

**CITY OF TAKOMA PARK, MARYLAND
2024 ELECTION CALENDAR**

Date	Time	Event/Description	Computation	Legal Authority
Monday January 31, 2024	4:00 PM	Campaign Finance Annual Report on the retention or disposition of surplus campaign funds	No later than January 31 of each year	City Code 5.12.022(B)(4) City Code 5.12.030(E)
Monday June 10, 2024		First day to register as a candidate or political committee for the City election.	Second Monday in June of an election year.	City Code 5.10.020
Wednesday August 7, 2024		Apartment building access through November 7 for registered City Election candidates.	During the 90-day period preceding the next election.	City Code 6.04.040
Tuesday September 10, 2024	7:30 PM	Nominating Caucus for City election.	Second Tuesday after Labor Day of an election year.	Charter Sec. 604(a)
Friday September 13, 2024	5:00 PM	Deadline for City candidates nominated at Caucus to withdraw. Declination must be filed in writing with the City Clerk's office.	Candidates shall be placed upon the official ballot unless the nominated person files a declination with the City Clerk within 3 days after the nomination	Charter 604(b)
Friday September 13, 2024	5:00 PM	If not already registered, nominated City candidates must complete Candidate Finance Registration by this time.	Within 3 days of nomination.	City Code 5.10.020(C)
Monday September 16, 2024	5:00 PM	City candidates' Financial Disclosure Statements due to City Clerk (if not already filed).	On or before the Monday following the candidate's nomination.	City Code 3.04.080(D) City Code 5.12.040
Monday September 16, 2024	12:00 PM	Deadline to provide City candidate's statement and photo to the City Clerk (via e-mail) for publication in the Takoma Park Newsletter	TBD depending upon schedule for Takoma Park Newsletter.	
Monday September 16, 2024		Any eligible person may preregister as a write-in candidate beginning on September 16 and ending November 1. Such write-in candidate must file a Financial Disclosure Statement and Campaign Finance Registration to complete the preregistration.	Monday after the Nomination Meeting through the Friday before Election Day.	Charter 605 City Code 3.04.080(D)(6)
Monday September 23, 2024	4:00 PM	First Campaign Finance Report Due (post-nomination report)	Second Monday after the Nominating Caucus.	City Code 5.12.022(B)(1)
Wednesday October 2, 2024		Rosh Hashanah (begins at sunset)		

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Sunday October 6, 2024		First day that mail-in voting ballots may be sent.	Mail-in ballots for an election must be mailed or distributed no more than 30 days and no less than 15 days prior to the election to which they apply.	City Code 5.18.050(A)
Once ballots begin to be received by voters, daily drop box pickups begin and continue until 8:00 p.m. on November 5. Post office box pickup begins and continues until 5:00 p.m. on Wednesday, November 13. (Ballots arriving by mail only.)				
Friday, October 11		Yom Kippur begins at sunset.		
Monday October 14, 2024		Columbus Day (Indigenous Peoples Day) – City facilities open. MCBOE is NOT open.		
Monday October 14, 2022	4:00 PM	Second Campaign Finance Report Due (pre-election report).	No later than 4:00 p.m. on the fourth Monday preceding election day.	City Code 5.12.022(B)(2)
Monday October 21, 2024		Last day that mail-in voting ballots may be sent.	Mail-in ballots for an election must be mailed or distributed no more than 30 days and no less than 15 days prior to the election to which they apply.	City Code 5.18.05(A)
Tuesday October 29, 2024	4:00 PM	Last day to request that a City election absentee ballot be mailed.	4:00 PM on the 7th calendar day before the election.	City Code 5.20.020(B)
Thursday October 31, 2024		Last day to mail a requested absentee ballot (local only).		5.20.040(B)(2)
Friday November 1, 2024		Any eligible person may preregister as a write-in candidate beginning on September 19 and ending November 1. Such write-in candidate must file a Financial Disclosure Statement and Campaign Finance Registration to complete the preregistration.	Monday after the Nomination Meeting through the Friday before Election Day.	Charter 605 City Code 3.04.080(D)(6)

Date	Time	Event/Description	Computation	Legal Authority
Tuesday November 5, 2024	7:00 AM – 8:00 PM	Takoma Park Election Day The Community Center will be open for voting in the City Election only, from 7:00 AM to 8:00 PM.	First Tuesday after the first Monday in even-numbered years. At least one voting center shall be open from 7:00 AM to 8:00 PM on Election Day.	Charter Sec. 606(a) City Code 5.18.010(C)
<i>Tuesday November 5, 2024, 2022</i>	<i>7:00 AM – 8:00 PM</i>	<i>Presidential Election Day. To vote in the presidential general election, voters who have not voted early or by mail should go to their voting precinct to vote in person.</i>	<i>Tuesday after the first Monday in November.</i>	<i>MD Const. Art. XV, § 7; EL § 10-301</i>
Tuesday November 5, 2024	8:00 PM	All Ballot Drop Boxes are closed and sealed at 8:00 PM.		City Code 5.16.050
Wednesday November 6, 2024 – Wednesday November 13, 2024		Canvass and counting of votes.	Between the closing of the polls on election day and end of the day on the second Wednesday after the election, the judges of the election shall canvass . . . , and count any paper ballots, regular and absentee, to determine the vote cast for each candidate or any questions on the ballot.	Charter Sec. 613(a)
Monday November 11, 2024		Veterans Day. City Holiday and Federal Holiday. City Offices Closed.		
Tuesday, November 12, 2024	4:00 PM	Any anonymous contributions received are to be contributed to the City general fund by this date.	No later than 4:00 p.m. of the Monday following the election. Because Monday is a holiday, the deadline is Tuesday.	City Code 5.12.020(D)
Wednesday November 13, 2024	5:00 PM	Deadline for receipt of ballots arriving by U.S. mail. Ballots must be postmarked on or before election day.	5:00 PM on the 5 th business day after the election.	City Code 5.18.090(B) City Code 5.20.060(B)
Wednesday November 13, 2024	TBD	Board of Elections certification meeting	Second Wednesday after the election.	Charter Section 613(b)

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Wednesday November 13, 2024	7:30 PM	Special meeting of the City Council to receive the certification of the election results.	Second Wednesday after the election.	Charter Sec. 613(b)
Friday November 15, 2024		Deadline for filing City election challenge or appeal.	Two days after certified results presented to Council.	City Code 5.16.070(A)
Monday November 18, 2024	7:30 PM	Swearing-In of the Mayor and Councilmembers	Newly elected Councilmembers and the Mayor take office on the second Monday following their election, but if this day conflicts with Veterans Day or a Council-recognized religious holiday, they shall take office on the next day, Tuesday.	Charter Section 301
Thursday November 24, 2022		Thanksgiving Day. City offices and facilities are closed Thursday, November 24 through Sunday, November 27.		
Monday November 28, 2022	4:00 PM	Third City Campaign Finance Report (post-election report) due to City Clerk.	No later than 4:00 p.m. on the third Monday following the election.	City Code 5.12.022(B)(3)
Tuesday January 31, 2023	4:00 PM	Annual report on retention or disposition of surplus campaign funds.	No later than January 31	City Code 5.12.022(B)(4) City Code 5.12.030(E)
Wednesday February 8, 2023		Minimum retention for voted paper ballots and printed or electronic voting machine records, and mail in and absentee ballot envelopes.		City Code 5.16.060(D) City Code 5.18.090(E) City Code 5.20.060(E)