



Corporate Services Department
Council Services

T: 705-325-1311
F: 705-325-5178
councilservices@orillia.ca
orillia.ca
50 Andrew St. S., Suite 300,
Orillia, ON L3V 7T5

April 27, 2026

Dear Candidate:

Congratulations on your decision to run for office in the 2026 Municipal Election! The world of municipal politics is an exciting, challenging and worthwhile experience that requires an elected official to dedicate a considerable commitment of time and energy. We wish you well in your campaign efforts!

Note that nominations must be filed with the Council Services Division by **appointment only**. Candidates wishing to book an appointment can do so by visiting the City's election webpage at [Orillia.ca/elections](https://orillia.ca/elections). Individual appointments will take place at the Orillia City Centre (50 Andrew Street South) during regular office hours, Monday to Friday between 8:30 AM to 4:30 PM from May 1, 2026 to August 20, 2026 and on August 21, 2026 (Nomination Day) between 9:00 AM to 2:00 PM. A nomination must be filed in person or by an agent during the allocated appointment time.

While Council Services staff regularly respond to general inquiries, this assistance is provided as a courtesy only. Candidates are solely responsible for ensuring compliance with all statutory requirements under the Municipal Elections Act, 1996. The following resources may also be of assistance:

- [Ministry of Municipal Affairs and Housing's elections webpage](#)
- Candidates Information Session – July 15, 2026 – West Orillia Sports Complex
 - o More information and sign up details will be available on the City's election webpage – [Orillia.ca/elections](https://orillia.ca/elections)

Candidates or their agents **must** bring the following items:

- A filing fee (Mayor - \$200; Councillor/Trustee - \$100) payable by cash, certified cheque, money order, or debit.
- A Completed Nomination Paper – Provincial Form 1
- A Completed Endorsement of Nomination with at least 25 eligible signatures – Provincial Form 2
- Proof of the candidate's identity and residency satisfactory to the election official.
 - o Government issued photo ID displaying a qualifying address satisfies this requirement. If the ID does not display a qualifying address, other proof is required (such as a copy of a lease or a tax or utility bill).

The Clerk has approved the following optional forms:

- Candidate Freedom of Information Release Form – OR02-A
- Candidates' Request and Declaration – Copy of Voters' List – Form EL14-A
- Candidates' Voters' List Acknowledgment – Form EL14-B
- Candidate Authorization for Electronic Communications – Form OR03-A
- Candidate Appointment of Agent, Acknowledgement and Release – Form OR04-A
- Candidate Appointment of Scrutineer – Form EL12-A
- Candidate Withdrawal of Nomination – Form EL19

The above-noted forms can be found inside this package and online at the [Government of Ontario Central Forms Repository](#) (under the listing for the Ministry of Municipal Affairs) and on the [City of Orillia's election page](#).

Best wishes for a successful campaign!

Dan Kirby
City Clerk