

Town of Bladensburg

ELECTION GUIDE October 2025

TOWN OF BLADENSBURG, MARYLAND GENERAL ELECTION CANDIDATE GUIDE

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**4229 EDMONSTON ROAD
POLLS OPEN 7 AM – 7 PM**

ELECT THE FOLLOWING POSITIONS:

**MAYOR – FOUR YEAR TERM
ONE COUNCIL MEMBER WARD I – FOUR YEAR TERM
ONE COUNCIL MEMBER WARD II – FOUR YEAR TERM**

IMPORTANT ELECTION DATES:

TO FILE AS A CANDIDATE: SUBMIT A CANDIDATE CERTIFICATE, FINANCIAL DISCLOSURE FORM AND CANDIDATE BIO TO THE TOWN CLERK'S OFFICE: AUGUST 22, 2025, by 4:00 P.M.

FIRST DATE TO OBTAIN AN ABSENTEE BALLOT APPLICATION: AUGUST 25, 2025.

TO REGISTER TO VOTE WITH THE COUNTY: SEPTEMBER 6, 2025,

DEADLINE TO BE A QUALIFIED WRITE IN CANDIDATE:

Write-in candidates must file a declaration of intent and required financial disclosure form by SEPTEMBER 29, 2025, 4:00 P.M.

ABSENTEE BALLOT APPLICATIONS MUST BE RECEIVED BY THE TOWN CLERK BY SEPTEMBER 22, 2025, by 4:00 P.M.

DEADLINE TO VOTE FOR AN ABSENTEE BALLOT: ELECTION DAY OCTOBER 6, 2025, by 7:00 P.M.

ELECTION DAY: OCTOBER 6, 2025, 7:00 A.M. – 7:00 P.M

Register to Vote

Online: www.elections.maryland.gov

Or

**By appointment only by calling (301) 341-7300
between 8:00 AM – 4:00 PM**

INTRODUCTION RUNNING FOR OFFICE

1. General Information and Qualifications

The Town of Bladensburg will hold its General Election for the offices of the mayor and two Councilmembers (1 from each Ward) on Monday, October 6, 2025.

Residents interested in running for Mayor must be:

- At least 30 years of age.
- A citizen of the United States.
- A current registered voter in the Town; and
- A resident within the limits of the Town for a minimum of two (2) years prior to the date of the filing of the Candidate Certificate.

A candidate for Mayor must provide evidence of residency within the Town's corporate limits, such as a mortgage, lease, tax return, or other government document.

Residents interested in running for Councilmember must be:

- At least 25 years of age.
- A citizen of the United States.
- A current registered voter in the Town; and
- Resident within the limits of the Town for a minimum of two (2) years prior to the date of the filing of the Candidate Certificate.

A candidate for Councilmember must provide evidence of residency within the Town's corporate limits, such as a mortgage, lease, tax return, or other government document.

The Mayor and Council will take office at the regular December Council Meeting.

The Mayor and Council members must continuously reside in the Town during their term. Each Councilmember must continuously reside in their respective Ward during their term. The terms for both Mayor and Councilmember are 4 years. The Mayor and Councilmembers are prohibited from holding any other public office during their term of office.

Form of Government:

The Town of Bladensburg utilizes a **Council-Administrator** form of government, which is a system of local government that combines the political leadership of the elected body (the Mayor and Town Council) with the managerial experience of a local government manager (the Town Administrator) to oversee daily operations and the delivery of public services.

Under the council-administrator system, the voters elect council members to serve for a specified time, and the council in turn appoints an administrator to oversee the operation of the government. The administrator serves at the council's directive and can be terminated by the council. This arrangement divides administrative and policymaking responsibilities between the elected council and the appointed administrator.

The **Maryland Municipal League** publication, ***So You Want to Be an Elected Municipal Official: What You Need to Know First***, includes helpful information about the role of an elected official in a municipality. The publication is available [here](#).

The Mayor and Town Council meet at the Town Hall on the second Monday of each month. Elected officials are compensated.

Compensation: As of January 2025:

- The mayor receives \$12,313 per year.
- Each Councilmember receives \$12,313 per year.

2. Procedures

This Candidate Guide contains the forms required for qualification. We suggest that candidates who obtain this Guide from the Town website notify the Town Clerk's office of their contact information to ensure that we can advise you of any changes in regulations or requirements pertaining to the election. Candidates should also check the election page of the Town website frequently for updates and/or clarifications. We will post the Q&As that have resulted from candidate inquiries to ensure everyone has the same information.

A. Any person having the qualifications may become a candidate for Mayor or Councilmember by filing with the Town Clerk or Board of Supervisors of Elections at least forty-five (45) days prior to the election a Candidate Certificate, certifying that they are a candidate by giving their age, residence, and that they are a registered voter at the time of filing, together with a completed Candidate Financial Disclosure form.

B. Required Forms: candidates must file these forms by the due dates:

- Candidate Certificate
- Financial Disclosure Statement for Candidates
- Campaign Finance Reports
- Appointment and Acceptance of Treasurer

A note about candidate forms: Your name must be written the same way that you are registered to vote with the Prince George's County Board of Elections on all the forms that you submit.

C. Deadline: Candidacy applications and other required forms are due by 4:00 p.m. on Friday, August 22, 2025 (45 days before the election). Forms must be submitted by the deadline. There are no exceptions. The signed originals must be submitted to the Town Clerk's office, 4229 Edmonston Road, Bladensburg, MD 20710.

Please note: Required forms submitted on the last day may not be reviewed in time for you to be notified of, and to correct, any deficiencies. For this reason, we encourage you to submit your forms early.

Additional information may be required to fully complete forms.

LINKS TO ALL FORMS

All forms related to running for Mayor and Town Council can be found at the Town of Bladensburg website

[Election Information page](#)

Candidate Certificate

[Financial Disclosure Forms](#)

[Campaign Finance Forms](#)

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ELECTION RULES AND REGULATIONS

Board of Supervisors of Elections

Under Section 302 of the Town Charter, the Mayor and Council appoint a Board of Supervisors of Elections (BOSOE) to oversee the Town elections.

The BOSOE conducts the election, tallies the votes, and certifies the results. The BOSOE reviews, validates and certifies these forms:

- Candidate Certificate.
- Financial Disclosure.
- Campaign Finance Reports.
- Appointment of Treasurer.
- Declaration of Intent

(Add Checklist)??? Ms. Lundy said she would send

The goals of the BOSOE are:

- To provide all registered voters accessible locations in which they may exercise their right to vote.
- To ensure uniformity of election practices.
- To promote fair and equitable elections.
- To maintain election records, Campaign Finance Reports, and other election-related data accurately and in a form that is accessible to the public.

For information about candidacy requirements and campaign finance, or for questions about how to complete the forms mentioned above, you may contact the Town Clerk or a member of the BOSOE. Please check with the Town Clerk for contact information. The Town Clerk is authorized to receive all petitions, forms, notices, and reports that are required.

Ethics Commission:

There is also a Council-appointed Ethics Commission that is authorized under Chapter 8 of the Town Code to provide the Financial Disclosure Form that is required of each candidate and to review the Forms that are submitted by the candidates for completeness and accuracy.

An individual cannot be certified as a candidate until they have filed a complete and accurate Financial Disclosure Form. The Town Clerk is authorized to receive Financial Disclosure Statements for the Ethics Commission.

Rules and regulations pertaining to Town elections are found in the Town Code, Town Charter, and State Code.

Requirements placed on candidates are found in the following Town and State laws

[Charter of the Town of Bladensburg, starting at Section 301](#)

[Code of the Town of Bladensburg, Chapter 8, Ethics](#)

[Code of the Town of Bladensburg, Chapter 44, Elections](#)
[Code of the Town of Bladensburg, Chapter 95, Signs](#)

General laws, rules, and regulations pertaining to elections can be found here:

[Prince George's County Board of Elections](#)

[Maryland State Board of Elections](#)

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CAMPAIGN FINANCE REPORTING FOR CANDIDATES

Rules pertaining to Campaign Finance Reports are found in Chapter 44 of the Town Code.

1. Campaign Finance Reports and Deadlines:

Candidates are required to file Campaign Finance Reports, in compliance with the schedule below:

- A. Initial Campaign Finance Report: Filed no earlier than the 35th day preceding the election and no later than 4:00 pm of the 20th calendar day preceding the election.
- B. Pre-Election Campaign Finance Report: Filed on the 10th day preceding the election no later than 4:00 pm.
- C. Post-Election and/or Final Campaign Finance Report: Filed after the election but not later than 14 days following the election.
- D. Subsequent Campaign Finance Report(s): If your Post-Election report shows a balance, you must file a Subsequent Campaign Finance Report the following July 1, and every July 1 thereafter, by 4:00 p.m. until the campaign has a zero balance.

2. Campaign Finance Forms:

For your convenience, Campaign Finance Reports are available from the [Election page](#) on the Town's website.

Campaign Finance Reports must be submitted to the Town Clerk's office, 4229 Edmonston Road, Bladensburg, MD between 9:00 am and 5:00 pm.

If you have any questions, please call the Town Clerk at (301) 927-7048.

Instructions on how to complete Campaign Finance Reports are included on the form itself. If you have questions, please contact the Town Clerk or BOSOE. Once submitted, forms will be reviewed by the BOSOE. If there are any questions or errors, you will be contacted.

3. How to close out a Campaign Account if there are funds remaining: Surplus funds may be disbursed as follows:

- Returned to the contributors on a pro-rata basis.
- Paid to the Town treasury.
- Donated to a qualified charitable organization.

Your final Campaign Finance Report must properly reflect the disposition of funds.

4. You must designate a treasurer other than yourself **only** if you intend to accept cash or in-kind contributions. (Volunteer campaign help is **not** considered an in-kind contribution.) If you don't intend to accept cash or in-kind contributions, you may serve as your own treasurer.

5. State Reporting Requirements:

In accordance with the requirements of the Annotated Code of Maryland, candidates for elected office are required to submit filed campaign finance reports to the State Board of Elections within 10 days of the date the report is due to the Town. The state law reads:

“If a municipality requires candidates in a municipal election to file campaign finance reports, within 10 days after the filing deadline, each candidate in the municipal election shall submit to the State Board of Elections a copy of the campaign finance report that was filed by the candidate.”

Your report should be submitted to Erin Dennis at the State Board of Elections at:

erin.dennis@maryland.gov

CRITICAL DATES AND FILING DEADLINES

By this deadline	You must	Reference
Friday, August 22, 2025 by 4:00 p.m.	Submit signed originals of candidate forms: <ol style="list-style-type: none"> 1. Application Candidate Certificate 2. Financial Disclosure Statement for Candidates Individuals must file both completed forms to be certified as a candidate	Charter section 307
Between September 1 – September 16, 2025 by 4:00 p.m.	Initial Campaign Finance Report due: No earlier than the 35 th calendar day preceding the election and no later than 4:00 pm of the 20 th calendar day preceding the election.	Code: Chapter 44-2
September 26, 2025	Pre-Election Campaign Finance Report due: 10 th day preceding the election	Code: Chapter 44-2
October 20, 2025 by 4:00 p.m.	Post-Election Campaign Finance Report due: After the election but no later than 4:00 pm of the 14 th day following the election	Code: Chapter 44-2
Semi-annually until the campaign has a zero balance	Subsequent Campaign Finance Report due: If cash balance exists or additional contributions are received after the filing of the post- election report, reports must be filed on a semi-annual basis until the cash balance or outstanding debts have been eliminated and a report has been filed.	Code: Chapter 44-2

CAMPAIGN SIGNS AND OTHER POLITICAL MATTER

1. Placement: Campaign Signs are regulated according to where they are placed. Campaign signs may **never** be placed on Town property, except in designated electioneering zones on Election Day.
 - A. On Private Property and Commercial Property: Campaign Signs may be placed on Private Property or on Commercial Property with the permission of the Property Owner at any time.
 - B. On County and State Roads:

Certain roads in the Town are state or county roads which may have additional or different requirements and/or regulations regarding campaign signs. You should contact the appropriate state or county agency before placing campaign signs on the following roads:

(Annapolis Road, Kenilworth Avenue, 48th Street, 5300 block of Quincy Street, 56th Place, 60th Avenue and 52nd Avenue)

2. Attribution Statements: All political matters, including signs, must have an attribution statement. Details may be found in Chapter 44-3 of the Town Code.

A. What is a Political Matter?

Simply stated "Political Matter" is advertising pertaining to one or more candidates or to an election issue. Among other things, it includes any written, printed, telephone or electronic communication. See Section 44-3 of the Town Code.

The most common forms of political matter are:

- Flyers
- brochures
- yard signs
- websites
- other electronic communication
- other matter intended to influence the outcome of the election

Normal newsletters published by elected officials that do not directly mention any person's candidacy or ballot issue are not considered campaign matter.

B. How should the attribution read?

For Campaign Signs that clearly show the Candidate's name, a statement such as:

"Authorized by John Doe, Treasurer"

"Paid for by Candidate"

"Paid for by Citizens for Good Government"

For printed matter, more information is required. For example:

"Paid Political Advertisement, Authorized by John Doe, Treasurer"

"Paid Political Advertisement, Authorized by Jane Smith, Candidate"

C. What About Electronically Distributed Political Matter?

In the event Political Matter is distributed through an electronic media (such as email, social networks, electronic messaging, blogs, email subscription lists, and websites) and it is not feasible to comply with the attribution requirements due to size or other restrictions, then the communication must allow the voter to click on a link to access the campaign website that displays the information required in 44-3 of the Code. Otherwise, the matter must comply with the attribution standards for printed material.

D. What about “Robocalls”?

Pre-recorded telephone messages that transmit political matter must, at the beginning of the message, clearly identify the individual, candidate, political committee, business or other entity initiating the call, and shall state clearly during or after the message the telephone number or address of the call’s authorizer.

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FREQUENTLY ASKED QUESTIONS

1. May I send in my forms by fax or email?

No. The Candidacy Application, Financial Disclosure forms, Appointment of Treasurer, Campaign Finance Report forms, must be submitted in hard copy with original signatures to the Town Clerk's office by the due dates.

2. Where Can I Get Voter Lists?

Voter lists and labels can be purchased from the Prince George's County Board of Elections (301-341-7300).

3. Where Can I Electioneer on Election Day?

The BOSOE will designate an electioneering area at the polling location on Election Day. When are the Ballots Counted?

Ballots cast on Election Day will be tabulated after the polls close on Election Day. The BOSOE presents the official results at the first Regular Council Meeting after the election date.

4. When are Election Results Available?

Results from the election will be available on the town website and at town hall after the election and all ballots have been counted.

5. Do I Need a Treasurer?

Yes. If you intend to accept cash kind contributions, you must designate another person as the treasurer. (Volunteer campaign help is not considered an in-kind contribution.) If you don't intend to accept cash or in-kind contributions, you may serve as your own treasurer.

7. As a Candidate, Should I Form a Political Committee?

To raise funds, this is not a requirement but is an option. You can open a bank account with a name like "Friends of John Doe" to collect campaign contributions without creating a political committee. If you form a political committee, it may only contribute up to \$500 toward your candidacy if you are running for Council, and up to \$1,000 if you are running for Mayor, during the election cycle. As a candidate with an appointed Treasurer, you may also collect and spend any amount so long as you collect no more than \$500 from each contributor if you are running for Council, and no more than \$1000 if you are running for Mayor, not including yourself or your spouse.

8. I am a current elected Town official. What should I know about campaigning while also holding office?

Once an incumbent has indicated their intention to seek reelection, regardless of whether official papers have been submitted, they are considered a candidate. To keep a "level playing field" among all candidates, certain privileges afforded to a Councilmember and Mayor are not afforded to any elected official who is a candidate.

- Incumbent candidates may not use meeting space at a Town government building free of charge.
- The Town will not copy material for a neighborhood meeting free of charge.
- Incumbent candidates may not use a Town email address for campaign related matters.
- Incumbent candidates for Town office should **not** distribute their official, Town-provided business cards in connection with mass distributions of campaign materials or during campaign activities such as door-to-door canvassing or public campaign appearances.”

An elected official who is a candidate may not wear their Town Seal clothing provided by the Town for their position as an elected official when campaigning.

For further clarification, please contact the Town Clerk.

9. Can I begin campaigning for office before I've submitted the required documents and have had them accepted/approved?

Yes, you may begin campaigning for the current election whenever you wish. The submission and approval process ensures that you meet the Town Code requirements to be elected to office. All contributions received, and funds expended, prior to your certification as a candidate must be reported in your Initial Campaign Finance Report.

CAMPAIGN CONTRIBUTION LIMITATIONS

Chapter 44-2 J. of the Town of Bladensburg Code states:

- (1) The total campaign contribution made by any person or political committee to any council candidate and any committee controlled by the candidate, other than the candidate's own contribution to themselves, may not exceed:
 - a. five hundred dollars for the general election.
 - b. five hundred dollars for any special election.
 - c. five hundred dollars for any special run-off election, if any.
- (2) The total campaign contribution made by any person or political committee to any mayoral candidate and any committee controlled by that candidate, other than the candidate's contributions to themselves, may not exceed:
 - a. one thousand dollars for the general election.
 - b. one thousand dollars for any special election.
 - c. one thousand dollars for any special run-off election, if any.
- (3) The total post-election contribution made by any person or political committee to any council or mayoral candidate and any committee controlled by that candidate, other than the candidate in aid of himself or herself, may not exceed:
 - a. one thousand dollars for the post-election contribution after the general election.
 - b. one thousand dollars for the post-election contribution for any special election.
 - c. one thousand dollars for the post-election contribution for any special run-off election, if any.
- (4) no person shall make, nor shall any person solicit or accept any contribution which will cause the total amount contributed by such person to a council candidate, mayoral candidate or any committee controlled by that candidate, other than the candidate in aid of himself or herself, to exceed the campaign contribution limitations set forth in this chapter of the town of Bladensburg code/ordinances.