



**Ruth Johnson, Secretary of State**  
**Department of State**

SOS / ELECTIONS IN MICHIGAN / INFORMATION FOR CANDIDATES

## Oaths of Office

| Officer                             | Administers Oaths for  | Authority                |
|-------------------------------------|--|--------------------------|
| Attorney General                    | Governor,<br>Attorney General,<br>Secretary of State,<br>Lieutenant Governor | MCL 15.37                |
| City Clerk                          | All offices <sup>1</sup>   | MCL 168.499, 87.6        |
| Clerk of Court                      | All offices <sup>1</sup>   | MCL 15.37, 600.1440(1)   |
| County Clerk                        | All offices <sup>1</sup>   | MCL 600.571, 600.1440(1) |
| Judge                               | All offices <sup>2</sup>   | MCL 15.37, 600.1440(1)   |
| Justice of Supreme Court            | All offices  | MCL 15.37, 600.1440(1)   |
| Lieutenant Governor                 | State Senator or<br>State Representative                                     | MCL 4.84                 |
| Mayor of City                       | Governor,<br>Attorney General,<br>Secretary of State,<br>Lieutenant Governor | MCL 15.37                |
| Notary Public                       | All offices <sup>1</sup>   | MCL 15.37, 600.1440(1)   |
| President pro tempore of the Senate | State Senator or<br>State Representative                                     | MCL 4.84                 |
| Secretary of State                  | Governor,<br>Attorney General,<br>Secretary of State,<br>Lieutenant Governor | MCL 15.37, 38.1026       |

|                                    |  |                      |
|------------------------------------|--|----------------------|
| Speaker of the House               | State Senator or<br>State Representative | MCL 4.84             |
| State Senator or<br>Representative | All offices <sup>1</sup>                 | MCL 4.121            |
| Township Clerk                     | All offices <sup>1</sup>                 | MCL 168.363, 168.499 |
| Village Clerk                      | All offices <sup>1</sup>                 | MCL 64.5, 168.499    |

<sup>1</sup> Excluding Governor, Attorney General, Secretary of State, Lieutenant Governor, or member of State Senate or State House.

<sup>2</sup> Excluding member of State Senate or State House.



STATE OF MICHIGAN  
RUTH JOHNSON, SECRETARY OF STATE  
DEPARTMENT OF STATE  
LANSING

MEMORANDUM

TO: Elected State Level Candidates  
FROM: Michigan Department of State, Bureau of Elections  
SUBJECT: Oath of Office Filing Instructions

**\*\* IMPORTANT \*\***

**The enclosed "Oath of Office" must be filed as appropriate before entering upon the duties of your newly elected office. The filing instructions are detailed below.**

Oath of Office Filing Instructions

State Representative: File the Oath of Office form with the Secretary of State. The address for mailing the form is provided on page 2. (MCL 168.174)

State Board of Education, University of Michigan Regent, Michigan State University Trustee, Wayne State University Governor: File the Oath of Office form with the Secretary of State. The address for mailing the form is provided on page 2. (MCL 168.290)

Supreme Court Justice: File the Oath of Office form with the Secretary of State. The address for mailing the form is provided on page 2. (MCL 168.400)

Court of Appeals Judge: File the Oath of Office form with the Secretary of State and a copy of the form with the State Court Administrator. The addresses for mailing the forms are provided on page 2. (MCL 168.409h)

Circuit Court Judge: File the Oath of Office form with the Secretary of State and a copy of the form with each county clerk within the circuit. The address for mailing the form to the Department of State is provided on page 2. (MCL 168.420)

District Court Judge: File the Oath of Office form with the Secretary of State and a copy of the form with each county clerk within the district. The address for mailing the form to the Department of State is provided on page 2. (MCL 168.467j)

Probate Court District Judge: File the Oath of Office form with the Secretary of State. The address for mailing the forms are provided on page 2. (Section 600.812)

Mailing Addresses:

Secretary of State:  
MI Department of State  
Bureau of Elections  
Office of the Great Seal  
430 W. Allegan St., 1<sup>st</sup> Flr.  
Lansing, MI 48918

Attorney General:  
Attorney General's Office  
G. Mennen Williams Building  
525 W. Ottawa Street – 7<sup>th</sup> Flr.  
Lansing, MI 48909

State Court Administrative  
Office:  
State Court Administrative  
Office  
P. O. Box 30048  
Lansing, MI 48909

Questions?

If you have any questions, please do not hesitate to contact the Michigan Department of State's Bureau of Elections/Office of the Great Seal: Phone: (517) 373-2540.

# OATH OF OFFICE

STATE OF MICHIGAN }  
County of \_\_\_\_\_ } SS.

*I do solemnly swear that I will support the Constitution of the United States and the Constitution of this State, and that I will faithfully discharge the duties of the office of \_\_\_\_\_ according to the best of my ability.*

\_\_\_\_\_  
Signature \*\*  
\_\_\_\_\_  
Name Printed or Typed

*Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_*

\_\_\_\_\_  
Signature \*\*  
\_\_\_\_\_  
Title \*  
\_\_\_\_\_  
Name Printed or Typed \*

Name of Notary:  
County:  
Acting in:  
Commission  
Expires:

\* This information is requested if Oath of Office is taken before someone other than a notary public.  
\*\*When filing with the Secretary of State, original signatures are required.