HOW TO REGISTER AS A CANDIDATE IN THE 2019 NEIGHBORHOOD COUNCIL ELECTIONS

1. CREATE AN ACCOUNT
   - Go online to: https://clerkappsele.lacity.org/nccr/#/register
   - Fill out all the required information and then click ‘Sign Up’ when you’re done.
     (Please write down your username and password)

2. VERIFY YOUR ACCOUNT
   - After signing up make sure to Verify your account by checking your email for a verification link
   - Click the verification link sent to your email to successfully confirm your account.

3. LOG IN TO YOUR ACCOUNT
   - Go online to: https://clerkappsele.lacity.org/nccr/#/login
   - Enter in the username and password you signed-up with and click ‘Login’
     (Please continue to complete your application)

4. NAVIGATE PORTAL TO REGISTER
   - On the home page of the registration portal, click the ‘Menu’ icon (found on the top left corner of the page).
   - Once the side menu bar opens up, scroll down and click ‘Candidates’ (found right under the ‘Home’ button).

5. REGISTER
   - On the ‘Candidates’ page, find and click the blue ‘Register’ button (as shown below).
   - Important: Do not fill out anything on this ‘Candidates’ page as this is not the actual registration form. Please click the noted blue button to get to the actual form.

6. COMPLETE REGISTRATION
   - Complete all sections and click ‘Submit’ at the end.
   - Note: The Candidate Statement and Photo can be edited up to one week before election date.

For any questions or for more information, refer to Section 4 of the 2019 NC Election Handbook. You can also contact the City Clerk:
- (213) 978-0444 (M/F 8-5)
- clerk.electionsnc@lacity.org