



August Primary Information:

Be responsible...be registered to vote today.

June/July/August
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If you want your vote to be counted and your voice to be heard, you must take the steps to be registered to vote.

The Primary Election is Tuesday, Aug. 3, 2010. If you would like to vote in this election, *you must be registered by Tuesday, July 6, 2010.*

To register, please contact your city or township clerk's office, the county clerks office or the secretary of state.

To be eligible to vote, you must be a U.S. Citizen, 18 years old on or before election day, and a resident of Muskegon County.

Nominations will be decided for the following: Governor, United States Senator, Representative in Congress 2nd District, State Senator 34th District, Representative in State Legislature 91st District, Representative in State Legislature 92nd District, County Drain Commissioner, all County Commissioner Districts, Fruitland Township Treasurer, Fruitport Township Parks Commissioner, Laketon Township Treasurer. Precinct Delegates will be elected. The following townships will have proposals on the ballot: Casnovia, Cedar Creek, Fruitport, and Muskegon.

IMPORTANT: You may vote in one party (I.e. Democrat or Republican) only; you cannot "split your ticket." If you vote in more than one party section, your partisan ballot will be rejected.

TO SEE IF YOU ARE ALREADY REGISTERED TO VOTE, VISIT WWW.MICHIGAN.GOV/VOTE

- In this issue:
- Important election information
 - Procedure for changing names
 - How to register a business
 - Concealed Pistol License information
 - Upcoming Passport Day

Michigan Voter Rights and Responsibilities

You have a right to:

- Vote in private, free from interference or intimidation
- Review a sample ballot before voting
- Ask for and receive help from election workers if unsure about anything related to casting a ballot
- Obtain a replacement ballot if you make a mistake while voting

You have a responsibility to:

- Register at least 30 days before the election
 - Read and follow all voting instructions
 - Refrain from campaigning or influencing voters in the polling place
 - Respect privacy, voting rights of others
 - Follow all federal and state voting laws
- Secretary of State Terri Lynn Land

Nancy A. Waters
Muskegon County Clerk



*Your Muskegon
County Board of
Commissioners
includes:*

Kenneth Mahoney,
Chair (D)
Charles Buzzell (D)
I. John Snider II (R)
James Derezinski (D)
Marvin Engle (R)
Lew Collins (D)
Charles Nash,
Vice-Chairman (D)
Bill Gill (D)
Louis McMurray (D)
Roger Wade (D)
Robert Scolnik (R)

* * *

*Citizens may contact
any Commissioner:*

Phone:

(231) 724-6505

E-mail:

Commission

@co.muskegon.mi.us

We can help you get passport-ready for your next trip

Passport Day and Ice Cream Social

When: Noon-4 p.m. Wednesday, July 14, 2010

Where: Brookhaven Medical Care Facility,
1890 E. Apple Ave., Muskegon.

Join us and receive \$10 off passport photos!



Since June, federal law requires American citizens to present a passport book, passport card, or other travel documents approved by the U.S. government to enter this country from Canada, Mexico, the Caribbean and Bermuda at land borders and sea ports of entry.

We want your travel outside of the country as hassle-free as possible.

For a fee, our Vital Records office can provide you with photos and Muskegon birth certificates. It is open 8 a.m.-4:30 p.m. Monday-Friday.

Already have a passport? If yours expired within the last five years, renew by mail using Form DS-82. The form is available in our office or at www.travel.state.gov. For more information, call (231) 724-6221 (option #7).



**If you desire to change your name,
come to the County Clerk for help**

There are a variety of reasons one may desire to change their name. Most often it is when a woman gets married and changes her name to her husband's last name.

A legal name change may be acquired through the Circuit Court Records Office.

You may find more information about requirements for legal name change using the Internet and the link below:

http://www.co.muskegon.mi.us/clerk/circuitcourtreports/name_change_packet.pdf

Refer to this handy list when applying:

- A certified copy of your birth certificate (from Muskegon County). May be purchased for \$15.
- Two passport photos, which may be purchased in our office for \$15.
- Copy of your driver's license, Moped license, or State ID (front & back).
- Check or money order payable to: U.S. Department of State, \$75 adults (age 16 or older), \$60 for ages 15 and under.
- Muskegon County Clerk's execution fee of \$25 (payable by cash, money order, check, credit or debit cards).
- Parents must be present with children under 16.





Obtaining a Concealed Pistol License

Michigan CPL/CCS classes, or pistol safety training courses, are required for all applicants of this particular license.

Applications are accepted during regular business hours between 8 a.m. and 4:30 p.m.; however, it is best to apply before 3:30 p.m. The applicant will be directed to be fingerprinted at the Muskegon County Sheriff Department, and this service ends daily at 4 p.m.

The fee to apply for a Concealed Pistol License is \$105 per applicant.

Check with local gun clubs to take the required Michigan CPL/CCS classes prior to submitting an application. Many gun clubs also offer to help with photos for identification cards.

The firearms laws for the State of Michigan are also available online at:

<http://www.legislature.mi.gov/documents/publications/firearms.pdf>

For a Concealed Pistol License Application Handbook, visit http://www.michigan.gov/documents/ri-012_7736_7.pdf

**** Photos for your Concealed Pistol License may be taken at the County Clerk office for \$15 at the time of application. ****

Registering a Business: What you need to know

An individual doing business as a sole proprietorship using a name other than his or her own name must file with the county clerk the name under which the person will do business, commonly referred to as DBA, "doing business as."

In a sole proprietorship, there is no legal separation between the individual and the business. The person benefits from 100 % of the profits, but is also responsible for all debts and liabilities.

A general partnership is two or more persons joined together in the operation and management of business for profit. Partnerships, like sole proprietorships, are subject to little regulation and fairly easy to establish. A formal partnership agreement is recommended to address potential conflicts before they arise. Those with the partnership

must file a certificate of co-partnership with the county clerk.

There is no central agency where all businesses must register. Many are required to file with the local county clerk's office or the State of Michigan, Department of Energy, Labor & Economic Growth, Bureau of Commercial Services, Corporation Division.

One would want to check to see if the name of the proposed business is available, and also state and federal trademark registrations, and registered Internet domain names.

Contact the local county clerk's office to check the availability of sole proprietorship and partnership names, and to obtain required forms.

This newsletter is presented as a public service from the office of

Nancy A. Waters

Muskegon County Clerk
Vital Records and Elections Office
New Location

141 E. Apple Ave., 2nd floor

Muskegon, MI 49442

Phone: (231) 724-6221

Fax: (231) 724-6262

Office hours: 8 a.m.-5 p.m.

Circuit Court Records
Michael E. Kobza Hall of Justice
990 Terrace St., 6th floor
Muskegon, MI 49442
Phone: (231) 724-6251

Fax: (231) 724-6695

Office hours: 8:30 a.m.-5 p.m.

Monday-Friday.

E-mail:

clerk@co.muskegon.mi.us

Web site:

www.co.muskegon.mi.us/clerk

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If you have questions or comments for the next newsletter, please call, write or e-mail using the information above.

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Please note:

All county offices are closed for the following legal holidays:

- **Observance of Independence Day, Monday, July 5, 2010**
- **Labor Day, Monday, Sept. 6, 2010**

Removal of an Adult Criminal Conviction

Many people don't know that the Office of the County Clerk is a starting point in the process to get a criminal record expunged, or removed, from public record.

The law allows a person to apply to have a conviction set aside and made nonpublic so that any criminal record check, made by someone other than those agencies specified in the law, reveal no conviction.

It is important to note that a person may have only one conviction set aside.

One may apply to have a conviction set aside when 5 years have passed since the date he or she was sentenced for the conviction, as long as he or she was not imprisoned.

If an expunging is granted, note that the court cannot order the removal of the offense from the Secretary of State's records.

The Process: 1) Call the clerk where the conviction took place to find out the exact date of the conviction and criminal charge. 2) Complete application Form MC 227 using this information. Sign the application before a notary public or the clerk of the court, and attach a certified record of the conviction. 3) File the application with the court and get a hearing date.

Don't forget there are fees for obtaining certified copies of records. There is no fee for filing the application with the court.



Please note: Information listed here is not to be construed as legal advice. For specific or additional information, please contact an attorney.

Exceptions:

- A conviction of a felony or an attempted felony punishable by life imprisonment
- A violation or attempted violation of criminal sexual conduct
- A traffic offense
- A person who has had more than one conviction for any offense also cannot apply.

The Attorney General of the State of Michigan reviews each application, and the attorney general and prosecuting official are given the opportunity to object to the application. The court cannot act upon your application until the Michigan State Police has submitted a report to the court.

If you do not attend the hearing, the case will be dismissed. When attending the hearing, bring all relevant paperwork, including a copy of the application.

If your request is granted, the record will remain nonpublic. If the order denied your request, the record will remain public.