

PROCEDURE

Reserving a name for a municipal political party

Why reserve a political party name?

A political party that wishes to solicit and receive contributions, make expenses and contract loans must be authorized by the Chief Electoral Officer. To obtain this authorization, the party must, among other things, recruit a certain number of members, which might take some time. By reserving a party name with Élections Québec, the party leader ensures that, for the following six months, he or she is the only person able to file an application for authorization of a political party using that name. The leader also ensures that the name meets the criteria established under the *Act respecting elections and referendums in municipalities* (AERM) and by Élections Québec.

How to submit an application for reserving a political party name?

Enter the following information on the form *Application to have a name reserved for a municipal political party* (DGE-1036) and forward it to Élections Québec.

1. Name of the political party

Enter the name chosen for the party. This is the name that will appear on the ballot paper, and with which the names of the party candidates will be associated.

Choice of name

- *The name must not contain the word “independent”.*

In the AERM, the adjective “independent” is specific to candidates who are not associated with any political party. It would, therefore, be incoherent to have this adjective in the name of a political party.

- *The name must not be likely to mislead electors regarding the party to which they are making contributions.*

Your party’s name must not be identical or similar to the name of a party that is active or that was active in the same municipality or to the name of any other publicly recognized group or organization.

Electors making a contribution to a party must be able to do so without risk of confusion so that they can be sure they are making their contribution to the party of their choice.

To avoid choosing a name that might be confused with the name of another party, consult the Élections Québec website at www.electionsquebec.qc.ca. It provides a list of authorized political parties, a list of reserved political party names and a list of political parties whose application for authorization is being examined.

Spelling of a party name

Élections Québec's language policy stipulates that the French part of the names of political parties must be in compliance with the requirements of the Office québécois de la langue française (OQLF) with respect to spelling and the use of capital letters. The spelling of your political party name will therefore be assessed during the examination of your application. It will not, however, constitute a reason for refusal.

If the spelling of your political party name is not in compliance with the requirements of the OQLF, we can still accept your application, on the condition that you use the spelling we recommend.

Examination of the name

The party name you propose will be examined and submitted to a committee that will determine its acceptability based on the various above-mentioned factors.

Logo and initials

The AERM contains no provisions regulating logos and initials, so you are not required to provide this information.

2. Name of the municipality

Enter the name of the municipality where the party wishes to operate.

3. The name and contact information of the party leader

Enter the party leader's name, complete domiciliary address, telephone number and email.

4. Signature and date

The party leader must sign the application and indicate the date.

Submitting the application for reserving a political party name to Élections Québec

You can submit the form *Application to have a name reserved for a municipal political party* by email to repaq@electionsquebec.qc.ca, or by postal mail to:

**Service du Registre, de la coordination
et de la conformité des contributions politiques**

Direction du financement politique
et des affaires juridiques
Élections Québec
Édifice René-Lévesque
3460, rue de La Pérade
Québec (Québec) G1X 3Y5

For more information, to order forms or for any questions relating to the *Application to have a name reserved for a political party* see our website at www.electionsquebec.qc.ca. You can also contact us by email at repaq@electionsquebec.qc.ca, or telephone at 418 644-3570 (Québec City area) or 1 866 232-6494.