



COUNTY OFFICE CANDIDATE FILING INFORMATION

Use this form to declare
your candidacy for county
office in Idaho.

Filing Dates and Deadlines

You must submit your complete declaration of candidacy plus the filing fee or petitions by 5:00 pm (local time) on the last day of the candidate filing period. (§34-704, Idaho Code)

All deadlines are at 5:00 pm (local time).

Candidate Filing Period:

March 4, 2024 — March 15, 2024

Withdrawal Deadline

Primary Election: March 29, 2024

General Election: September 6, 2024

Filing Options

Partisan Candidates have two options when filing for placement on the Primary Election ballot:

1. Pay the filing fee

County Offices: \$40.00 filing fee

|
Or
|

2. Submit nominating petitions

County Offices: 5 valid signatures within the county or district

Independent Candidates must submit the required number of signatures to qualify for the General Election ballot:

County Offices: 5 valid signatures within the county or district

Completing the Declaration of Candidacy

When completing the Declaration of Candidacy, be sure to complete all fields and questions. Any incomplete or missing information may void your filing.

Section 1: Office Information

Enter one of the following county offices:

- Assessor
- Clerk
- Commissioner (include District)
- Coroner
- Prosecuting Attorney
- Sheriff
- Treasurer

Section 2: Political Party

Partisan candidates:

You must be a registered member of the political party you are running for. Check your voter registration at voteidaho.gov.

Independent candidates:

Select the "Independent candidate" checkbox.

Section 3: Candidate Information

When entering your Ballot Name, the following will **NOT** be allowed on the ballot:

- Nicknames that promote a particular political platform or are deemed offensive.
- Professional or military identifiers such as Dr., M.D., PhD., Esq., CPA, Captain, General, etc.

A phone number is required and will become publicly available upon request.

Section 4: Residential Address

- This **MUST** be a physical address. P.O. Boxes will not be accepted.
- If your residential address is the same as your mailing address, check the box at the bottom of this section.

Section 6: Homeowner's Exemption

If you or your spouse have claimed a Homeowner's exemption, list the address in this section.

Section 7: Campaign Finance

If your campaign finance contributions or expenditures exceed \$500, you **MUST** create a campaign finance account with the Idaho Secretary of State.

Visit sunshine.voteidaho.gov for more information.

Office Requirements

All county office requirements are listed below. Some offices have additional requirements, so make sure to review the requirements carefully. (§34-617 through §34-625A, Idaho Code)

Requirements for all county offices

- 21 years of age
- United States Citizen
- Reside within the county for 1 year by the date of the election

Additional requirements

County Commissioner

- Must reside within the district for 90 days by the date of the election
- Any petition signatures must be within the commissioner district

County Prosecuting Attorney

- Residence within the county must be at least 30 days by the date of the election
- Must be licensed to practice law within the State of Idaho



DECLARATION OF CANDIDACY COUNTY OFFICE

Candidate Filing Period:

March 4, 2024 — March 15, 2024

Office name

1

Filing for the office of _____

District (if applicable) _____

Term length: _____

Political party

Choose only one option.

2

☐ Constitution Party

☐ Democratic Party

☐ Independent Candidate

☐ Libertarian Party

☐ Republican Party

Or

NOTE: Partisan candidates must be registered with the selected political party.

NOTE: Independent candidates must be unaffiliated with any political parties.

Candidate information

Enter your name as it appears on your voter registration.

First name _____

Middle name _____

Last name _____

Suffix (if applicable) _____

Enter your name as you would like it to appear on the ballot.

3

Ballot name _____

NOTE: You may not use nicknames that promote a particular political platform or are deemed offensive. Professional or military identifiers (Dr., M.D., Ph.D., Esq., CPA, Captain, General, etc.) are also not allowed on the ballot.

Enter your phone number.

Phone number _____

Email address _____

NOTE: Your phone number is required and will become publicly available upon request.

Residential address

Must be a street address. P.O. Boxes are not allowed.

4

Address (not P.O. Box) _____

Unit/Apt # _____

City _____

State _____

Zip _____

☐ My mailing address is the same as my residential address. (If you check this box, then skip section 5)

Mailing address

Provide the address where you receive mail.

5

Address or P.O. Box _____

Unit/Apt # _____

City _____

State _____

Zip _____

Homeowner's exemption

If you or your spouse have claimed a homeowner's exemption, provide the address.

6

☐ I or my spouse have claimed a homeowner's exemption. (If no, proceed to section 7)

Address _____

Unit/Apt # _____

City _____

State _____

Zip _____

Campaign finance

Choose only one option.

7

☐ I have already created a Campaign Finance account and appointed a Treasurer.

Or

☐ If any campaign finance contributions or expenditures reach or exceed \$500, I will create a Campaign Finance account with the Idaho Secretary of State and appoint a Treasurer.

Signature

I, the undersigned, do hereby declare myself a candidate for the office entered above. I certify that I am either registered with the political party selected, or running independently and unaffiliated with any political party. I certify that I possess the legal qualifications to hold said office and that the information on this declaration is true and accurate.

8

I submit herewith either the statutory filing fee of \$40.00, or nominating petitions containing the statutory number of signatures of qualified electors.

Candidate, sign and date here (Required)

X

Date (mm/dd/yyyy) ____ / ____ / ____

Official Use Only

☐ Candidate residency verified.

☐ Filing fee submitted — **OR** — 5 qualified elector signatures with residency verified.

☐ District requirements verified.

☐ Homeowner's exemption verified (if applicable).

☐ Party affiliation verified.



PETITION FOR CANDIDACY COUNTY OFFICE

Candidate Filing Period:

March 4, 2024 — March 15, 2024

Office name

1

Filing for the office of _____

District (if applicable) _____

Term length: _____

Political party

Choose only one option.

2

☐ Constitution Party

☐ Democratic Party

☐ Independent Candidate

☐ Libertarian Party

☐ Republican Party

Or

NOTE: Partisan candidates must be registered with the selected political party.

NOTE: Independent candidates must be unaffiliated with any political parties.

Candidate name

3

Ballot name _____

NOTE: Enter the candidate's name as it will appear on the ballot.

Petition signatures

4

I, the undersigned, being a qualified elector of _____ County in the State of Idaho, do hereby certify and declare that I reside at the place set opposite my name, and that I join in the petition of the candidate for the party and office listed above to appear on the election ballot for which they qualify, and that each for himself says: I have personally signed this petition; I am a qualified elector of the County listed above and the State of Idaho and my residence address is correctly written after my name.

	Signature of Petitioner	Printed Name	Residence Address	Date Signed
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

Circulator Signature

5

I, _____, being first duly sworn say: That I am a resident of the State of Idaho and at least eighteen (18) years of age: that every person who signed this sheet of the foregoing petition signed his or her name thereto in my presence: I believe that each has stated his or her name address and residence correctly, that each signer is a qualified elector of the State of Idaho, and a resident of the county of _____.

Circulator, sign and date here (Required)

X	
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Date (mm/dd/yyyy) ____ / ____ / ____

Notary Use Only

State of Idaho

County of _____

This record was signed before me on _____,

by _____
Print name of signer(s)

Notary Signature _____

Notary Printed Name _____

My Commission Expires _____

Place Notary Seal Above

WHERE TO BEGIN

✓ Treasurer Appointment & Reporting



Once a candidate has raised or spent \$500, a candidate must create a campaign finance account and

begin reporting the campaign finances, including the sources and expenses for the first \$500.

The Declaration of Candidacy filed to run for office designates the candidate as the default political treasurer, for those who have not met the \$500 threshold, until an alternate is appointed.

FILING DEADLINES

10TH of each month in the year of the election

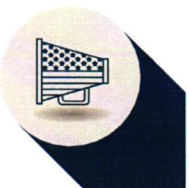
Annual report due January 10th following non-election years

\$50 FINE

each day after 48 hours late

Campaign Finance Laws
I.C. Title 67 Chapter 66

✓ Disclosures



All campaign material (signs, flyers, mailings, TV ads, etc.) require a disclosure statement.

For example: "Paid for by [candidate's name]."



COUNTY, CITY & LOCAL OFFICIALS

CAMPAIGN FINANCE

A GUIDE FOR CANDIDATES

REPORTING BASICS

All money raised or spent in relation to a campaign must be accounted for and tracked. This includes the use of the candidate's personal money.

✓ Where to Report

All candidates for all offices now report online via the Secretary of State's Campaign Finance Portal. The portal may be found at:



sunshine.voteidaho.gov

For local officials, all assistance, oversight and enforcement will be done by the County Clerk of the home county for the city, school or local district.



Remember: no one was ever fined for over-reporting

✓ Donation Limits

Maximum contribution is \$1,000 per individual, business* or political committee per election. Any single contribution of \$1,000 must be reported within **48 hours** of receipt.

*Businesses sharing controlling ownership may only contribute \$1,000 combined.

