



The City Clerk is appointed by the City of Bluefield Board of Directors to be the custodian of all city records and legal documents. The clerk also records official actions of the Board of Directors and its appointed boards and commissions, codifies the city code, administers oaths of office, handles Freedom of Information Act requests, and serves as a notary public for the City of Bluefield. The City Code of Ordinances can be found [here](#). In addition, the city clerk also acts as the chief election officer for municipal elections which involves acceptance of fees and registration of qualified applicants, securing voting places, printing of ballots, obtaining supplies, selection of poll workers, proper procedures for absentee voting, and certification of results.

The City of Bluefield operates under the guidelines of the City Charter and Code of Ordinances. Within the Code of Ordinances, the city has established a form of government led by a City Board of Directors. The City Board of Directors employ officers of the city, including: a city manager, a city clerk, a treasurer, a city solicitor (attorney), a community and economic development director, and judges of the police court. The Board of Directors appoints the city manager to serve as the administrative head of municipal government and they provide policy direction for the city manager, board officers, and employees of the City of Bluefield.

## Frequently Asked Questions

### What are the qualifications to register to vote?

You are eligible to register to vote in West Virginia if you are:

- A resident of West Virginia and the county where you register. To vote in the Bluefield city election you must be a Bluefield resident.
- A United States citizen.
- At least 17 years old at the time of registration and 18 before the election.
- Not currently under conviction for a felony, including probation or parole, or a court ruling of mental incompetence. (Voting rights are restored when the term of conviction ends.)

## **What is the deadline to register to vote in the 2023 Bluefield election?**

To vote in the June 6, 2023 Bluefield Municipal election you must register by May 11, 2023. If registering by mail please allow enough time for processing by the County Clerk before the registration deadline. Register online or download the form from the [West Virginia Secretary of State website](#).

## **Can I vote before election day?**

Yes. From May 19 - May 29, anyone wanting to vote early may visit City Hall, located at 200 Rogers St., during normal operating hours of 8 a.m. till 4:30 p.m. Monday - Friday. City Hall will also be open Saturday, May 22 and 29 for early voting from 9 a.m. - 5 p.m.

## **When does candidate filing begin for the June 6, 2023 election?**

The candidate filing period for the June 6, 2023 Bluefield Municipal election runs from March 16 - April 4, 2023.

## **What are the candidate qualifications for the Bluefield Municipal election?**

All candidates must be at least 18 years of age on election day, a US citizen and a registered voter residing within the city limits as of election day.

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City Hall  
100 Rogers St  
BLUEFIELD, WV 24701  
United States

[View in Google Maps](#)