

# Collecting Signatures: The Rules

## Do!

Do try to get *only* registered voters to sign.

Do ask people to:

1. Sign their full names
2. Print neatly their names and street address.

Do emphasize that names and addresses must be legible to count!

Do write the name of the city or town *only* in the box marked city or town.

Do ask people if they have signed already.

Do make sure that all signatures on a sheet are from the same city or town.

*If someone mistakenly signs the wrong sheet, that doesn't invalidate the sheet. In this case:*

Do ask the person to sign again on the correct sheet.

## Don't!

Don't waste time signing non-registered voters.

Don't allow nicknames or post office boxes.

Don't worry if people don't know their ward and precinct. They can leave it blank.

Don't be shy about encouraging people to be neat.

Don't worry if someone writes their town as part of their address. It is ok, though not necessary.

Don't write anything else anywhere on the petition.

Don't highlight or underline any text on the petition.

Don't write your name or anything in margins.

Don't write a signature tally or make any other marks.

Don't allow people to sign more than once (doing so will not invalidate the signature, but it won't be counted twice)

Don't mix multiple towns on the same sheet.

Don't cross out the signature.

# Collecting Signatures: Tips

Do pick a location with lots of foot traffic.

Do work in teams and help each other out.

Do keep multiple blank petition copies with you so you can start a new town sheet at any time.

Do try to bring a card table and signage with you. You can download campaign signs to print at [www.massact.org](http://www.massact.org)

Do turn in all your sheets, even those with stray marks.

Do make copies of the petition if you run out of official copies. Just ask the copy shop to make exact double-sided copies of the exact same size and color paper.

Do return your petitions to your team leader or organizer.

Do hand in every sheet after every collection day, even if it is not full of signatures.

Do be creative and make this campaign visible and fun!

Don't spend more than 30 seconds trying to get any one person to sign.

Don't engage people who disagree.

Don't get flustered by people who won't sign. Move on!

Don't throw out any sheets with signatures on them, even if you think the sheets will be disqualified.

Don't under any circumstances submit petitions yourself to any city or town clerk for certification.

Don't hold back sheets because they are not full.