



## CHECKLIST

### CANDIDATE APPLICATION CHECKLIST - PROVINCIAL ELECTION

Name: \_\_\_\_\_

Party Affiliation: \_\_\_\_\_

Constituency: \_\_\_\_\_

Date Received: \_\_\_\_\_

Time Received: \_\_\_\_\_

Check	Candidate (tick)	
	Yes	No
Check that your application meets the requirements below		
1. Candidate is a registered voter in the constituency he wishes to contest in		
2. Candidate application form receipt is attached		
3. Candidate fee receipt is attached		
4. Copy of candidate's National ID card is attached		
5. 5 sponsors have personally signed		
6. 5 sponsors are registered in the candidate's constituency and National ID card copies attached		
7. 5 sponsors are not related to candidate		
8. Debts and payment of debts receipt attached		
9. 2 passport photos attached		
10. Candidate and party name on back of photo		
11. Contact number provided		
12. Logo attached (Independent or party)		
13. Candidate is a citizen of Vanuatu		
14. Candidate is 21 years old or over ( Birth Certificate)		
15. Candidate is not bankrupt or has debt with the Provincial Government		
16. Candidate is not serving a sentence or suspended sentence		
17. Copy of Candidate's police clearance		



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### CANDIDATE PHOTO REQUIREMENT - PROVINCIAL ELECTION

#### Submission of good quality photos and logos for Ballot Paper Printing

Vanuatu Electoral Office is preparing for the elections of Provincial Councils and By-Elections to be held on 8<sup>th</sup> of July 2025. VEO is committed to improve the quality of printing of the ballot papers as per new design introduced during the snap elections 2025.

To ensure better quality of printing of ballot papers, especially quality of candidates' photos and the party logos, all contesting candidates are provided with following instructions to submit their photos and logos of the parties.

Check	Candidate (tick)	
	Yes	No
<b>Check that your photos meet the requirements below</b>		
1. While candidates are required to submit photos along with the nomination form, for printing purposes, submission of soft copies via e mail are preferred.		
2. Accepted formats for submission via e mail: JPEG (.jpg), PNG (.png), or TIFF (.tif) and PDF (.pdf)		
3. Both colored and black and white photos are acceptable		
4. Before sending you should save the photo with identifiable name which indicates candidates first and last name and name of constituency. Example: (e.g., James Smith_Santo.jpg)		
5. If you cannot provide a digital file, please submit a printed photo as per following details: a. Size: at least 6 cm x 9 cm on glossy photo paper b. Label the back with your full name and constituency clearly c. Do not fold or staple the photo.		
6. Quality of photos and logos: - All photos should be taken with standard professional camera - All candidates are required to submit <b>standard passport photo</b> - Photo Dimensions <b>should be</b> width: 3.5 cm x Height: 4.5 cm or Width: 413 pixels x Height: 531 pixels - Quality of photos in pixels should be at 300 dpi		
7. Photo Quality Guidelines  - <b>Lighting:</b> Bright, even lighting (no shadows or harsh light)		



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<ul style="list-style-type: none"><li>- <b>Background:</b> Plain, light-colored, or white background</li><li>- <b>Pose:</b> Face directly toward the camera, neutral expression, no sunglasses, or hats</li><li>- <b>Clothing:</b> Presentable, without slogans, logos, or political symbols</li><li>- <b>Focus:</b> Sharp and clear (not blurry or pixelated)</li></ul>		
8. Photos can be sent at this e mail: <a href="mailto:candidatureelection@vanuatu.gov.vu">candidatureelection@vanuatu.gov.vu</a>		
9. In case of any questions, please contact VEO on: (678) 23914		