Hundred United States Dollar (US$1,800.00) or its equivalent in Liberian Dollars to the Commission.

b. No association shall function as a political party unless it has been registered with the Commission within the meaning of Article 79 of the Liberian Constitution, the New Elections Law and these Guidelines and Regulations. Consequently, no proposed political party shall be allowed to participate in elections or otherwise engage in political activities other than the following:

i. Political party membership drive (recruitment of members ;)
ii. Establishment of party offices (national and local);
iii. Fund raising activities;
iv. Political party organizing meetings recruitment.

c. Any association that engages in any political activities other than those listed herein without registration by the Commission, or makes a false claim of its registration to the public shall be denied accreditation.

CHAPTER II: ORGANIZING A POLITICAL PARTY

Section 2.1: **Notification to the Commission and Canvassing for Membership**

a. The organizing committee of a proposed political party wishing to register said party with the Commission shall notify the Commission of its intention to canvass for members in order to meet the minimum membership requirements as provided by the Constitution. The form of notification shall be in prescribed **Form PP-001**, a specimen of which is contained in annex 1 hereto, and shall be notarized.

b. A proposed political party shall not use a name that is or has been registered with the Commission; that is similar to the name of another party; that is obscene; or that is otherwise prohibited by law.

c. The organizing committee shall submit the following documents along with its notification to the Commission:

i. Notarized signatures of not less than forty-five (45) qualified voters constituting the organizing committee of the proposed political party, indicating the address including post box, the phone number, age, sex, signatures or fingerprints, photo, Voter ID number and other details of each member. The membership list shall be geographically balanced (three members from each of the fifteen counties).

ii. A notarized by-laws and constitution of the proposed political party;

iii. The emblem, motto and color of the proposed political party;

iv. The objectives and ideology of the proposed political party; the objectives and ideology of the independent candidate and or his/her organization;

v. The address of the headquarters including P.O. Box number and email address of the proposed political party or independent candidate.

vi. A declaration providing that membership of the proposed political party shall be open to every Liberian citizen irrespective of gender, religion, or ethnic background except as may be otherwise provided by the Constitution or other laws.

vii. The name, objective, emblem or motto of the proposed political party is free from any religious connotations or divisive ethnic implications.

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

e. The organizing committee of the proposed political party shall be required to publish in three widely circulated newspapers for a period of three consecutive working days, the above requirements mentioned in counts (I, ii, iii, iv, v, vi, vii) and submit proof of publication to the NEC no later than two days following completion of publication.

f. The Commission shall, upon receipt of application, issue a receipt which shall reflect the date.

Section 2.2 Verification of Preliminary Requirements for Registration

Within 21 days of receipt of the preliminary requirements for registration of a proposed political party, the Commission shall verify the requirements to ensure that:

a. The constitution and rules of the proposed political party conform to the provisions of the Constitution of Liberia and the New Elections law; provide for democratic elections of officers and or its national executive committee; provide for the holding of convention at least once every six (6) years; and ensure the election of its officials from as many of the regions and ethnic groupings in the country.

b. The objectives, ideology, motto, colors and emblem of the proposed political party are distinct and bear no resemblance to that of an existing political party or a proposed party that already has an application pending with the Commission.

c. The organizing committee members are not members of an existing political party and that they are registered voters.

d. That the publication of the preliminary requirements meet the minimum font size of 12 points.

Section 2.3 Correction of Deficiencies

If the Commission determines that the requirements of Section 2 have not been met, it shall inform the organizing committee of the proposed political party or independent candidate within twenty-one (21) working days of receipt of the notification and proof of publication to provide an opportunity to the proposed political party or independent candidate to correct any deficiency within twenty-one (21) working days.

Section 2.3: Deadline for Formation and Convention

a. A proposed political party desirous of contesting any general election shall be formed and its leadership convention held no later than three months before the start of the nomination period for said election.

b. A qualified Liberian who desires to contest any general election as an independent candidate shall inform the Commission in writing of his/her intent accompanied by his or her petitioners list of qualified voters no later than three months before the start of the nomination period for said election.

Section 2.4 Canvassing and Submission of Membership Listings

a. A proposed political party shall be required to canvass and submit its membership listing to the Commission. Following its canvass in the counties, the proposed party shall submit the following to the Commission:

   i. A notarized membership list of not less than five hundred (500) qualified voters in each of at least six (6) counties of the Republic. The list shall include the names, addresses, passport size photos, phone numbers (if applicable), signatures or fingerprints, age, gender, voter identification number and other contact details of the members as well as the date of their membership. The list shall be grouped by counties;

   ii. A soft copy of the entire lists on a compact disc (CD);

b. Proof of payment of a nonrefundable processing fee of One Thousand Eight Hundred United States Dollars (US$1,800.00) into the NEC account at the Central Bank of Liberia;

c. Within Twenty-one working days (21) of filing the application for registration, a proposed political party must cause the notarized membership lists filed in support of its application to be published concomitantly in their entirety in any two (2) of the following newspapers (Daily Observers, Inquirer, Front Page Africa, New Dawn, The News and New Democrats). The proposed political party must inform the Commission two (2) days prior to the publication.

2.5 Verification of the Membership Lists of a Proposed Political Party

a. The Commission shall publish a proposed political party's membership lists in the district/county concerned, and take any other necessary steps to verify the said lists.

2.6 Objecting to a Name on a Political Party Membership Lists

a. Any registered political party or citizen of Liberia, who has legal capacity, may within seven (7) days after publication of a proposed political party's membership list file an objection on any of the following grounds:

i. That the name of a person appearing on the list was included without the person's consent;

ii. That the name of a person appearing on the list is already a member of another party;

iii. That the lists contain the name of a deceased person or persons;

iv. That a name appearing on the list is not a citizen of Liberia;

v. That the name of a person appearing on the list has been declared by a court of competent jurisdiction of being of an unsound mind or has been disenfranchised for conviction of an infamous crime.

vi. That a person on the list is not of legal age to vote.

b. Political parties or citizens wishing to object pursuant to this section shall do so in a written complaint stating the reason for the objection or on a prescribed **Form PP-003,** a specimen of which is contained in annex 3 hereto.

c. The Commission shall hear each objection and make a determination within thirty days (30) of receipt of the objection. The Commission shall inform the proposed political party and the objectors of its determination.

2.7. Correction of Deficiencies and Hearing of Objections

a. Following the verification of the lists, the Commission shall inform the proposed political party of any deficiencies discovered on the lists. The proposed party shall have 21 days of the receipt of the notification to correct said deficiencies.

b. In the event where no objection is made following the publication of the lists and no deficiencies discovered, the Commission shall within 21 days of receipt of the lists inform the proposed party. The Commission shall require the proposed party to set up a bank account and maintain a minimum of $10,000USD or its equivalent in Liberian Dollars at all times in such account. The proposed party shall also be required to establish a headquarters in the Capitol of the Republic and acquire an indemnity insurance policy of $100,000USD.

Section 2.8 Determination to Register/Deny a Proposed Political Party Application for Registration

The Commission may take all lawful steps which it considers necessary to verify the accuracy of the application. The proposed political party, including its officials and members shall afford full cooperation to the Commission in this verification process. The Commission may deny the registration application of a proposed political party if it is established that:

a. By reason of its aims or the behavior of its members and sympathizers, the proposed political party seeks to impair or abolish the free democratic society of Liberia or to endanger the existence of the Republic;

b. The proposed political party has clandestinely retained, organized or equipped, or attempts to regain, organize or equip and train any person or group of persons for the use of physical force or coercion in promoting its political objective or interest;

c. The proposed political party has engaged in political activities other than those permitted for proposed parties or has made false claims to the public regarding its registration or legal status.

d. The Commission shall inform the proposed political party of its decision in writing.

2.9 Once accredited, the leadership of the organizing committee of every newly accredited political party shall be required to take the party to convention not later than six months following its accreditation to, among other things, adopt the party's constitution and elect its new corps of officers.

CHAPTER III: OBLIGATIONS OF REGISTERED AND ACCREDITED POLITICAL PARTIES

3.1 Standard Operating Procedures for all Registered Political Parties

a. All registered political parties shall be required to establish and maintain at all times a functioning and standardized national headquarters in the capitol of the Republic, and one functioning and furnished local office in the capital of each of the counties at all times. A party's failure to establish and maintain an office in the capitol of the Republic, or in the capital of each county shall each constitute ground for revocation of the party's registration and accreditation as a political party.

b. The National Headquarters of a political party must meet the following minimum requirements:

i. Have a spacious building located on a land space that is not less than one city lot if the headquarters is in a stand-alone building; ie not located in a high rise building;
ii. Contain not less than four offices, at least two bathrooms, a conference room, and have furniture, equipment and shall not be a residence;
iii. Be easily accessible;
iv. Be conspicuous; and
v. Have water facility

c. In the case of political party offices within the counties and constituencies, the minimum requirements shall be:
   i. A non-residence;
   ii. Contain not less than two rooms and a bathroom;
   iii. Visible, cleaned, and easily accessible.

d. Upon receipt of notice for inspection, a political party shall make its office(s) available to the Commission.

Section 3.2: Indemnity Insurance, Minimum Bank Balance, Financial Record

a. Every political party shall maintain an indemnity insurance policy with a reputable insurance company in an amount not less than $100,000USD (One Hundred Thousand United States Dollars) or its equivalent in Liberian Dollars at all times before, during and after elections. A party's failure to maintain said indemnity insurance policy shall constitute ground for revocation of the party's registration and accreditation as a political party.
b. Every political party shall be required to establish and maintain a bank account with a minimum balance of Ten Thousand United States Dollars (US$10,000.00) or its equivalent in Liberian dollars at all times. A party's failure to maintain said minimum bank balance shall constitute ground for revocation of the party's registration and accreditation as a political party.
c. Every political party shall be required to sign the necessary document(s) giving the Commission access, at all times, to check said party's bank balances and indemnity insurance policy.
d. Every political party shall keep proper and accurate records of the following:
   i. Financial, accounting, banking and administrative records;
   ii. Itemized list of financial contributions made to the party, containing details such as the name of the contributor, his/her occupation and dates the contributions were made;
   iii. Minutes of all meetings held; and
   iv. Comprehensive membership roster.
   v. The records shall be made available to the Commission for inspection upon the issuance of a three day written notice to the political party. The requirements listed above shall constitute preconditions for participation in any election.

Section 3.3 Handling Disputes in Political Parties

a. Every political party shall ensure the creation of a Grievance and ethics committee in its structure. The Grievance and Ethics Committee shall ensure that every partisan is given due process in time of disputes.

b. All intra-party disputes must first be heard and disposed of by the Grievance and Ethics Committee. Partisans who are dissatisfied with a decision of the Grievance Ethics Committee may appeal to the executive committee of the party.

Section 3.4: Procedures for Nomination of Political Party Candidates, National and Local

a. National and local conventions shall be held by every registered political party at least once every six (6) years in an orderly manner to elect its officers and/or governing body. At the national convention, the party shall elect its Presidential and Vice-Presidential Candidates.

At the local convention, political parties shall nominate their candidates for the National Legislature. A registered political party which desires to nominate one or more candidates for elective public office for any general election shall hold a convention not later than one hundred and eighty (180) days prior to said election. In the case of a by-election, registered political party desirous of endorsing a candidate to contest said election shall hold a convention not later than sixty (60) days prior to the election.

b. To ensure participatory democracy, each political party shall ensure the election of officers from as many of the regions and ethnic groupings in the country as possible.

c. Notice of every convention shall be given maximum publicity by the party through all appropriate means at least fourteen (14) days prior to the start of the convention. The means of publicity shall include but not limited to, broadcasting the notice on radio and in the print media for a period of not less than seven (7) consecutive days. The party shall also include a formal notification and invitation to the Commission. Said notification to the Commission shall include the list of convention committee members submitted by the party chairperson or party designee consistent with its by-laws and constitution.

d. Within ten (10) days following the convention, a political party shall submit to the Commission a list of its national and local officials, including those of the national executive committee indicating the political sub-division that each of them represents. Said submission shall be under the signatures of both the chairperson and secretary general of the convention committee.

e. Within ten (10) days following the convention, the political party shall inform the Commission of the venue of its next national convention, the party's platform, and adopted/amended by-laws and constitution.

Section 3.5 Submission of List of Political Party Nominees to the Commission

a. Not later than 90 days before an election, each political party shall submit to the Commission the list of candidates (persons elected at its convention) who will contest on the party's ticket. The list shall contain the name, address, age, gender, phone number, occupation, position(s) previously held (if any), elective office sought, and such other qualifications required for the elective office sought as provided by the Constitution and the Elections Law. Said submission must be under the signatures of the party's national chairman and secretary general. A person nominated by a political party shall submit a letter of intent to the Commission stating his/her willingness to serve if elected.

b. The Commission reserves the right to reject any candidate/nominee submitted by a political party for any elective public office who is not qualified under the Constitution of Liberia, the New Elections Law, or who does not meet the requirements of these regulations and guidelines.

Chapter IV: INDEPENDENT CANDIDATES

Section 1: Participation of Independent Candidates in Any Election

a. Any Liberian citizen who is an eligible voter and meets the requirements for any elective public office shall have the right to participate in any general, special or by-election as an independent candidate by submitting to the Commission a Declaration of Intent Letter, DI-01, signed by him or her. The said letter shall contain the following information:

i. The full name of the aspirant, his/her age, gender, mailbox and/or home address, telephone number;

ii. Positions previously held, if any;

iii. The elective public office sought;

iv. Other qualifications for the office sought as provided for in the Constitution, the Elections Law, and these regulations;

v. Declaration that when elected he/she shall serve as such and shall protect, support, defend and uphold the Constitution and laws of the Republic of Liberia.

Section 2: Independent Candidate for the Office of President and Vice President

a. Any person aspiring for the office of President and Vice President of Liberia as an independent candidate shall, in addition to his/her letter of intent, submit to the Commission his/her petition listing of qualified voters requesting him/her to stand for the presidency and vice presidency of the country.

b. The petition shall be signed by not less than five hundred (500) qualified voters from each of at least six (6) counties in the country. The list shall be arranged by county and

shall include the names, ages, gender, telephone number (if applicable), addresses, voters ID numbers, photo, signatures or finger prints of the petitioners. The petition together with the complete list of qualified voters shall be published in at least two (2) reputable newspapers concomitantly. The Commission shall make the submitted list public in the counties concerned via any appropriate means.

c. An independent candidates for the office of president and vice president of Liberia shall be required to establish and maintain a functioning and standardized office in the capital of the Republic of Liberia. Said office shall be made available to the Commission for inspection.

d. Independent candidates for president and vice president during the course of their candidacy shall maintain a minimum bank balance of Ten Thousand United States Dollars ($10,000USD) or its equivalent in Liberian Dollars. In addition to the amount above, such independent candidate shall secure an insurance policy valued not less than One Hundred Thousand United States Dollars.

e. Independent candidates for president and vice president shall be required to sign the necessary document(s) giving the Commission access, at all times, to check said party's bank balances and indemnity insurance policy.

f. Independent candidates for president and vice president shall during the course of their candidacy keep proper and accurate records of the following:

I. Financial/banking and administrative records.

II. Itemized list of all financial contributions made to the candidate(s); containing details such as the names of the contributors and the dates the contributions were made. An additional list of all non-financial (material/in-kind) contributions received by the candidate;

III. Minutes of all meetings held;

IV. Comprehensive roster of supporters;

V. Nonrefundable fee of $1,800 (One Thousand Eight Hundred United States Dollars) for processing of the partition list;

VI. During the course of the aspirant's candidacy, the records listed above shall be made available to the Commission for inspection upon the Commission giving the independent candidate a three (3) day notice in writing.

g. Independent Candidates for President and Vice President shall be required to show proof of residency in Liberia for the immediate ten years preceding a general election in which he/she intends to contest. An independent candidate who has not met the ten year residency requirement shall not qualify to contest for President and Vice President.

h. Independent Candidates for President and Vice President shall be required to establish and maintain a functioning and standardized national headquarters in the capitol of the Republic at all times, and one functioning and furnished local office in the capital of each of the counties at all times.

i. The requirements listed in Section 2 (a) through (h) above shall constitute preconditions for the participation of independent candidates for president and vice-president in any election.

Section 3: Independent Candidate for the Liberian Senate

a. Any person aspiring for the senate as an independent candidate shall, in addition to his/her letter of intent, file with the Commission a petition signed by not less than five hundred (500) qualified voters in the county in which the aspiring candidate proposes to stand for election. The list shall include the names, gender, sex, telephone numbers (if applicable), addresses, voters ID numbers, photograph, signature or fingerprints of the petitioners.

b. The petition together with the complete list of qualified voters shall be published in two (2) newspapers concomitantly. The Commission shall make the submitted list public in the county via any appropriate means. Independent candidates for the senate shall pay a nonrefundable fee of Five Hundred United States Dollars (US$750.00) for processing of the petition list submitted by said candidate.

c. All independent candidates for the Liberian Senate shall be required to establish and maintain a functioning and standardized office in the capital of the county in which they propose to contest an election. These offices shall be established and shall be available for inspection by the Commission. In the case of a by-election, these offices shall be established and shall be available for inspection by the Commission.

d. Independent candidates for the senate during the course of their candidacy shall maintain a minimum bank balance of not less than Seven Thousand Five Hundred United States Dollars (US$7,500) or its equivalent in Liberian Dollars. In addition to the amount above, such independent candidate shall secure an indemnity insurance policy of not less than Ten Thousand United States Dollars (US$10,000).

e. Independent candidates for the senate shall be required to sign the necessary document(s) giving the Commission access, at all times, to check said party's bank balances and indemnity insurance policy.

f. Independent candidates for the Liberian Senate during the course of their candidacy shall keep proper and accurate records of the following:

    i. Financial or banking and administrative records
    ii. Itemized list of all financial contributions made to the candidate(s) containing details such as the names of the contributors their occupation, address, nationality and the dates the contributions were made;
    iii. Minutes of all meetings held;
    iv. Comprehensive roster of supporters.

g. Independent candidates for the senate shall make available to the Commission the above records for inspection upon the issuance of a three day written notice by the Commission.

h. An Independent candidate for the senate shall be required to establish and maintain at all times a functioning and furnished local office in the capital of the county concerned.

i. The requirements listed in Section 3(a) through (h) above shall constitute pre-conditions for participation of independent candidates for the senate in any election.

Section 4: Independent Candidate for the House of Representatives

a. Any person aspiring for election to the House of Representatives as an independent candidate shall, in addition to his/her letter of intent, file with the Commission a petition signed by not less than three hundred (300) qualified voters in the constituency in which the aspiring candidate proposes to stand for election. The list shall include the names, ages, gender, telephone numbers (if applicable), addresses, voters ID numbers, photographs, and signatures or fingerprints of the petitioners. The petition together with the complete list of qualified voters shall be published in two (2) Liberian newspapers concomitantly.

b. The Commission shall make the submitted list public via any appropriate means. An independent candidate for the House of Representatives shall pay a non-refundable processing fee of Three Hundred United States Dollars (US500.00) or its equivalent in Liberian Dollars to process his/her petition lists.

c. An independent candidate for the House of Representatives shall be required to establish and maintain a functioning and standardized local office in the constituency in which he/she proposes to stand for election. The said office shall be established and available for inspection by the Commission.

d. Independent candidates for member of the House of Representatives during their candidacy shall maintain a minimum bank balance of not less than Five Thousand United States Dollars (US5, 000.00) or its equivalent in Liberian Dollars. In addition to the amount above, such independent candidate shall secure an indemnity insurance policy of not less than Ten Thousand United States Dollars (US$10,000) or its equivalent in Liberian Dollars.

e. Independent candidates for member of the House of Representatives shall be required to sign the necessary document(s) giving the Commission access, at all times, to check said party's bank balances and indemnity insurance policy.

f. During the course of their candidacy, independent candidates for member of the House of Representatives shall keep proper and accurate records of the following:

    i. Financial/banking and administrative records;

    ii. Itemized list of all financial contributions made to the candidate (s) containing the details such as the names of the contributors and the dates the contributions were made;
    iii. Minute of all meeting held;
    iv. Comprehensive roster of supporters.

g. Independent candidates for the House of Representatives shall make available to the Commission for inspection the above records upon the Commission giving to said independent a three (3) day notice in writing.

h. An Independent candidate for the House of Representatives shall be required to establish and maintain at all times a functioning and furnished office in the headquarters of the District concerned.

i. The requirements listed in Section 4(a) through (h) above shall constitute pre-conditions for the participation of independent candidates for the House of Representatives in any election.

Section 5. Verification and Determination Procedure

a. All independent aspirants must file their application, with all required documentation to the commission within the period(s) specified by the Commission.

b. The Commission may take all lawful steps which it considers necessary, including the holding of hearings, to verify the accuracy of information and documentation submitted to it.

c. If the completed application is in compliance with this section of these regulations and guidelines, and the Commission determines that the candidate is qualified under the Constitution and Elections law, it shall grant the candidate's request for registration.

d. The Commission shall inform the independent aspirant of its decision in writing and publish the aspirant's name in the list of qualified candidates in the local media if the application is approved/accepted.

e. If the Commission rejects the request of the independent aspirant to stand for elective public office as an independent candidate, the Commission shall notify the independent aspirant of the reason(s) therefor in writing.

Chapter V: MISCELLANEOUS PROVISIONS APPLICABLE TO BOTH POLITICAL PARTIES AND INDEPENDENT CANDIDATES

Section 5.1: CAMPAIGN ACTIVITIES

a. Campaign means any activity of an aspirant, candidate, political party, coalition, alliance, political movement or others done for the purpose of electing or promoting an aspirant or candidate for elective public office.

b. The Commission shall determine and publish the dates when campaigning for a given election shall begin and close. No political party, aspirant, candidate, or others acting on behalf of or in the name of an aspirant or candidate shall campaign outside the campaign period.

Section 5.2 Activities Permitted Outside the Campaign Period

a. The following activities may be done before, during, or after the campaign period:

- Political party meetings;
- Political party membership drive;
- Establishment of political party offices;
- Political party fund raising activities;
- Use of a political party's logos/emblem on its offices, vehicles, and other properties;
- Holding of political party national and local conventions/primaries;
- Receiving petition(s) to contest for an elective public office. A person desiring to contest for public office is not a candidate for said office until the person has been certified as such by the Commission. In responding to a petition to seek the nomination of one's political party or to contest as an independent, an aspirant is prohibited from engaging in any of the premature campaign activities prohibited herein.
- An aspirant may campaign to the partisans of his or her political party concerning why he or she should be the party's nominee for an elective public office.

b. The following are campaign activities and may only be done during the campaign period announced by the Commission:

- Forming of a political movement, association, or others for the purpose of soliciting votes and/or promoting an individual aspirant or candidate by way of speech, picture, banner, posters or any other printed materials that tend to promote an individual aspirant or candidate for an elective public office;

- Holding a march, parade, or other assemblies for the purpose of soliciting votes and/or promoting an individual aspirant or candidate by way of speech, picture, banner, posters, placards or any other printed materials that tend to promote an individual aspirant or candidate for an elective public office;

- Publishing or distributing campaign literature, posters, flyers, buttons, T-shirts, caps or other promotional items designed to support the election of any aspirant/candidate for elective public office.

c. The Commission shall hold an aspirant or candidate responsible for any premature campaign activity undertaken personally by the aspirant or candidate or in his or her name by a political party, political movement, association or others for which the aspirant or candidate failed to take corrective actions after being notified by the Commission.

d. An aspirant or candidate found to have violated any of the herein provision against premature activities shall be ineligible to contest the election to which the violation relates.

Section 5.3: **ELECTION EXPENSES AND ACCOUNTABILITY**

a. Article 83 (d) of the Liberian Constitution and relevant provisions of the New Elections Law relating to contribution and expenditures of party funds, banking,

reporting and accountability, shall be adhered to. All candidates shall submit to the Commission accounts of their election expenses within thirty (30) days after the official announcement of the election result.

Section 5.4: REGISTRATION FEES

a. The following non-refundable registration fees shall be payable to the Commission by all candidates for the following elective offices:

i. President: US$2,500.00 or its equivalent in Liberian Dollars;

ii. Vice President: US$1,500.00 or its equivalent in Liberian Dollars;

lll. Senate: US$750.00 or its equivalent in Liberian Dollars;

lv. House of Representatives: US$500.00 or its equivalent in Liberian Dollars.

SECTION 5.5 FALSE STATEMENT TO THE COMMISSION

a. It shall be a violation of these Regulations and Guidelines for any political party, coalition, alliance, aspirant, candidate, or others acting on behalf of a political party, aspirant or candidate to submit a false information/statement to the Commission.

b. The Commission shall disqualify an aspirant or candidate if it finds at any time that the information submitted concerning an aspirant or candidate is materially inaccurate or materially incomplete.

SECTION 5.6 RESIDENCY CLAUSE FOR THE PRESIDENCY AND VICE PRESIDENCY

In addition to meeting other requirements, any person aspiring for the office of President or Vice President must have been resident in the Republic of Liberia for at least ten years immediately preceding the presidential election in which he or she intends to contest.

SECTION 5.7 DOMICILE FOR A LEGISLATIVE SEAT

a. In addition to meeting other requirements, a person aspiring for a seat in the National Legislature must meet the following:

i. For a seat in the House of Representatives, the person must have been domiciled in the constituency for which he or she will be a candidate for at least one year prior to the Election Day, and must be a regular taxpayer;

ii. For a seat in the Senate, the person must have been domiciled in the county for which he or she will be a candidate for at least one year prior to the Election Day, and must be a regular taxpayer.

SECTION 5.8 PARTY CONVENTION/PRIMARY ELECTIONS

a. A political party seeking to participate in an election for public office must first conduct conventions/primaries for purposes of electing its list of nominee(s) that will be submitted to the Commission to contest on the party's ticket. All eligible members

of the party must be given equal opportunity to participate in said conventions/primaries. A political party must organize and conduct its conventions/primaries in accordance with party rules that are not in conflict with the Constitution of the Republic of Liberia, the New Elections Law, and the provisions of these Regulations and Guidelines.

b. A political party shall notify the Commission in writing no later than fourteen days to the date of holding its convention(s). The notice, which the party must deliver to the Commissions' Headquarters, shall include the following:
    - The date, time, and location of the convention/primaries;
    - The names of persons that will be contesting to win the party's nomination, along with the elective position(s) being sought; and
    - The names of delegates to the convention/primary.
    -

c. A political party shall within seven days of the conduct of its convention submit written notice to the Commission of its partisan(s) who received the highest vote at said convention.

Section 5.9 PUBLICATION IN PRINT MEDIA

Any publication required herein to be done in print media shall be in Times New Roman, 12-point font size and published in a recognized newspaper with general circulation. For purposes of these regulations and guidelines, the Commission presently accepts publication(s) made in the following newspapers:

- Daily Observer
- FrontPage Africa
- Inquirer
- New Dawn
- New Democrat
- The News

SECTION 5.10 DATE ON WHICH THESE REGULATIONS GUIDELINES BECOME EFFECTIVE

These Regulations and Guidelines shall enter into effect upon publication by the Commission.

SECTION 5.11 AMENDMENTS AND REVISION

These Regulations and Guidelines may be revised or amended at any time. All amendments and/or revisions shall become effective upon publication.

Done under our hand and seal of the National Elections Commission on this 13th day of February, A.D. 2017.

Hon. Boakai A. Bukuly
COMMISSIONER

Hon. Davidetta Browne Lansanah
COMMISSIONER

Cllr. Jeanette A. Ebba-Davidson
COMMISSIONER

Hon. Samuel Z. Joe
COMMISSIONER

Hon. Jonathan K. Weedor
COMMISSIONER

Cllr. Sarah M. Toe
CO-CHAIRMAN

Cllr. Jerome G. Korkoya
CHAIRMAN

List of annexes:

Specimen of Form PP-001 -Notification of intention to canvass for Membership;

Specimen of Form PP-001B- Notification to the Commission by Independent

Specimen of Form PP-002- Application to register with the National Elections Commission (NEC) as a political party.

Specimen of Form PP-003- Objection to membership list of applicants of political party.

Republic of Liberia
NATIONAL ELECTIONS COMMISSION
TUBMAN BOULEVARD, 9th & 10th STREETS, SINKOR – P.O. BOX 2044
MONROVIA, LIBERIA
Email: info@necliberia.org

FORM: PP-001

FORM FOR NOTIFICATION TO THE COMMISSION

Note: Any political party or Independent Candidate who submits notification to the Commission Less than (180) days before the general election will not be eligible to contest said election

1. Name of the proposed political party:

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2. Abbreviation/acronym of the name of the Proposed Political Party:

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3. Address and Location of the Organizing Committee of the Proposed Political Party

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--Party
(Please include Street/Community Number/Name, email, cell phone Number, Box Number, etc.)

4. Name of Chairman of Organizing Committee of the Proposed Political Party:

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5. Address of Chairman of the Organizing Committee of the Proposed Political Party

6. --

(Please include street numbers, community name, email, phone number etc.)

7. Objectives of the proposed political party:

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8. Ideology of the Proposed Political Party

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9. Documents that must be submitted along with this form of Notification include:

A. Notarized signatures of not less than forty-five (45) qualified voters constituting the organizing committee of the proposed political party, indicating the address including post box, the phone number, age, gender, signatures or fingerprints, photo, voter identification number and other relevant details of each member. The members shall be geographically balanced, with three members from each of the Republic's counties.

B. A notarized by-laws and constitution of the proposed political party;

C. The emblem and motto of the proposed political party;

D. The objectives and ideology of the proposed political party; the independent candidate and his/her or organization;

E. The address of the headquarters, including the P.O. Box number and email address of the proposed political party or independent candidate.

F. A declaration providing that membership of the proposed political party shall be open to every Liberian citizen irrespective of gender, religion, or ethnic background except as may be otherwise provided by the Constitution or other laws.

Declaration: I _____do hereby declare that the information contained on this form is true and correct.

Done this ----------day of----------20---------- In the city of Monrovia

Signed: ---

Chairman of the Organizing Committee of the proposed party

(Note: This form must be notarized)

Republic of Liberia
NATIONAL ELECTIONS COMMISSION
TUBMAN BOULEVARD, 9th & 10th STREETS, SINKOR – P.O. BOX 2044
MONROVIA, LIBERIA
Email: info@necliberia.org

FORM: PP-001B

FORM FOR NOTIFICATION TO THE COMMISSION BY INDEPENDENT ASPIRANTS

Note: Any citizen desirous of contesting election as an independent candidate must submit a letter of intent and Notarized Petition Lists in line with the position being sought. Said lists and supporting documents must be submitted to the Commission at least six months to the general election in which the aspirant intends to contest.

1. Name of the Independent Aspirant:

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2. Position Contesting for:

3. Name of County/District

4. Address and Location of Aspirant:

(Please include Street/Community Number/Name, email, cell phone Number, Box Number, etc.)

4. Objectives of Independent Aspirant:

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5. Documents that must be submitted along with this form of Notification include:

A. Letter of Intent;

B. Notarized membership List of Qualified Voters (Petitioners) from six of fifteen counties for President; County for Senator and Electoral District for Representative. The list must include Name, Age, Gender, Telephone #, Address, Voters ID #, Signature or Fingerprint and Passport size photo of each petitioner.

C. Prove of publication of petition listing in two (2) of the following reputable Liberian Newspapers Concomitantly. (New Democrat, New Dawn, Inquirer, the News, Daily Observer & Front Page Africa. Front Size 12).

6. Name of Independent Candidate Liaison (person who will represent the aspirants when needed)

7. Address of Liaison _____

8. Contact Details of Liaison _____

Declaration: I, _____ hereby declare that the information contained on this form is true and correct.

Done this ----------day of----------20----------

In the city of Monrovia

Signed: ----------

Independent Aspirant

Republic of Liberia
NATIONAL ELECTIONS COMMISSION
TUBMAN BOULEVARD, 9th & 10th STREETS, SINKOR – P.O. BOX 2044
MONROVIA, LIBERIA
Email: info@necliberia.org

APPLICATION FOR THE REGISTRATION OF A POLITICAL PARTY

(FORM: PP-002)

***** Deadline for submission of application: *****

At least 180 days before the General Elections

1. Name of the proposed political party:

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

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

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

   (a) Full Name:

(b) Address (please include post office and mailing address together

With details of the location):

(c) Telephone number:

(d) Email address:

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5. General Secretary of the proposed political party:

(a) Full Name:

(b) Address (please include post office and mailing address together

with details of the location):

(c) Telephone number:

(d) Email address:

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6. Designated political party liaison officer:

(a) Full Name:

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

(c) Telephone number:

(d) Email address:

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7. Objectives and ideology of the proposed political party

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

(a) A notarized list of the members of the organizing committee of the Proposed Political Party, indicating the address, including the post box and mailing address, the telephone number, email address and/or other details of each member

(b) A notarized copy of the By-Laws and Constitution of the proposed political party;

(d) The emblem and/or motto of the proposed political party;

(e) A notarized list of not less than five hundred (500) qualified voters in each of at least six (6) counties of the Republic of Liberia. The list shall include the names, addresses, and other contact details of the members, as well as the date of their membership. The list shall be grouped by county.

The list must also be submitted in electronic format.

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

Dated this day of 20____

Chairman of the Organizing Committee of the proposed party

General Secretary of the proposed political party

(Note: This form must be notarized)

Republic of Liberia
NATIONAL ELECTIONS COMMISSION
TUBMAN BOULEVARD, 9th & 10th STREETS, SINKOR – P.O. BOX 2044
MONROVIA, LIBERIA
Email: info@necliberia.org

SPECIMEN

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

OBJECTOR:

(a) Full Name:

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

(c) Telephone number:

(d) Email address

(e) Voter I.D. number/political party:

NAME OF THE PROPOSED POLITICAL PARTY IN RESPECT OF WHICH THIS OBJECTION IS MADE:

GROUND FOR OBJECTION (please check one or more of the following grounds):

(a) That the name(s) of a person or persons appearing on the list were fraudulently obtained without his/her consent;

(b) That the name(s) of a person or persons appearing on the list are already members of another party;

(c) That the list carries the name of a deceased person or persons;

(d) That a name or names appearing on the list are not citizens of Liberia or are not real persons;

(e) That a name or names of persons appearing on the list are disqualified or disenfranchised by reason of their conviction for an infamous crime for which they are serving a term of imprisonment or for being of unsound mind, and

(f) That a person or persons on the list are not of legal age to vote.

DETAILS OF THE GROUNDS OF OBJECTION (please supply full details of the alleged irregularities, including the names of the persons in question, together with supporting information and documentation):

I declare that the contents of this form and its attachments are accurate and correct.

Dated this day of 20__

SIGNATURE OF OBJECTOR