#### OFFICE OF THE SECRETARY OF STATE

TOBIAS READ SECRETARY OF STATE

MICHAEL KAPLAN
DEPUTY SECRETARY OF STATE



#### **ARCHIVES DIVISION**

STEPHANIE CLARK
DIRECTOR

800 SUMMER STREET NE SALEM, OR 97310 503-373-0701

#### **NOTICE OF PROPOSED RULEMAKING**

INCLUDING STATEMENT OF NEED & FISCAL IMPACT

CHAPTER 165
SECRETARY OF STATE
ELECTIONS DIVISION

**FILED** 

09/12/2025 4:01 PM ARCHIVES DIVISION SECRETARY OF STATE

FILING CAPTION: Updates Filing Deadlines, Implements Legislative Changes in Candidates and Political Party Manuals

LAST DAY AND TIME TO OFFER COMMENT TO AGENCY: 10/24/2025 5:00 PM

The Agency requests public comment on whether other options should be considered for achieving the rule's substantive goals while reducing negative economic impact of the rule on business.

CONTACT: Coline Benson

255 Capitol St NE

Filed By:

503-986-1518

ste 126

Coline Benson

elections.sos@sos.oregon.gov

Salem, OR 97310

**Rules Coordinator** 

#### **HEARING(S)**

Auxiliary aids for persons with disabilities are available upon advance request. Notify the contact listed above.

DATE: 10/15/2025

TIME: 11:00 AM - 11:30 AM OFFICER: Coline Benson

REMOTE HEARING DETAILS

MEETING URL: Click here to join the meeting

PHONE NUMBER: 503-446-4951 CONFERENCE ID: 2582532584222

SPECIAL INSTRUCTIONS:

Passcode: jZ278se3

#### NEED FOR THE RULE(S)

This rule implements legislative mandates found in House Bill 4024 (2024), Senate Bill 166 (2025), Senate Bill 952 (2025), and House Bill 3908 (2025). The change in filing deadline for incumbent candidates seeking re-election for the same office pursuant to Section 17b of HB 4024 (2024) goes into effect on January 1, 2026. As such, this legislative change will be in effect for the 2026 election cycle and thereafter. SB 952 (2025) changes how vacancies in the US Senate are filed. The law requires the Governor to appoint a temporary Senator within 30 days, from the same political party as the Senator who left office and then hold a special election within 80 to 150 days. The rule explains how these requirements will be carried out so that candidates, voters, and elections officials understand the process. SB 166 (2025) clarifies candidates' eligibility for certain judicial positions by replacing the term "member" of the Oregon State Bar with "licensee". Further, HB 3908 (2025) updates the voter registration thresholds for major political parties. Finally, the updates to the manuals and associated forms reflect statutory changes, updated deadlines, and clarified processes with which candidates are required to comply.

House Bill 4024 (2024), Senate Bill 166 (2025), Senate Bill 952 (2025), and House Bill 3908 (2025) available online from the Oregon State legislature at https://olis.oregonlegislature.gov

#### STATEMENT IDENTIFYING HOW ADOPTION OF RULE(S) WILL AFFECT RACIAL EQUITY IN THIS STATE

This rule promotes racial equity. The terms of the rule and manuals promote racial equity by protecting against implicit bias and ensuring that the same guidelines and procedures apply consistently to all candidates, political parties and filing officers.

#### FISCAL AND ECONOMIC IMPACT:

The proposed amendments implement existing statutory deadlines and new deadlines from HB 4024 (2024). The proposed amendments also implement HB 3908 (2025), which increased party membership registration requirements for political parties to achieve major party status. New requirements also apply if a vacancy occurs in the US Senate: the Governor must appoint a temporary Senator within 30 days, and a special election must be held within 80 to 150 days. In addition, the proposed amendments implement SB 166 (2025) which clarified language regarding legal professionals regulated by the Oregon State Bar, it replaced the term "member" of the Oregon State Bar with "licensee" for certain judicial positions. The proposed amendments to this administrative rule do not create additional requirements beyond those found in statute, therefore the fiscal and economic impact of this rule to affected parties is expected to be minimal.

#### **COST OF COMPLIANCE:**

(1) Identify any state agencies, units of local government, and members of the public likely to be economically affected by the rule(s). (2) Effect on Small Businesses: (a) Estimate the number and type of small businesses subject to the rule(s); (b) Describe the expected reporting, recordkeeping and administrative activities and cost required to comply with the rule(s); (c) Estimate the cost of professional services, equipment supplies, labor and increased administration required to comply with the rule(s).

State Agencies, Local Governments, and Public Likely to be Economically Affected State agencies: Office of the Secretary of State, Elections Division is responsible for implementing the rules, updating manuals, forms, and processes. Staff time and costs are primarily administrative. The Elections Division anticipates the need to answer questions and assist candidates in understanding new filing deadlines created by section 9, Oregon Laws 2024, which may create an economic impact for the agency. Certain incumbent candidates will have an earlier filing deadline due to section 9, Oregon Laws 2024, which could create an economic impact for those candidates. The specific cost an individual candidate may bear depends on the facts of their unique situation and cannot be readily determined.

#### DESCRIBE HOW SMALL BUSINESSES WERE INVOLVED IN THE DEVELOPMENT OF THESE RULE(S):

Estimate of number and type of small businesses subject to the rule. The rule does not directly regulate small businesses. Small businesses may participate indirectly (e.g., printing companies contracted for ballot materials or vendors providing election supplies), but the rule itself imposes no new obligations on them. Expected reporting, recordkeeping, and administrative activities and cost. No reporting, recordkeeping, or compliance requirements are imposed on small businesses. Administrative impact falls only on election officials, not private entities. Cost of professional services, equipment, supplies, labor, and increased administration. No new costs are anticipated for small businesses. County election offices may see modest increases in administrative costs when conducting a US Senate special election, but these are state-mandated election costs and are not distributed to private businesses. The agency has determined that the proposed rule will not have a significant economic impact on small businesses. The rule primarily affects state and local election officials, candidates, and political parties, and any costs associated with implementing the rule are limited to standard administrative activities required to comply with existing statutory obligations.

AMEND: 165-010-0005

RULE SUMMARY: The changes to this rule and the associated manuals and forms implement House Bill 4024 (2024), Senate Bill 166 (2025), Senate Bill 952 (2025), and House Bill 3908 (2025). House Bill 4024 (2024) Section 17b changed the candidate filing deadline for incumbent public office holders. An incumbent seeking re-election for the same office must file their declaration of candidacy or nominating petition at least seven days before the applicable filing deadline for other candidates. Senate Bill 166 (2025) clarified language regarding legal professionals regulated by the Oregon State Bar, it replaced the term "member" of the Oregon State Bar with "licensee" for certain judicial positions. Senate Bill 952 (2025) empowers the Governor to quickly appoint a temporary US Senator from the same party as the predecessor, within 30 days and excluding self-appointment followed by a special election between 80 and 150 days later. House Bill 3908 (2025) increased the party registration requirement to be a major political party from five percent to 10 percent of registered voters. Additional changes were made throughout the manuals and filing forms to update filing deadlines and provide clarity for the various processes related to candidacy and political party filings.

#### **CHANGES TO RULE:**

#### 165-010-0005

Designating the Candidate's Manual, Minord Political Party Manuals and Forms ¶

- (1) The Secretary of State designates the State Candidate  $\frac{1}{5}$  Manual revised  $\frac{107}{20245}$  and associated forms as the procedures and forms to be used by candidates filing and running for a federal or state office as that term is defined in ORS 249.002(10).
- (2) The Secretary of State designates the County, City, and District Candidate's Manual revised 010/20245 and associated forms as the procedures and forms to be used by candidates filing and running for elected office in a county, city or district.¶
- (3) The Secretary of State designates the Political Party Manual revised 010/20245 and associated forms as the procedures and forms to be used to form a minor political party and nominate candidates for elective office. This manual also includes information on qualifying as a major political party and a party's obligation to file organizational documents.

Statutory/Other Authority: ORS 248.008, ORS 249.031, ORS 249.190, ORS 249.200, ORS 249.009, ORS 249.205, <del>ORS 249.215, ORS 249.720, ORS 249.722, ORS 249.842, ORS 251.012, ORS 251.014, ORS 260.345, ORS 246.150, ORS 249.037, ORS 249.046, ORS 249.170, ORS 249.180, ORS 251.065, ORS 251.255, Oregon Constitution, Article IV, Section 15, ORS 249.740, ORS 249.865, ORS 249.875, ORS 248.015, ORS 248.023, ORS 254.548, ORS 255.295, ORS 255.345, SB 166 (2023)51.065, ORS 251.255, ORS 254.548, HB 30734019 (2023), SB 585 (2023), ORS 246.150, Electoral Count Reform and Presidential Transition Improvement Act4), ORS 249.021, HB 401924 (2024), ORS 248.370</del>

Statutes/Other Implemented: ORS 248.008, ORS 249.009, <u>ORS 249.215</u>, <u>ORS 249.037</u>, <u>ORS 249.046</u>, <u>ORS 249.170</u>, <u>ORS 249.180</u>, Oregon Constitution, Article IV, Section 15, ORS 249.740, ORS 249.865, ORS 249.875, ORS 248.015, ORS 248.023, ORS 254.548, ORS 255.295, ORS 255.345, <u>SB 166 (2023) Electoral Count Reform and Presidential Transition Improvement Act, HB 4019 (2024), ORS 248.370, ORS 249.021, ORS 249.002, ORS 248.017, HB 30734024 (20234), SB 585166 (2025), HB 3908 (20235), HSB 4019166 (20245), ORS 248.370SB 952 (2025)</u>

RULE ATTACHMENTS MAY NOT SHOW CHANGES. PLEASE CONTACT AGENCY REGARDING CHANGES.

Published by

Elections Division 255 Capitol St NE, Suite 126 Salem, OR 97310-0722 503 986 1518 fax 503 373 7414 tty 1 800 735 2900 www.oregonvotes.gov Adopted by

Oregon Administrative Rule No. 165-010-0005



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# **Using This Manual**

This manual explains the procedures and requirements for candidates for public office.

State offices. Elections Division of the Secretary of State's Office ("Elections Division") is the filing officer for state candidates.

Local offices. County clerks are the filing officers for county candidates. County clerks are also the filing officers for district candidates; the appropriate clerk is the clerk of the county where the district administrative office is located. City elections officials are the filing officers for city candidates. See the County, City and District Candidates Manual if filing for a local office.

#### **Icons**

The following icons used in this manual are to emphasize information:



#### alert icon

indicates alert; warning; attention needed



indicates additional information



#### deadline icon

indicates a deadline



#### petition sheet icon

indicates a reference to a signature sheet



#### form icon

indicates a reference to a form



#### search icon

indicates information located elsewhere

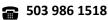


secure web-based electronic reporting

# Help

For help, please contact:

**Elections Division** 255 Capitol St NE Suite 126 Salem OR 97310



fax 503 373 7414

 ✓ elections.sos@sos.oregon.gov
 www.oregonvotes.gov

**1** 866 673 8683

se habla español

tty 1 800 735 2900 for the hearing impaired

# **Getting Started**

#### **ORESTAR**

ORESTAR is the Secretary of State's secure web-based electronic reporting system for candidate filing, voters' pamphlet filing, and all campaign finance reporting.

# **Campaign Finance Reporting**

Oregon campaign finance law may require candidates to establish a campaign account, file a Statement of Organization designating a candidate committee and file contribution and expenditure transactions with the Elections Division.

For further details on campaign finance reporting requirements, review:



The Campaign Finance Manual, and the ORESTAR User's Manuals available at www.oregonvotes.gov.

# **Deadlines to File for Public Office**

All candidacy filings must be delivered to and actually received at the office of the designated filing officer not later than 5:00:00 pm on the applicable filing deadline. Any applicable filing fees must also be received not later than 5:00:00 pm on the applicable filing deadline. When a person chooses to submit signatures in lieu of paying the filing fee, they may be subject to earlier deadlines to guarantee the filing officer will have sufficient time to verify the signatures before 5:00:00 pm on the applicable filing deadline.

Section 17b of House Bill 4024 (2024) changed the candidate filing deadline for incumbent public office holders. An incumbent seeking re-election to the same office must file their declaration of candidacy or nominating petition at least seven days before the applicable filing deadline for non-incumbent candidates. Incumbent candidates that were appointed to the position they are seeking election to are subject to the same filing deadline as non-incumbent candidates.

See Filing Requirements for Partisan Office on page 9 for a list of filing deadlines and fees.

See Filing Requirements for Nonpartisan Offices on page 17 for a list of filing deadlines and fees.

# **Types of Public Office**

There are two types of public offices in Oregon, partisan, and nonpartisan. Any person can run for a partisan or nonpartisan office if they meet the requirements of the office and are registered to vote.

#### **Partisan Offices**

Candidates for partisan office may run as the nominee of a major or minor political party or as nonaffiliated candidates. Major party candidates must win the primary election, in order to then run in the general election. Minor party and nonaffiliated candidates qualify for the ballot without running in the primary election; they first run for office at the general election.

#### Partisan offices include:

US President, US Senator, US Representative, Governor, Secretary of State, State Treasurer, Attorney General, State Senator, and State Representative.

#### **Nonpartisan Offices**

Candidates for nonpartisan office do not run as the nominee of a political party. All candidates for nonpartisan office must run in the primary election. This office can be won at the Primary Election, see ORS 249.088 for further details.

#### Nonpartisan offices include:

Commissioner of the Bureau of Labor and Industries (Labor Commissioner), Judge (Supreme Court, Court of Appeals, Tax Court, Circuit Court), and District Attorney).

# **Qualifications for Public Office**

The qualifications for public offices differ depending on the office. Before filing, the candidate should review the constitutional and statutory requirements for the office sought.



The qualifications for most state offices are provided on page 8-page 9 and page 18-page 17.

# Filing Methods for Public Office

#### **Primary Election**

Major party candidates for partisan office, and candidates for all nonpartisan offices must file for the **primary** election.

To file for the primary election, candidates must complete and submit one of the following:

- 1 the candidate filing online through ORESTAR and pay the required filing fee, if any;
- See the ORESTAR User's Manual: Candidacy Filing for instructions on filing electronically.
- 2 Form SEL 101 Candidate Filing Major Political Party or Nonpartisan and pay the required filing fee, if any;
- 3 Form SEL 101 Candidate Filing Major Political Party or Nonpartisan and a nominating petition containing the required number of valid signatures.
- 4 Form SEL 101 Candidate Filing Major Political Party or Nonpartisan and paying the filing fee, while the candidate also attempts to gather the required number of valid signatures on a nominating petition. This is known as filing a "prospective" petition. If the candidate then submits already verified nominating petition containing the required number of valid signatures by 5:00:00 pm on the filing deadline, the filing fee will be refunded.
- A prospective petition may be filed at any time; however, signatures should be submitted in sufficient time to allow for signature verification process to be completed prior to 5:00:00 pm on the candidate filing deadline of March 12, 2024. See the Filing Requirements section for a list of filing fees and the deadline to submit completed forms.
- In most cases, candidates nominated at the primary election automatically move forward to the general election ballot. However, there are some offices that may be elected at the primary election, in which case the candidate would not be printed on the general election ballot. ORS 249.088

#### **General Election**

Candidates who are nominated by a Minor Party, and candidates who are not a member of any political party, must file for the general election.

Candidates are nominated by a Minor Party if the minor party submits a completed notarized Form SEL 110 Candidate Filing - Minor Party.

Nonaffiliated candidates who are not a member of any political party can run for office by:

- → Completing and submitting Form SEL 114 Candidate Filing Individual Electors; or
- → Holding an Assembly of Electors and submitting Form SEL 115 Candidate Filing Assembly of Electors.
- Both Individual Electors and the Assembly of Electors processes are outlined in this manual on pages 1112-14.

# **Submitting Forms and Documents**



Any required signature sheets must be personally delivered or mailed to the Elections Division.

With the exception of petition signature sheets, completed and signed forms or documents may be:

- → scanned and emailed to Elections Division at elections.sos@sos.oregon.gov;
- → faxed to 503 373 7414; or
- → mailed or personally delivered to 255 Capitol St NE, Ste 126, Salem, OR 97310.



The Elections Division will send most correspondence via email unless specifically required to be sent via the US Postal Service.

# **Multiple Nominations to Public Office**

In Oregon, candidates running for partisan office maycan be nominated by multiple political parties. Candidates nominated by more than one party or by other nominating processes may select up to three parties or designations to be printed with their name on the general election ballot.

A candidate may designate the order in which the parties or designations will be listed, with two exceptions:

- → If a political party nominates one of its members for a partisan office, that party will be listed first, followed by no more than two additional parties.
- → If individual electors or an assembly of electors nominate a nonaffiliated candidate, "nonaffiliated" will be listed first, followed by no more than two additional parties. When selecting political parties or other designations the following rules apply:

	Candidate is nominated by	Information and default order listed on ballot
ır of party	Party of which candidate is a member	The ballot lists this party first, followed by two or fewer additional parties in alphabetical order. The candidate may specify a different order for the additional parties.
Member of Member	Party of which the candidate is not a member	The ballot lists three or fewer parties in alphabetical order. The candidate may specify a different order. If more than three parties nominate the candidate, the candidate may choose which appear.
affiliated with any political party	Individual Electors or Assembly of Electors	The ballot lists "nonaffiliated" first, followed by two or fewer parties in alphabetical order. The candidate may specify a different order for the parties. If more than two parties nominate the candidate, the candidate may choose which appear.
Not affiliatec political	Any political party	Three or fewer parties are listed in alphabetical order. If more than three parties nominate the candidate, the candidate may choose which appear.

# **Running for a Partisan Office**



Failure to follow the instructions contained in this manual may invalidate the nominationfiling.

Major party candidates in a primary election must complete their candidacy filing in ORESTAR or by submitting a paper form. They must also either pay the filing fee or submit signatures in lieu of paying the filing fee.

Minor party or nonaffiliated candidates in the general election must file paper forms.



See Filing Requirements for Partisan Office on page 9 for a list of filing fees and the deadline to submit completed forms.



Candidates for US President have additional filing requirements. See page 10 for filing instructions.



A person may only file for one lucrative office to be filled at the same election. All filings are invalid unless the person has withdrawn from any previous filing. ORS 249.013

An office is considered lucrative if a salary or other compensation beyond expenses is attached to it; it is created by statute or the constitution; its holder exercises part of the sovereign power of government; it is a matter of public concern; and the position is not temporary or intermittent.



A major political party candidate who failed to receive their party's nomination at the primary election may not be the candidate of any other political party or become a nonaffiliated candidate for the same office at the general election. ORS 249.048

A candidate must be nominated to appear on a general or special election ballot. There are four paths to nomination:

- → A candidate receives the nomination of a major political party by winning its primary election;
- → A recognized minor political party nominates the candidate at a nominating convention held in accordance with party bylaws and state law;



In this manual nominating convention has the meaning of a formally noticed gathering of a minor political party (open to its members or their delegates) called for the purpose of nominating candidates and conducting other party business.

- → Individual electors nominate the candidate by signing a petition containing the required number of valid signatures; **or**
- → An "assembly of electors" holds a convention to nominate the candidate and files assembly minutes containing the required number of valid signatures.

This manual describes each of these paths in more detail below.

# **Qualifications for Partisan Office**

All Candidates must be US citizens and registered voters

Office	Minimum Age	Residency and Citizenship Reqs.	Term of Office	Special Requirements	Filling Vacancies During the Term
President US Const, Art II, §1 US Const, Am- XXIII	35	Must be a natural born citizen residing in the US 14 years before the election	4 years	May serve two terms	Succession order: Vice President; Speaker of the House; others https://www.archives.gov/fo unding-docs/constitution- transcript
US Senator US Const-, Art- I, §3 US Const, Art II, §1 ORS 188.120	30	Must be a US citizen for 9 years before the election and an inhabitant of Oregon at election time	6 years		A special election is held to fil vacancies during the term.
US Representative US Const, Art-I, §2 US Const, Art II, §1 ORS 188.120	25	Must be a US citizen for 7 years before the election and an inhabitant of Oregon at election time	2 years		A special election is held to fil vacancies during the term.
Governor  OR Const, Art V, §1  OR Const, Art V, §2  OR Const, Art V, §7  OR Const, Art V, §88	30	Must be a US citizen and a resident of Oregon for 3 years before the election	4 years	May serve up to 8 years in any 12-year period	Succession order: Secretary of State; State Treasurer; President of the Senate; Speaker of the House
Secretary of State OR Const, Art VI, §1 OR Const, Art- V, §16	18	Must be a resident of Oregon	4 years	May serve up to 8 years in any 12-year period	Governor appoints a qualified placeholder until the next general election
State Treasurer OR Const, Art VI, §1 OR Const, Art-V, §16	18	Must be a resident of Oregon	4 years	May serve up to 8 years in any 12-year period	Governor appoints a qualified placeholder until the next general election
Attorney General OR Const, Art. V, §16 ORS 180.020 ORS 180.040	18	Must be a resident of Oregon	4 years		Governor appoints a qualified placeholder until the next general election
State Senator OR Const, Art IV, §4 OR Const, Art IV, §8 OR Const, Art IV, §15 ORS 171.051	21	Must be a US citizen and an inhabitant of the district 1 year prior to election	4 years	To be eligible for the term immediately following their current term, must not have 10 or more unexcused absences from legislative floor sessions during a regular or special legislative session.	County governing body appoints a qualified person from party nominees
State Representative OR Const, Art IV, §4 OR Const, Art IV, §8 OR Const, Art IV, §15 ORS 171.051	21	Must be a US citizen and an inhabitant of the district 1 year prior to election	2 years	To be eligible for the term immediately following their current term, must not have 10 or more unexcused absences from legislative floor sessions during a regular or special legislative session.	County governing body appoints a qualified person from party nominees https://www.oregonlegislature.gov/bills_laws/ors/ors171.html

# Filing Requirements for Partisan Office

All filings and an accompanying payment of fees or verified signatures required to be filed, must be delivered to, and actually received at the office of the designated officer not later than 5:00:00 pm of on the day the document or fee is dueapplicable filing deadline.

Office		Major Party	Minor Party	Individual	Assembly of
		Fee or Required Signatures		Electors	Electors
First Day to File		September <u>1411</u> , <del>2023</del> <u>2025</u>	June <u>3</u> 5, <del>202</del> 4 <u>2026</u>	June <u><del>5</del>3</u> , 202 <u>6</u> 4	June <del>5</del> <u>3</u> , <del>202</del> 4 <u>2026</u>
Last Day for Candid (other than Elected In		March 10, 2026	August 25, 2026	August 25, 2026	August 25, 2026
Last Day for Electe Candidates to File	d Incumbent	March 3, 2026	August 18, 2026	August 18, 2026	August 18, 2026
D Last Day to File		March 12, 2024	August 27, 2024	August 27, 2024	August 27, 2024
Last Day to Withdr	aw	March 1 <u>3</u> 5, 202 <u>6</u> 4	August <del>30</del> 28, <del>202</del> 4 <u>2026</u>	August <del>30</del> 28, <del>202</del> 4 <u>2026</u>	August <del>30</del> <u>28</u> , <del>202</del> 4 <u>2026</u>
Last Day for Candio Submit Signatures Guaranteed Verific (other than Elected In	for ation	<u>February 24, 2026</u>	N/A	August 11, 2026	August 11, 2026
Last Day for Electe Candidates to Subi for Guaranteed Ve	mit Signatures	<u>February 17, 2026</u>	N/A	August 4, 2026	August 4, 2026
Last Day to Submit for Guaranteed Ve	-	February 27, 2024	N/A	August 13, 2024	August 13, 2024
If 100% of the signatures so candidate w	ne required sign they can be used they can be used they can be used to be required to the requ	atures are submitted by the sed as payment. Signatures d to pay the fee instead.			•
If 100% of the signatures so candidate we see or Signature Re	ne required sign they can be us ould be require quirements:	sed as payment. Signatures	filed after this date ma	ay not be verified by the	filing deadline and the
If 100% of the signatures so candidate w	ne required sign to they can be used they can be used they can be used they can be used to be used	candidate submits 6,000 candid			•

	each of Oregon's congressional districts.			
US Representative ORS 249.068 (1)	Fee: \$100 or  Petition: The lesser of either 1,000 signatures or 2% of the number of votes cast in the district for the candidates of that major political party for presidential electors at the last presidential election.  1,000 signatures from members of the candidate's same political party.	Nominating convention held in accordance with party bylaws and state law	Number of signatures equal to 1% of the number of votes cast in the district for president 4,749 signatures ORS 249.740	500 signatures obtained at a nominating convention held in one place, at one time, during a 12-hour period
State Senator or Representative ORS 249.068 (2)	Fee: \$25 or Petition: The lesser of either 500 signatures or 2% of the number of votes cast in the district for the candidates of that major political party for presidential electors at the last presidential election. 500 signatures from members of the candidate's same political party.	Nominating convention held in accordance with county bylaws and state law	Number of signatures equal to 1% of the number of votes cast in the district for president 791 signatures ORS 249.740	250 signatures obtained at a nominating convention held in one place, at one time, during a 12-hour period
State Representative ORS 249.068 (2)	Fee: \$25 or  Petition: Signatures must be from members of the candidate's same political party.  438 signatures for Democratic Party 317 signatures for Republican Party	Nominating convention held in accordance with party bylaws and state law	<del>396 signatures</del> <del>ORS 249.740</del>	250 signatures obtained at a nominating convention held in one place, at one time, during a 12-hour period

# **President**

ORS 248.355-380, OAR 165-025-0100, OAR 165-025-0110, OAR 165-025-0120, OAR 165-025-0130

Under the US Constitution, voters do not vote directly for presidential candidates in the general election. Instead, they vote for the members of the Electoral College, a body of electors who meet to choose the next President and Vice President. Oregon voters who vote for President and Vice President in the general election are choosing Oregon's representatives in the Electoral College. Each political party that nominates candidates appoints electors who sign a pledge to vote for that party's candidates. Names of the selected candidates for elector must be submitted to the Secretary of State no later than the 70th day before the election of electors, August 27, 2024. ORS 248.355 (2)



The Electoral College convenes on the first Tuesday after the second Wednesday in December after a presidential election, December 17, 2024.

Voters who vote for major party presidential candidates in a primary election are also not voting for the candidates directly. Instead, they are expressing their preference for candidates to be considered at the party's national nominating convention. Each major party selects convention delegates from Oregon in proportion to the preferences of the primary voters. State law binds the delegates to follow the preferences of the primary voters they represent unless and until certain conditions occur. See ORS 248.355.

### **Ballot Access for Presidential Candidates**

Candidates gain access to the ballot to run for President and Vice President in the following ways.

# **Major Political Party Candidates**

ORS 249.078

Oregon voters who are registered as members of a major political party select their preferred candidates for President at Oregon's primary election. Thereafter, the major political parties select their presidential nominees, generally from the candidates nominated by state caucuses or state primary elections nationwide. The major political parties generally select candidates for Vice-President after selecting a presidential nominee.

#### **Primary Election Ballot**

Major party presidential candidates do not submit a declaration of candidacy or pay a filing fee in order to appear on the primary election ballot. These candidates have two paths to the primary election ballot:

(1) the Secretary of State places candidates on the primary election ballot if the Secretary determines their candidacy is generally advocated or is recognized in national news media, or

(2) candidates can file a nominating petition.



To file by petition, each candidate must file a completed nominating petition containing the required number of valid signatures. The candidate must collect at least 6,000 signatures from active members of the relevant major political party; this must include 1,000 signatures from each of Oregon's congressional districts.



A candidate can gather and submit signatures at any time before the March 12, 2024, filing deadline. However, to guarantee signature verification before the filing deadline, candidates should submit signatures on or before February 27, 2024.

To file a nominating petition, candidates must complete and submit the SEL 101 Candidate Filing - Major Political Party or Nonpartisan form and select the "prospective petition" option on the form.

#### **General Election Ballot**

Major party candidates for President and Vice-President gain access to the ballot after receiving the nomination of their party.



# **Minor Political Party Candidates**

ORS 249.705

Minor political parties nominate presidential candidates at nominating conventions that comply with party bylaws and state law. Those candidates then appear on the general election ballot.

Candidates that are nominated by a recognized minor political party must complete and file:



Form SEL 110 Candidate Filing — Minor Political Party with a notarized Candidate Nomination Certificate executed by a party officer.

### **Nonaffiliated Candidates**

ORS 249.720, 249.35 and 249.740

Nonaffiliated candidates for the offices of President and Vice President may be nominated to appear on the general election ballot by either submitting signatures from Individual Electors or from an Assembly of Electors. Before obtaining any signatures, the chief sponsor of the Individual Electors nominating petition, or the presiding officer of the Assembly of Electors must receive written approval to circulate. Candidates can begin the signature sheet approval process before the first day to file as a candidate for the general election.

#### **Individual Electors**



The chief sponsor of a nominating petition by Individual Electors must file Form SEL 114 Candidate Filing – Individual Electors.

The required number of signatures from Individual Electors is 1% of the number of votes cast in the state for all candidates for presidential electors at the most recent presidential election.

Form SEL 114 Candidate Filing – Individual Electors must be completed, signed and submitted for all candidates. Candidates include President, Vice President and 8 members of Electoral College.



See the Individual Electors process on page 13 for the remaining steps in filing for office using this method.

Of

#### **Assembly of Electors**



The presiding officer of an Assembly of Electors must file Form SEL 115 Candidate Filing – Assembly of Electors.

The presiding officer must submit 1,000 signatures obtained at a nominating convention held on a single day during a single 12 hour period. The assembly can be held any time between June 5, 2024, and August 13, 2024.

Form SEL 115 Candidate Filing – Assembly of Electors must be completed, signed and submitted for all candidates. Candidates include President, Vice President and 8 members of Electoral College.



See the Assembly of Electors process on page 13 for the remaining steps in filing for office using this method.

# **Partisan Offices**

# **Major Political Party Candidates**

Most major political party candidates may file for partisan office by submitting a declaration of candidacy and paying the filing fee or by submitting a completed nominating petition containing the required number of valid signatures.



Major political party candidates must have been registered to vote as a member of that political party by September 14, 2023. Exceptions are allowed if the candidate's registration is inactive or the candidate will turn 18 between September 14, 2023, and March 12, 2024. ORS 249.046

#### **Party Membership Required for Nomination**

Major political party candidates must be registered to vote as a member of that political party 180 days before the deadline for filing a nominating petition or declaration of candidacy. Exceptions are allowed if the candidate's registration is inactive, or the candidate will turn 18 within the period of 180 days. ORS 249.046



The deadline to register as a member of the major political party is September 11, 2025. \* \*An incumbent seeking re-election to the same office must register with the major political party by September 4, 2025. Incumbent candidates that were appointed to the position they are seeking election to are subject to the same filing deadline as non-incumbent candidates.



A major political party candidate on the primary election ballot who is not nominated to the general election may not be the candidate of any other political party or become a nonaffiliated candidate for the same office at the general election. ORS 249.048

# Filing by Fee

ORS 249.056

or

Only candidates who file in a primary or special election may file their candidacy by fee.

Candidates may file in two ways:



RESTAR online through ORESTAR. See the ORESTAR User's Manual: Candidate Filing.



by completing form SEL 101 Candidate Filing – Major Political Party or Nonpartisan.

# **Filing by Nominating Petition**

ORS 249.008, 249.020, 249.031, 249.035, and 249.061-249.076

A candidate may submit petition signatures instead of paying a filing fee.

Generally, aAll signatures must be of active registered voters within the district and from members of the same major political party as the candidate. There is an exception for an election after a change in boundaries due to reapportionment. In that case, signatures collected for the offices of US Representative, State Senator, and State Representative do not need to be collected from a particular district.



See the Filing by Prospective Petitions Requirements and Guidelines section on pages 2624-3129 for the remaining steps in filing for office using this method.



Forms are available online at www.oregonvotes.gov.

# **Minor Political Party Candidates**

ORS 249.705

Minor political parties may nominate candidates for any partisan office in a general or special election, including federal and state offices, as long as the party has been established within the electoral district and maintains the necessarymeets ongoing requirements to be amaintain status as a minor political party. A minor political party must qualify as a minor political party statewide to nominate candidates for statewide or national offices, including US President, US Senator,

US Representative, Governor, Secretary of State, State Treasurer, or Attorney General.

Minor political party candidates do not appear on the primary election ballot.



Contact the Elections Division for a list of recognized minor political parties in Oregon and the districts in which they are established or visit www.oregonvotes.gov

A minor political party nominates candidates, including candidates for US President, by convening a nominating conventions that comply complies with party bylaws and state law. Candidates that are nominated by a recognized minor political party complete and file the following form with the Elections Division:



SEL 110 Candidate Filing – Minor Political Party with a notarized the Candidate Nomination Certificate executed by a party officer and notarized.

## **Nonaffiliated Candidates**

Candidates who are not members of any political party may file for partisan office in a general or special election in two ways: (1) by submitting a completed Individual Electors nominating petition containing the required number of valid signatures, or (2) by holding an Assembly of Electors and filing the assembly minutes that contain the required number of valid signatures of active Oregon voters.

Nonaffiliated candidates for partisan office do not appear on the primary election ballot.

The name of a candidate nominated to the ballot through either the Individual Electors or Assembly of Electors process will appear on the general or special election ballot with the designation of nonaffiliated.



To qualify for nomination by Individual Electors, or to conduct an Assembly of Electors, the candidate must be registered to vote as a nonaffiliated voter at least 180 days before the deadline for filing the certificate of nomination, February 26, 2026. \*as of February 29, 2024. ORS 249.720 \*An incumbent seeking re-election to the same office must register to vote as nonaffiliated voter by February 19, 2026. Incumbent candidates that were appointed to the position they are seeking election to are subject to the same filing deadline as non-incumbent candidates.

## Individual Electors

ORS 249.740

To be nominated by individual electors, a candidate must submit the required number of valid signatures from active Oregon registered voters in the district where the candidate is running for office. If the boundaries of a district changed due to reapportionment, candidates running in that district may collect signatures from any active registered voter in Oregon.



Candidates may begin collecting signatures before the first day to file candidacy for the general election.

Before obtaining signatures, candidates must file form SEL 114 Candidate Filing – Individual Electors, select the "prospective petition" option on the form, and designate the petition circulators' pay status. See Filing by Prospective Petition Requirements and Guidelines on pages 26-3124-29.



The Elections Division will provide signature sheet templates for candidates filing by individual electors' process. The templates will include the petition number, candidate name, name of office for which the candidate is running, the election for which the candidate is filing, and the district or position number.



# **Assembly of Electors**

ORS 249.735-249.737

An Assembly of Electors is a nominating convention of active Oregon registered voters who gather in one place, on a single day during a single 12-hour period. A presiding officer conducts the assembly, and the assembly secretary records nominations in the minutes. The minutes also include the signatures of the assembly participants. Those signatures are submitted to the Elections Division.



The presiding officer must coordinate the date, time, and place of the assembly with the Elections Division, so elections staff can attend and supervise the nominating convention.

The assembly process can begin before the first day to file candidacy for the general election. However, candidates should hold an assembly at least 10 business days before the candidate filing deadline to allow for signature verification to be completed prior to 5:00:00 pm on the candidate filing deadline. Candidates whose signatures are not verified by the filing deadline will not appear on the ballot.



See the Filing Requirements section for a list of required signatures and the deadline to submit completed forms.

The assembly process can begin before the first day to file candidacy for the general election. However, candidates should hold an assembly by August 13, 2024. Holding an assembly on or between June 5, 2024, and August 13, 2024 allows enough time for the Elections Division to verify signatures before the August 27, 2024 candidate filing deadline. Candidates whose signatures are not verified by the filing deadline will not appear on the ballot.

#### 1 File a Prospective Petition



The candidate or presiding officer must file fForm SEL 115 Candidate Filing – Assembly of Electors, leaving Assembly of Electors portion on the second page of the form blank, that portion will be completed after the assembly is conducted.

Only the candidate should sign the form.

#### 2 Receive Approval to Schedule the Assembly

If the form is complete, the Elections Division will give written approval to schedule the Assembly of Electors.

### **32** Determine the Logistics for the Assembly

The candidate or presiding officer must coordinate with the Elections Division to:

- → Determine a mutually convenient time to conduct the assembly
- → Review assembly requirements.

### 3 Receive Approval to Schedule the Assembly

If the form is complete, the Elections Division will give written approval to schedule the Assembly of Electors.

## 4 Publish a Notice of Assembly

Next, the candidate or presiding officer must publish a notice of Assembly the Assembly of Electors at least once, in at least three newspapers of general circulation in the electoral district for which the assembly will nominate a candidate.

The notice must contain:

- → The time and place of the assembly;
- → The office or offices for which nominations will be made; and
- → The names and addresses of at least 25 active registered voters who want to have the assembly and who are eligible to participate.



Before publishing the notice, the candidate or presiding officer must submit the 25 names to the Elections Division to confirm that they are active registered voters.

#### 5 File the Notice of Assembly

To receive final approval to convene the assembly, the candidate or presiding officer must file a copy of the published notice with the Elections Division.



The candidate or presiding officer must publish the notice and file it with the Elections Division no later than ten days before the nominating convention. ORS 249.735(3).



If the published notice is not filed on time or does not meet the requirements described above, the Assembly of Electors will be cancelled. The candidate or presiding officer may reschedule the assembly in coordination with the Elections Division and may hold the assembly once all the requirements are met.

#### 6 Get Affidavits to Prove the Notice was Published

The candidate or presiding officer must get an affidavit from each of the newspapers where the notice is published, to prove that the notice was published as required. Each affidavit should attach a copy of the notice and be signed by one of the following:

- → the newspaper's owner; or
- → the newspaper's editor; or
- → the newspaper's publisher; or
- → the newspaper's manager; or
- → the newspaper's advertising manager; or
- → the principal clerk of the owner or editor or manager; or
- → the newspaper's printer or the printer's foreperson.



The candidate or presiding officer should *not* submit the affidavit with the filed notice. They should keep it and submit it to the Elections Division when they file the completed petition after the Assembly of Electors. ORS 249.735 (4)

### 7 Receive Approval to Hold the Assembly

Once the candidate or presiding officer files a copy of the published notice (see Step 5, above), the Elections Division will review it for completeness. If complete, the Elections Division will give approval, in writing, to hold the Assembly of Electors. The approval document will include:

- → the petition number; and
- → the number of required signatures; and
- → the filing deadline; and
- → a signature sheet template, to use for gathering signatures.

### 8 Hold the Assembly of Electors

The presiding officer is advised to invite more than the required number of participants, to ensure that the minutes include enough valid signatures from active voters. After starting the assembly, the presiding officer must explain that:

- → the nominating convention is held in one day in one location and must be completed within twelve-12 hours or the process must begin again;
- → the assembly participants must be active registered voters in the electoral district(s) for which the assembly is nominating a candidate(s);
- → the assembly may only nominate candidates for offices published in the notice;
- → the candidate who receives the highest number of votes for an office will be the assembly's nominee for that office;
- → only assembly participants who are active registered voters may sign the signature sheets;
  and



→ once the required number of active registered voters are present to participate, they must remain in the assembly until candidates have been nominated, signature sheets are signed, and the convention is adjourned.

### 9 Filling a Vacancy in Nomination(s)

If a vacancy in nomination occurs, it may be filled in either one of the following ways:

- → The presiding officer may reconvene the assembly following the same rules as the original assembly. or
- → The original assembly must vote to appoint the committee to whom the assembly will delegate the authority to fill vacancies. A committee designated by the original assembly may select a nominee to fill the vacancy. The assembly is considered the same assembly if the presiding officer and secretary are the same as during the original assembly. The committee only has the authority to select a nominee to fill the vacancy if the petition has the required number of signatures.

The presiding officer, or the committee, must file with the Elections Division a certificate of nomination designating the nominee to fill the vacancy.

#### 10 Adjourn the Assembly of Electors

After the assembly has completed the nomination process and selected the committee to fill vacancies, if any, the assembly is adjourned. The Elections Division collects all completed signature sheets and stamps each sheet under the last signature line signed to ensure no additional signatures are added. The signature sheets will be returned to the presiding officer.

#### 11 Complete the Petition, Signature Verification

To complete the petition process the candidate or presiding officer must submit to the Elections Division:



Notarized form SEL 115 Candidate Filing – Assembly of Electors with the Certificate of Nomination executed by the presiding officer and secretary of the assembly;



The Certificate of Nomination may be executed and notarized on a copy of the SEL 115 originally submitted. If executed and notarized on a new SEL 115 all sections of the form must be completed in their entirety.

- → signature sheets that contain at least 100% of required number of signatures;
- → proof of published notice affidavit(s).

The Elections Division must receive signature sheets for verification at least 10 business days before the candidate filing deadline to allow for signature verification to be completed prior to 5:00:00 pm on the candidate filing deadline. Candidates whose signatures are not verified by the filing deadline will not appear on the ballot. See the Filing Requirements section for the deadline to submit completed documents.

no later than August 13, 2024, to ensure sufficient time for the verification process to be completed prior to 5 pm on the filing deadline of August 27, 2024. Candidates are advised that signature sheets received after August 13, 2024, might not be processed in time for the candidate to be printed on the ballot.



The Elections Division verifies the original signatures against the voters' registration record.

#### 12 Signature Tally

The Elections Division tabulates the number of valid signatures contained on the accepted signature sheets and notifies the candidate and presiding officer of the final tally.

# **Nonpartisan Office**

# **Candidates for Nonpartisan Office**

The Elections Division is the filing officer for all statewide nonpartisan offices, as well as the offices of Judge of the Circuit Court, and District Attorneys. The procedures for filing for nonpartisan office are explained in the following sections. Please review the procedures thoroughly and follow the instructions completely.



Failure to follow the instructions contained in this manual may invalidate the nominationfiling.

Candidates for nonpartisan office in the primary election must file their candidacy:



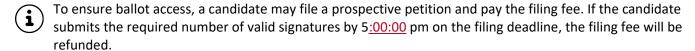
STAR online through ORESTAR. See the ORESTAR User's Manual: Candidate Filing.

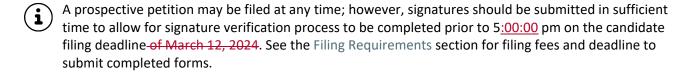




by completing the Form SEL 101 Candidate Filing – Major Political Party or Nonpartisan.

See Filing Requirements for Nonpartisan Offices on page 197 for the filing fees and candidacy filing deadlines.





# **Nomination and Election**

ORS 249.088 and 249.091

In some circumstances, nonpartisan candidates may be elected at the primary election, without running in the general election.

In general, nN onpartisan candidates may be elected at the primary when they receive the majority of the votes cast. There are two exceptions:

- → When an office is on the ballot to fill a vacancy, and the office would not have been on the ballot in that year except for the vacancy, or
- → When the office, by law, must be elected at the general election.
- Offices that must be elected at the general election only appear on the primary election ballot if three or more candidates file for the office. If one of the candidates receives a majority of the votes at the primary, that candidate will appear on the general election ballot. If none of the candidates receives a majority of the votes at the primary, the two candidates with the most votes will appear on the general election ballot. When only one or two candidates file for an office that must be elected at the general election, those candidate(s) will not appear on the primary ballot but will appear on the general election ballot for that office.



Candidates must file no later than the filing deadline for the primary election, even if the office will only appear on the general election ballot.

# **Qualifications for Nonpartisan Candidates**

All Candidates must be US Citizens and Registered Voters

Office	Age	Residency	Term of Office	Special Requirements	Vacancies
Commissioner of the Bureau of Labor and Industries	18	Must be a citizen of Oregon and a resident of Oregon for 5 years before the election ORS 651.030	4 years ORS 651.030		Governor appoints a qualified placeholder until a successor is elected
Supreme Court Judge	No older than 75	Must be a resident of Oregon for 3 years before election or appointment ORS 2.020	6 years (must retire at end of calendar year in which the judge turns 75) OR Const-, Art VII, §1 and 1a	Must be admitted to practice law in the Oregon Supreme Court at time of election or appointment ORS 2.020	Governor appoints a qualified placeholder until a successor is elected
Appeals Court Judge	No older than 75	Must be an elector of county of residence ORS 2.540	6 years (must retire at end of calendar year in which the judge turns 75) OR Const-, Art VII, §1 and 1a	Must be admitted to practice law in Oregon ORS 2.540	Governor appoints a qualified placeholder until a successor is elected
Tax Court Judge	No older than 75	Must be a resident of Oregon ORS 305.455	6 years (must retire at end of calendar year in which the judge turns 75) OR Const-, Art VII, §1 and 1a ORS 305.452	Must be admitted to practice law in the Oregon Supreme Court and have been engaged in active practice for 3 years before election or appointment ORS 305.455	Governor appoints a qualified placeholder until a successor is elected
Circuit Court Judge	No older than 75	Must be a resident of Oregon for 3 years before filing for candidacy or appointment; must have a residence or principal office in the judicial district where the judge will serve, or an adjacent district, for at least one year before filing for candidacy or appointment ORS 3.041	6 years (must retire at end of the calendar year in which the judge turns 75) OR Const <del>.</del> , Art VII, §1 and 1a	Must be a member licensee of the Oregon State Bar at time of election or appointment ORS 3.050	Governor appoints a qualified placeholder until a successor is elected
District Attorney	18	Resident Must be a resident of Oregon	<b>4 years</b> ORS 8.610	Must be admitted to practice law in the Oregon Supreme Court at time of election or appointment ORS 8.630	Governor appoints a qualified placeholder until a successor is elected

 $<sup>(\</sup>hat{\mathbf{i}})$  An incumbent circuit court judge may use the location where they preside to satisfy the principal office requirement.

# Filing Requirements for Nonpartisan Office

All filings and an accompanying payment of fees or verified signatures required to be filed, must be delivered to, and actually received at the office of the designated officer not later than 5:00:00 pm of on the day the document or fee is dueapplicable filing deadline.

(	Primary Election	General Election
First Day to File	September <u>4411</u> , 202 <u>5</u> 3	June <u>35</u> , 202 <u>6</u> 4
(1) Last Day for Candidates to File	March 10, 2026	August 25, 2026
(other than Elected Incumbents)		
Last Day for Elected Incumbent Candidates to File	March 3, 2026	August 18, 2026
() Last Day to File	March 12, 2024	August 27, 2024
() Last Day to Withdraw	March 1 <u>3</u> 5, 202 <u>6</u> 4	August <del>30</del> 28, 202 <u>6</u> 4
Last Day for Candidates to Submit Signatures for Guaranteed Verification (other than Elected Incumbents)	<u>February 24, 2026</u>	August 11, 2026
Last Day for Elected Incumbent Candidates to Submit Signatures for Guaranteed Verification	February 17, 2026	August 4, 2026



If 100% of the required signatures are submitted by the Guaranteed Verification Deadline, the elections official will verify signatures so they can be used as payment. Signatures filed after this date may not be verified by the filing deadline and the candidate would be required to pay the fee instead.

Office			Fee	Required Signatures
Labor Commissioner Supreme Court Judge, Appeals Court Judge or	\$100			ner (a) 1,000 signatures or (b) 1% of the number of votes cast for gon at the most recent election in which a candidate for Governor full term.
Tax Court Judge			The signatures must include those of at least 100 electors registered in each congressional districts.	
Circuit Court Judge or District Attorney	\$50	Or		ner (a) 500 signatures or (b) 1% of the number of votes cast for district at the most recent election at which a candidate for
District Attorney				ected to a full term.

# **Nonpartisan Office Filing at the Primary Election**

# Filing by Fee

ORS 249.056

Candidates for nonpartisan office in the primary election must:



STAR File their candidacy through ORESTAR

See the ORESTAR User's Manual: Candidate Filing for instructions on filing electronically.

or



File form SEL 101 Candidate Filing – Major Political Party or Nonpartisan form and an accompanying payment of feeseither pay the required filing fee or file a completed nominating petition containing the required number of valid signatures.

# **Filing by Nominating Petition**

ORS 249.008, 249.020, 249.031, 249.035, and 249.061-249.076

All signatures must be of active registered voters within the district.

#### **Prospective Petition**

To begin the signature sheet approval process candidates must:



File form SEL 101 indicating prospective petition on the form and designating circulator pay status.



See the Filing by Prospective Petition Requirements and Guidelines on pages <del>26-31</del>24-29 for instructions.

The Elections Division reviews each signature sheet to ensure that the circulator's certification is sufficient.

After reviewing the sheets, the Elections Division tabulates the number of valid signatures contained on the accepted signature sheets and notifies the candidate of the results.



If the Elections Division determines the petition does not contain the required number of valid signatures and the filing deadline has not passed, the candidate may submit additional signatures.

# Nonpartisan Office Filing at the General Election

Generally, candidates for nonpartisan office must file by the deadline for the primary election. If a vacancy in nomination or in office occurs in a nonpartisan office, see The only exception is if the office becomes vacant after the filing deadline for the primary election and before the filing deadline for the general election. If this happens, the candidate may file by fee or by petition before the filing deadline for the general election. OAR 165-010-0110 for applicable filing deadlines.



For information about filing by petition, review the instructions on pages 26-3124-29. Signature Sheets must be submitted with enough time for verification prior to 5:00:00 pm on the filing deadline day of August 27, 2024specified in OAR 165-010-0110.



To ensure ballot access, a candidate may file a prospective petition and pay the filing fee. If the candidate submits already verified signatures by 5:00:00 pm on the filing deadline the filing fee will be refunded.

# **Candidate Withdrawal**

ORS 249.170, 249.180, and 249.830

To withdraw from candidacy or nomination, candidates must provide and attest to the reason for withdrawal. The candidate must complete and file form SEL 150 with the Elections Division.

# **Primary Election**



If the candidate files for office electronically in the ORESTAR system, the candidate may log into ORESTAR and process-submit their withdrawal.





File form SEL 150 Candidate Filing - Withdrawal

The candidate must provide and attest to the reason for withdrawal. Forms missing this information will not be accepted.

#### **General Election**



Form SEL 150 Candidate Filing - Withdrawal

The candidate must provide and attest to the reason for withdrawal. Forms missing this information will not be accepted.

The candidate's name will remain on the ballot unless they file a complete SEL 150 with the Elections Division by the deadline.



If the candidate filed by fee, the Elections Division will refund the fee after approving the withdrawal.



#### Deadline to Withdraw

Primary Election	<b>General Election</b>	
March 1 <u>3</u> 2, 202 <u>6</u> 4	August <del>30</del> 28, 202 <u>6</u> 4	_

# Write-In Candidates

ORS 254.548

Oregon voters may write in the name of a person who does not appear on the ballot. Elections officials generally tally the number of total write-in votes for each elected office, but do not tally votes cast for each individual write-in candidate. Elections officials will tally votes for individual write-in candidates if there is no candidate on the ballot for the office, or if the total number of write-in votes is equal to or greater than the votes cast for the candidate printed on the ballot with the most votes.

#### Seeking nomination or election as a write-in candidate

A person who seeks nomination or election to office as a write-in candidate does not complete any candidate filing forms, but they may be required to establish a dedicated campaign bank account and file a Statement of Organization designating a candidate committee.



For more information about these requirements, see the Campaign Finance Manual and the ORESTAR User's Manuals available at www.oregonvotes.gov.

#### Winning nomination or office as a write-in candidate

If the voters nominate or elect a write-in candidate, the candidate must formally accept the nomination or office to become the nominee or elected officeholder.

#### **Receiving Notice of Nomination or Election**

The Elections Division notifies the candidate by sending:

- → Form SEL 140 Candidate Filing Write-In Acceptance Primary filing or
- → Form SEL 141 Candidate Filing Write-In Acceptance New Filing.

#### **Formally Accepting Nomination or Office**

To accept the nomination or office, the candidate must complete, sign, and return the write-in form to the Elections Division by the acceptance deadline date. Candidates must use:

- → Form SEL 140, for nominees whose name appeared on the Primary ballot or
- → Form SEL 141, for nominees whose name did not appear on the Primary or General Election ballot



#### **Receiving the Certificate of Nomination or Election**

When a completed and signed SEL 140 or SEL 141 are is received, the Elections Division prepares and delivers a certificate of nomination or election to the candidate.

If a write-in candidate who is nominated or elected does not qualify for the office or does not accept the office, the nomination or office will be declared vacant.

Deadline to Complete Write-In Process					
	<b>Primary Election</b>	<b>General Election</b>			
Notification:	June <del>28</del> <u>26</u> , 202 <u>6</u> 4	December 1 <u>1</u> 3, 202 <u>6</u> 4			
Acceptance:	July <u>1</u> 3, 202 <u>6</u> 4	December 1 <u>6</u> 8, 202 <u>6</u> 4			
Certificate:	July <u>6</u> 5, 202 <u>6</u> 4	December <u>18</u> 20,			
		20264			

# **Vacancies**

### **General Information**

An office can become vacant before the successful candidate takes the oath of office, during the term of office, or shortly before the term ends. Reasons for vacancies vary by office, but they include the death of the public officer, resignation, expulsion, disqualification, or recall.

- → In most cases, the Governor appoints a placeholder to fill vacant statewide offices (except for the office of Governor). OR Constitution, Article V, §16
- → Resignations for public office (except Governor) shall be in writing and filed with the following filing officers ORS 236.320:
  - ✓ Secretary of State, State Treasurer, and all officers elected by the Legislative Assembly send resignations to the Governor.
  - ✓ Officials who hold their offices by election send resignations to the officer authorized by law to order a special election to fill the resulting vacancy.
  - ✓ A member of the Legislative Assembly who resigns must file their resignation with the Secretary of State. ORS 171.023 and 236.320
  - ✓ Officers who hold their offices by appointment send resignations to the body, board, or officer that appointed them.
    - See below for the appropriate office for additional information.
- → A public office holder may make their resignation effective in the future, so long as the effective date is before the term of office expires.
- → A resignation is binding unless the officeholder withdraws it in writing by the end of the third business day after the official makes it. ORS 236.325
- → If a vacancy occurs in a partisan elective office after the 80th day and before the 70th day before the primary election, a candidate for the vacancy must file a nominating petition or declaration of candidacy no later than the 65th day before the primary election. ORS 249.037(2)

#### **Partisan Offices**

#### Vacanciesy in the office of Congress (US Senator or US Representative):

ORS 188.120

#### **Special Election Requirement**

If a-the vacancy in election or office of US Senator or US Representative occurs before the 61st day before the general election, the Governor must call a special election to fill that vacancy.

If thea vacancy in election or office of US Senator occurs after the 62nd day but on or before the general election, and if that office was not regularly scheduled to be printed on the ballot at that election, the Governor must call a special election to fill the vacancy as soon as possible after the general election.

For US Senate vacancies, the special election must be held no sooner than 80 days and no later than 150 days after the vacancy occurs.

For US Representative vacancies, the special election is held on the date set by the Governor's writ of election.

#### **Party Nominations**

If the Governor calls a special election to fill the vacancy is scheduled before the 80th day after the vacancy occurs, each major political party shall-selects its nominee, if any, and certify certifies the name of the nominee to the Secretary of State. The Secretary of State shall place the name of the nominee on the ballot.

If the Governor calls a special election is scheduled after the 79th day after the vacancy occurs, the Secretary of State will-conducts a special primary election to allow major political parties to-nominate candidates of the major political parties. Major party candidates must file their declaration of candidacy no later than the 10th day after the Governor issues writ of election is issued. Each minor party may select its nominee and certify the nominee's name to the Secretary of State.

Minor political parties and nonaffiliated candidates may nominate and file according to applicable statutes.

#### **Governor's Appointment (US Senate Only)**

The Governor must appoint a qualified individual to temporarily fill a vacancy in the US Senate within 30 days of its occurrence.

The appointee must be eligible to serve as a US Senator and have been affiliated with the same political party as the vacating Senator for at least 180 days prior to the vacancy, as determined under ORS 236.100. The Governor may not appoint themselves to US Senate vacancy.

The appointee serves until the elected successor qualifies for office or the term ends, whichever occurs first.

## Vacancy in the office of Governor

OR Constitution, Article V, § 8a

If the office of Governor becomes vacant before the 61st day before the first general election held in the term of office, the Secretary of State (or another official in the succession order, if necessary) will discharge the duties of the office as prescribed by law, and a new Governor will be elected for the remainder of the term at the general election. The Governor elected to fill the vacancy shall hold the office until the following general election.

If the office of Governor becomes vacant after the 61st day before the first general election held in the term of office, the Secretary of State (or another official in the succession order, if necessary) will discharge the duties of the office as prescribed by law, and a new Governor will be elected for a full term at the next general election.

# Vacancy in the office of Secretary of State, State Treasurer, or Attorney General

OR Constitution, Article V, § 16

The Governor will fill vacancies in the office of Secretary of State, State Treasurer, and Attorney General.

Vacancies in those offices that occur before the 61st day before the first general election held in that term of office, are filled at that general election for the remainder of the term.

#### Vacancy in the office of State Senator or State Representative

ORS 171.051-171.068

When a vacancy occurs in a legislative office, the vacancy shall be filled by appointment if:

- → The vacancy occurs during any legislative session, or
- → The vacancy occurs in the office of State Representative before the 61st day before the general election,
- → The vacancy occurs in the office of State Senate before the 61st day before the first general election to be held during that term of office; or
- → The vacancy occurs in the office of State Senate any time after the 62nd day before the first general election and before the 61st day before the second general election to be held during that term of office; or
- → A special session of the legislature will convene before a successor can be elected and qualified.

For vacancies in the office of State Senate,

- → If the vacancy occurs before the 61st day before the first general election to be held during that term of office, then the vacancy shall be filled by appointment, and at that first general election, the voters shall elect a new Senator to fill the last two years of the term; and
- → If the vacancy occurs after the 62nd day before the first general election and before the 61st day before the second general election to be held during that term of office, then the vacancy shall be filled by appointment, and at that second general election, the voters shall elect a new Senator to a full term; and
- → If the vacancy occurs after the 61st day before the second general election to be held during that term of office, then the vacancy shall not be filled by appointment, and at that second general election, the voters shall elect a new Senator to a full term.

The timeline for filling the vacancy begins on the effective date of the resignation or the date the vacancy occurs. If the effective date of the resignation is in the future, the public officer is allowed three business days after the resignation letter is received to withdraw the resignation; otherwise, the resignation becomes binding and is effective.

The vacancy will be filled pursuant to ORS 171.051-171.068 and ORS 236.100.

When filling a vacancy in office for a candidate elected as a member of a major political party, the party will nominate no fewer than three but no more than five people and the appointment will be filled by the county court or county commissioners of the vacated district. However, the appointing authority (county court or board of county commissioners within the legislative district) may choose to begin the process to fill the vacancy before the effective date of the resignation if it notifies the Secretary of State as required under ORS 236.325(3).

The vacancy must be filled by appointment within 30 days after its occurrence. If the appointing authority does not do so within the time allowed, the Governor shall fill the vacancy by appointment within 10 days.

# **Nonpartisan Offices**

ORS 249.088 and 249.091

When an office is not affiliated with a major political party, the Governor shall fill the vacancy.

#### Vacancy in the office of Commissioner of the Bureau of Labor and Industries

The Governor will fill a vacancy in the office of Commissioner of the Bureau of Labor and Industries that occurs after the 61st day before the first general election held in that term of office. The appointee will complete the remainder of the term.

If the vacancy occurs on or before the 70th day before the primary election and on or before the 62nd day before the general election a candidate may file for the office by:

- → An Assembly of Electors who may select a nominee and submit certificates of nomination;
- → Individual Electors; or
- → Declaration of Candidacy

#### Vacancy in Judicial Offices

OR Constitution, Article V, §16 and VII, §1

When a vacancy occurs in the office of judge of any court, the Governor will fill the vacancy.

The appointee serves until a candidate is elected and takes the oath of office at the next general election. The term of the office is six years, beginning on the first Monday of January of the odd numbered year after the general election at which the candidate was elected.



If the office was vacated on or before the 70th day before the primary election, all candidates for that office must file by the primary election candidate filing deadline, regardless of which election the office is elected.

The following scenarios may apply:

If the office was regularly scheduled to be on the ballot at the next election, the office will appear on the primary election ballot.

If a candidate receives a majority of the votes cast (50%+ 1), that person will be elected at the primary election for a new, full term and the office will not appear on the general election ballot.

→ If no candidate receives a majority of the votes cast, the two candidates who received the most votes will appear on the general election ballot.

If the office was not regularly scheduled to be on the ballot:

- → The office will be placed on the primary election ballot if three or more candidates file for the position.
- → If one candidate receives a majority of the votes cast at the primary election (50%+ 1), only that candidate's name will appear on the general election ballot.
- → If no candidate receives a majority of the votes cast, the two candidates who received the most votes will appear on the general election ballot.
- → If no more than two candidates file, the office will not be printed on the primary election ballot but will be placed directly on the general election ballot.

# Vacancy in the office of District Attorney

ORS 8.640

When a vacancy occurs in the office of District Attorney, the Governor must appoint a person to fill the vacancy until the next election and qualification of a successor at the next general election. The term of office for the person elected will be four years beginning the first Monday of January of the odd numbered year following the general election at which the candidate was elected.

# Filing by Prospective Petition Requirements and **Guidelines**

The requirements and guidelines for obtaining and circulating candidate nominating petition signature sheets are explained in the following sections.

#### **Prospective Petition**

To begin the signature sheet approval process candidates must file their candidacy by submitting the appropriate candidate filing form and marking the "prospective petition" checkbox, if applicable.



For major party and nonpartisan candidates: To ensure ballot access, a candidate may file a "prospective petition" and pay the filing fee. The fee must be paid prior to the filing deadline. If the candidate submits already verified signatures by 5:00:00 pm on the filing deadline, the filing fee will be refunded.



Once the candidacy filing is processed by the Elections Division, the candidate will be provided a signature sheet template to use when gathering signatures.

# **Official Signature Sheets**

ORS 249.031, 249.061, and 249.064

The Elections Division will prepare official templates that state candidates must use to collect signatures.

Candidate nominating petitions cannot be circulated using an electronic signature sheet.



Any proposed variation to the approved signature sheet must be resubmitted and approved in writing by the elections official before circulating.

# Signature Sheet Requirements

Each signature sheet must meet the following formatting requirements:

- → standard 8½ x 11 size paper, or equivalent;
- → at least 20 pound uncoated paper, or equivalent;
- → printed on white or colored paper stock. Colored paper must be approved by the Elections Division before circulating.

### 1 Approval to Circulate

After receiving the filing, the Elections Division reviews the form for required information and if complete, will provide written approval to circulate the prospective nominating petition which includes:

- → petition number;
- → number of signatures required;
- → filing deadline;
  - and
- → signature sheet template.



Candidates will be provided a signature sheet template by the Elections Division to use when gathering signatures.



#### 2 Gathering Petition Signatures

Once the petition has been approved to circulate, but before collecting any signatures, the candidate must review with circulators the legal requirements and guidelines for circulating a candidate-nominating petition.

After reviewing the legal requirements and guidelines, the candidate may begin gathering signatures.

A candidate is advised to obtain more than the required number of signatures to ensure the petition has a sufficient number of valid signatures.



Failure to comply with the legal requirements will result in rejection of those sheets.

#### 3 Signature Verification and Completing the Petition

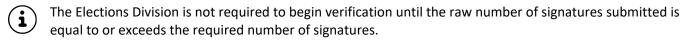
Filers submit signature sheets containing at least 100% of the required number of signatures to the appropriate elections official for verification against the voters' registration record, allowing sufficient time for the verification process to be completed prior to the filing deadline.



The Elections Division will not accept signatures for verification prior to the first day to file by fee or completed petition.

Before submitting the signature sheets for verification the candidate must:

- → ensure each signature sheet certification is signed and dated by the circulator;
- → provide the number of signatures submitted for verification by completing and filing:
  - Form SEL 338 Petition Submission



### 4 Signature Tally

The Elections Division reviews each signature sheet to ensure sheets are sorted by county if required, and that the circulator's certification is sufficient.



Unapproved petition sheets and those that do not comply with legal requirements and guidelines will be rejected.

After reviewing the sheets, the Elections Division tabulates the number of valid signatures contained on the accepted signature sheets and notifies the candidate of the tally.



If the Elections Division determines the petition does not contain the required number of valid signatures and the filing deadline has not passed, the candidate may submit additional signatures.

The process must be completed prior to the candidate filing deadline.

### **Guidelines for Circulation**

ORS 249.061

To ensure compliance with circulating requirements, candidates must educate circulators on the guidelines for circulating and monitor their activities.

A circulator is an individual who asks voters to sign a petition and signs the petition as a circulator. Circulators are also known as petition circulators, signature gatherers, and signature collectors. While some are volunteers and others are paid professionals, every circulator must follow the requirements and guidelines for circulating petitions.

#### **Circulator Requirements**

#### Each circulator must: What this means: → Personally witness each signature ✓ Watch the person sign the petition. (i) It is not sufficient to merely be present in the same collected. room or vicinity. → Complete the circulator certification after → Sign the certification using a legal signature. A legal signature is defined as a signature possessing obvious and witnessing all signatures collected on a predominantly matching characteristics to signatures on file from sheet. a paid circulator's registration, signatures in the Oregon voter registration file, or the signature on an official government document. (i) Initials, signature stamps, illegible or printed script are not sufficient unless verified by exemplar. → Provide the date when the certification was ✓ The date must be provided in month, day, year order if signed. written in all numbers.



A circulator's failure to comply with these requirements may result in the rejection of the petition signature sheets and a felony conviction for the circulator.

#### Circulator Prohibitions

It is against the law for circulators to knowingly:

- → circulate a petition containing a false signature;
- → attempt to obtain the signature of a person who is not qualified to sign the petition;
  - (i) Only active Oregon registered voters may sign a petition.
- → make false statements to any person who signs the petition or requests information about it;
- → offer money or anything of value to another person to sign or not sign the petition;
- → sell or offer to sell signature sheets; or
- → write, alter, correct, clarify or obscure any information about the signers unless the signer initials after the changes are made
  - (i) A circulator may assist a disabled signer who requests assistance in completing their printed name, address and date signed. In such a case, no initials are required.



Violations of the circulator requirements may result in conviction of a felony with a fine of up to \$125,000 and/or imprisonment for up to 5 years. ORS 260.715, 260.993.

### **Signer Requirements**

	Each petition signer must:	What this means:
All Petition Types	<ul> <li>→ Provide an original signature and should be encouraged to provide their printed name and date signed.</li> <li>i Printed name and date fields, while optional unless otherwise noted below, provide valuable assistance when verifying signatures.</li> <li>i Signers must include printed name for Nomination by Assembly of Electors and for Major Party Presidential Candidates.</li> </ul>	✓ Signers must sign the petition using a signature contained in their voter registration record
All P	→ Be an active registered voter at the time of signing the petition.	✓ Information in the voter's registration record is up to date.
	→ Sign a petition sheet that is designated for their county of residence, if applicable.	✓ Signers should sign a petition sheet designated for the county in which they are registered to vote.
	→ Provide a residence or mailing address.	✓ Signers should provide the address contained in their voter registration record.
Nominating Petition ONLY	→ At the time of signing the petition, signers are encouraged to include the signer's precinct name or number.	✓ Signers are encouraged to provide precinct information.
Major Party Petition ONLY	→ At the time of signing the petition, the signer should be a member of the same political party as the candidate.	✓ Information in the voter's registration record is up to date, and they would be able to vote for the candidate at a primary election.

### **Signature Date**

If no date is provided by the signer, the signature is only considered valid if the signer:

- ✓ was an active Oregon registered voter between the date the petition was approved to circulate and the circulator's certification date; or
- ✓ was originally registered to vote on or after the date the petition was approved to circulate and was an active registered voter between their original registration date and the circulator's certification date.
- This standard also applies to any signer that provides a date of birth or a date that at the time of  $(\mathbf{i})$ verification has not yet occurred instead of the date they signed the petition.

#### **Signer Prohibitions**

It is against the law for signers to knowingly:

- → sign another person's name under any circumstances;
- → sign a petition more than one time; or
- → sign a petition when not qualified to sign it.



Only active Oregon registered voters may sign a petition. If the signer is not registered to vote or an active voter the signature will be rejected unless a completed registration card is received by a designated voter registration agency or an elections filing officer before 5:00:00 pm the day the petition is signed or 11:59:00 pm if completed electronically online at www.oregonvotes.gov.

# **Certification of Signature Sheets**

OAR 165-014-0270

After all signatures on a signature sheet have been collected, circulators complete the certification by signing their legal signature and providing the date when the certification was signed. A legal signature is defined as a signature possessing obvious and predominantly matching characteristics to signatures on file from a paid circulator's registration, signatures in the Oregon voter registration file, or the signature on an official government document.



If the circulator certification is not completed or determined to be insufficient the signature sheet will be rejected.

Prior to submission to elections officials the circulator may correct the following defects:

#### **Circulator Signature Defects**

If the circulator has:	Then the circulator should:
<ul><li>→ signed using only initials;</li><li>i Unless verified by exemplar.</li></ul>	✓ sign and re-date certification with legal signature;
<ul> <li>→ signed using a signature stamp;</li> <li>i Unless approved under ORS 246.025.</li> </ul>	✓ re-sign and re-date certification with legal signature;
<ul> <li>→ signed using an illegible signature;</li> <li>i Unless verified by exemplar.</li> </ul>	✓ re-sign and re-date certification with legal signature;
→ photocopied or carbon copied the certification; or	✓ sign and re-date certification with legal signature; or
→ signed in a manner that the signature, printed name, and address are all illegible;	✓ re-sign and re-date certification with legal signature.

### **Certification Date Defects**

If the date is:	Then the circulator should:
→ missing;	✓ re-sign and date or date and initial correction;
→ crossed out;	✓ re-sign and re-date or re-date and initial correction;
→ overwritten with a different date;	✓ re-sign and re-date or re-date and initial correction;
<ul> <li>→ earlier than all petition signers;</li> <li>Unless the circulator and the only signer are the same person.</li> </ul>	✓ re-sign and re-date or re-date and initial correction;
<ul> <li>→ earlier than some, but not all petition signers;</li> <li>i Only those signatures dated on or before the date of the certification will be accepted.</li> </ul>	✓ re-sign and re-date or re-date and initial correction;
→ partial or ambiguous; or	<ul> <li>✓ re-sign and re-date or re-date and initial correction; or</li> <li>i Date must be provided in month, day, year order if written in all numeric characters.</li> </ul>
obscured in any way by white out or other correction fluid or adhesive tape;	✓ re-sign and re-date or re-date and initial correction.

The following defects in the circulator certification cannot be corrected and any signature sheet submitted that contains one of these defects will be rejected:

### **Incurable Defects**

- → the original signature of a circulator has been crossed out, and a different circulator's signature is inserted;
  - Does not apply if the original signature is that of an individual whose signature appears on the same signature sheet as a signer.
- → two individuals sign and date as circulator; or
  - (i) Does not apply if the only signers and the circulators are the same people.
- → white-out or other correction fluid or adhesive tape appears on the signature line.
- Examples of circulator signature and date defects are available in the Circulator Training Manual located ex) at www.oregonvotes.gov.

# **Guidelines for Completing Candidate Filing Forms**

ORS 249.031

Most forms can be filed electronically or by paper. Paper filings will be converted to an electronic document and will become the official record. All forms must be complete before submitting them to the Elections Division.

Failure to provide information for each of the required fields may result in rejection of the candidate filing forms.

If any of the required information is incomplete or insufficient, the Elections Division will notify the candidate by phone, or in writing, including by email, of the deficiencies on the forms. The filing will not be processed or considered filed until the required information is provided.



Providing false statements on filing forms is a violation of Oregon election law and the candidate may be convicted of a Class C Felony. ORS 260.715(1) and 260.993.

### **Residence Address Exemption Request**

Candidates for public office are required tomust provide their residential address for elections officials to confirm that candidates and elected officials reside in the appropriate district and/or jurisdiction.

However, a candidates may choose to limit the public accessibility of candidate's residence address from the filing form and a list of electors delivered under ORS 247.940 or 247.945. Candidates wanting to exempt their residence address from public disclosure must complete and file the following form:



SEL 180 – Residence Address Exemption Request

Candidates who choose to exempt their residence address from disclosure must provide a publicly disclosable mailing address.

The ballot for each election will be sent to the publicly disclosable mailing address provided by the candidate.

The Elections Official will make all efforts to review the request for exemption within five (5) business days.

If the exemption is granted, the exemption it is effective until the:

- → person is no longer a candidate;
- → candidate was not elected to the public office;
- → candidate ceases to hold public office.

To terminate the exemption early, submit a written request to the Elections Official.

A publicly disclosable mailing address listed on Residence Address Exemption Request will be used as the mailing address on the candidate filing if the exempt residence address is used as the mailing address on the filing.

The residence address of a candidate is still subject to inspection as a public record, under ORS 192.311 to 192.478, only to a person who has filed a written public records request.

Additional information may be required and is discussed further under the specific form's section.

### **Candidate Filing Form**

### **Original or Amendment**

May lindicate if the filing is an Original filing or an Amendment that is changing information prior to the filing deadline.

### **Office Information**

Complete the following information.

- → **Filing for Office of:** Must indicate the office the candidate is filing for.
- → **District, Position or County:** Must indicate the district, position or county of the office the candidate is filing for except when filing for statewide offices.
- → Incumbent: Must indicate whether the candidate is the current office holder seeking re-election for an additional term by selecting "No" or "Yes".
- → **If Incumbent:** Must indicate whether the candidate is Elected or Appointed Incumbent.

Section 17b of House Bill 4024 (2024) changed the candidate filing deadline for incumbent public office holders. An incumbent seeking re-election to the same office must file their declaration of candidacy or nominating petition at least seven days before the applicable filing deadline for non-incumbent candidates. Incumbent candidates that were appointed to the position they are seeking election to are subject to the same filing deadline as non-incumbent candidates.

### **Candidate Information**

Complete the following information:

- → Name of Candidate: Must include at least the first and last name. This should be the candidate's full name (first, middle initial (if applicable) and last). If filing online through ORESTAR, this field is automatically populated from the user profile and cannot be modified.
- → How name Name should appear Appear on ballot Must include how the candidate wishes their name to appear on the ballot. If a nickname is used in connection with the candidate's full name, the nickname should be in parentheses. Titles and designations (e.g., Dr., CPA) should not be included as they cannot appear on the ballot.
- → Candidate Residence Address: Must include Rresidential address of the candidate, including the county must be used. This must be included even if the candidate has a non-disclosure order on file with the Elections Division.
- → Mailing Address for Candidate Correspondence: Must linclude the address where the candidate wishes to receive correspondence from the Elections Division. Do not use an address included on a nondisclosure order on file with the Elections Division. A publicly disclosable mailing address listed on the non-disclosure request will be used as the mailing address on the candidate filing if the exempt residence address is used as the mailing address on the filing.
- → Contact Information: Must includeEnter a valid phone number (where the candidate can be reached during normal business hours), fax, email address, and website, if applicable. At least one phone number and an email address are required.

The following are guidelines to complete the required fields of occupation, occupational background, educational background, and prior governmental experience on the candidate filing forms. These fields are required, and information provided must be accurate. Not every occupational, educational, or prior governmental experience is required to be provided, but what is listed must be accurate. If the candidate has no relevant experience, "None" or other equivalent must be entered.

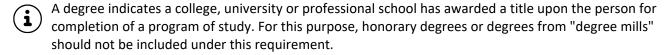
### **Occupation and Occupational Background**

→ Occupation (present employment – paid or unpaid): The current full- or part-time employment or other line of work, business, craft, or professional information (not required to indicate whether paid or not paid). If not employed, enter "Not Employed", or "None", or other equivalent.

→ Occupational Background (previous employment – paid or unpaid): Previous full- or part-time employment or other line of work, business, craft or professional information (not required to indicate whether paid or not paid).

### **Educational Background**

- → Educational Background (schools attended): This may include schools attended by the candidate, including the last grade level completed, whether a diploma, degree or certificate was received, and the course of study. It is not required that every educational experience be listed, but what is listed must be accurate.
- → Educational Background (other): Other educational experiences of the candidate.



### **Prior Governmental Experience**

→ **Prior Governmental Experience (elected or appointed):** The current or previous governmental experience, which refers to a person's involvement in governmental activities, such as appointed boards and commissions, elected boards, other elected or appointed public offices, or organizations that are recognized by a governmental body. Full- or part-time, paid or unpaid, or volunteer experience may be included (not required to indicate whether paid or not paid). If the candidate has no prior governmental experience, enter "None" or other equivalent.

### **Candidate Signature and Date Signed**

# Additional Information Required

The following instructions are for fields on specific forms that are unique to that form.

### SEL 101 Candidate Filing – Major Political Party or Nonpartisan

### Filing Method

Complete the following information.

- → **Fee:** If paying a fee, <u>may</u> check this box.
- → **Prospective Petition:** If collecting signatures in lieu of paying the filing fee, may check this box.
- → Some circulators may be paid: When collecting signatures, circulator pay status must be disclosed. Lift circulators may be paid to gather the sufficient number of signatures, mark "Yes." If signatures are being gathered exclusively by volunteer circulators, mark "No."

### Office Information

Complete the following information.

- -> Filing for Office of: Indicate the office the candidate is filing for.
- -> District, Position or County: Indicate the district, position or county of the office the candidate is filing for.
- → Party Affiliation: Must sSelect the candidate's party affiliation. If entering your candidacy online, "Nonpartisan" will automatically populate if the office indicated is nonpartisan.

Incumbent Judge: If filing for a state judge position, indicate whether the candidate is the incumbent judge by selecting "Yes" or "No.

### SEL 110 Candidate Filing – Minor Political Party

### **Nomination Information**

- > Party nomination you are accepting with this filing Which political party's nomination are you accepting with this filing?: Must ceheck the box for the party that is nominating you the candidate and whose nomination you the candidate is are accepting.
- → Order of parties on ballot Ballot Order: May iIndicate whether the order of the parties will be in default order or in a specified order. If marking Specified, specify the order in the space provided. If a selection is not made, the party names will be printed in the default order specified on page 6.
- If you have the candidate has previously filed a candidacy filing with the filing officer for the current election cycle, skip to the Candidate Nomination Certificate and Candidate Attestation on the form.
- If you have the candidate has not previously filed a candidacy filing with the filing officer for the current election cycle, fill out all remaining fields.

### **Candidate Nomination Certificate**

Candidate filings by a minor party must be notarized prior to submission. The following fields must be completed.

- → Name of Minor Political Party: Must linclude the name of the Minor Party nominating the candidate.
- > Printed Name of the Officer of Minor Political Party: Must include the clearly printed name of the officer that signed the candidate filing form.
- → Signature of the Officer of Minor Political Party: Must iInclude the signature of one of the officers listed in the bylaws of the minor political party on file with the Elections Division.

- → Date Signed: Must iInclude the date the officer of the political party signed the candidate filing form.
- -> Printed Name of the Officer of Minor Political Party: Include the clearly printed name of the officer that signed the candidate filing form.

### The following required fields are completed by a Judge or Notary Public.

- → State of Oregon, County of: Include the name of the county in which the Judge or Notary Public is signing the candidate filing formnotarization.
- → Signed-Subscribed and sworn to (or affirmed) before me on: Include the date the Judge or Notary Public witnessed the Minor Political Party officer sign the candidate filing form.
- → ByMinor Political Party Officer's Name: Include the name of the Judge or the Notary Public Minor Political Party officer.
- → Judge or Notary Public State of Oregon: Include the signature of the Judge or Notary Public.

### **SEL 114 Candidate Filing – Individual Electors**

Name of Chief Sponsor: Must ilnclude the name of the candidate or other person interested in placing the candidate's name on the ballot. This may be the candidate.

### SEL 115 Candidate Filing – Assembly of Electors

### Assembly of Electors fields to complete.

- → Name of Person Submitting Certificate of Nomination: Must iInclude the name of candidate or a person designated as the presiding officer.
- → Address of Person Submitting Certificate of Nomination: Must ilnclude the address of the candidate or the presiding officer named in the above field.
- → **Printed Name of Presiding Officer:** Must ilnclude clearly printed name of the presiding officer.
- → Signature of Presiding Officer: Must iInclude the signature of the candidate or the signature of the presiding officer of the assembly.
- → Printed Name of the Secretary: Must linclude clearly printed name of the candidate or secretary of the assembly.
- → Signature of the Secretary: Must iInclude the signature of the candidate or the secretary of the assembly.

### The following required fields are completed by a Judge or Notary Public.

- → State of Oregon, County of: Include the name of the county in which the Judge or Notary Public is signing the candidate filing formnotarization.
- → Signed-Subscribed and sworn to (or affirmed) before me on: Include the date the Judge or Notary Public witnessed the presiding officer and secretary of the nominating convention of the assembly Minor Political Party officer sign the candidate filing form.
- → By: Include the name of the Judge or the presiding officer and secretary of the nominating convention of the assembly Notary Public.
- → Judge or Notary Public-State of Oregon: Include the signature of the Judge or Notary Public.

### SEL 141 Candidate Filing – Write-In Acceptance

### **Nomination or Election**

Must ilndicate whether you are the candidate is accepting a nomination or if you have the candidate won the election for the office.

### Office Information

Complete the following required information.

- → Filing for Office of: Indicate the office for which you are the candidate is accepting the nomination.
- → **District, Position or County:** If the office has a district number and/or a position number or the office covers an entire county, indicate that information in this field.

### **Nomination Information**

- > Party nomination(s) you are acceptingWhich political party's nomination are you accepting with this filing (if any): \(\in \)Must check the box for the party or parties that nominated \(\frac{\tau\_{ou}}{\text{the candidate}}\) by write-in at the Primary election and whose nomination you are the candidate is accepting.
- → Ballot Order of parties on ballot: May indicate whether the order of the parties will be in default order or in a specified order. If marking Specified, specify the order in the space provided. If a selection is not made, the party names will be printed in the default order specified on page 6.
- If you have the candidate previously filed a candidacy filing with the filing officer for the current election cycle, skip to the signature line on the form.
- If you have the candidate has not previously filed a candidacy filing with the filing officer for the current election cycle, fill out all remaining fields.

### **SEL 150 Candidate Filing - Withdrawal**

- → Office of: Must ilndicate the office for which you the candidate originally filed.
- → **District, Position or County: Must i**Indicate the applicable district, position number, or county of the office for which you the candidate filed.
- → Must c€heck the box to indicate if you were a Candidate for Nomination or if you were running for office by political party. the candidate is withdrawing from candidacy or nomination.
- → Withdrawal Reason: In the box, must indicate why you are the candidate is withdrawing your candidacy.

### Other Forms

### Additional forms that may be necessary to file.

### **SEL 220 Statement of Organization for a Candidate Committee**

Please refer to the Campaign Finance Manual for further information about the SEL 220.

### PC 7 Certificate of Limited contributions and Expenditures

Please refer to the Campaign Finance Manual for further information about the PC 7.

### **SEL 338 Petition Submission**

Form submitted that provides used to report the number of signatures submitted for verification by completing and filing candidacy by petition on a candidate nominating petition.





# **List of Forms**

### **SEL 101**

Candidate Filing – Major Political Party or Nonpartisan

### **SEL 110**

Candidate Filing – Minor Political Party

### **SEL 114**

Candidate Filing – Individual Electors

### **SEL 115**

Candidate Filing – Assembly of Electors

### **SEL 140**

Candidate Filing – Write-In Acceptance Form - Previously Nominated at the Primary Election

### **SEL 141**

Candidate Filing - Write-In Acceptance Form - New Filing

### **SEL 150**

Candidate Filing - Withdrawal

### **SEL 180**

Residence Address Exemption Request

### **SEL 220**

Statement of Organization for a Candidate Committee

### **SEL 338**

**Petition Submission** 

### **PC 7**

Certificate of Limited Contributions and Expenditures

# County, City, and District Candidate Manual

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## **Using This Manual**

### **Icons**

The following icons are used in this manual to emphasize information:



### alert icon

indicates alert; warning; attention needed



#### deadline icon

indicates a deadline



#### form icon

indicates a reference to a form



### info icon

indicates additional information



### petition sheet icon

indicates a reference to a signature sheet



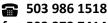
### search icon

indicates information located elsewhere

### Help

For help, please contact:

**Elections Division** 255 Capitol St NE Suite 126 Salem OR 97310



fax 503 373 7414

 ✓ elections.sos@sos.oregon.gov www.oregonvotes.gov

**1** 866 673 8683 se habla español tty 1 800 735 2900

for the hearing impaired

### Other Assistance

For city candidate assistance contact your city administrator or city recorder (auditor). For county and district candidate assistance, contact your county:

### **Baker County**

1995 Third St, Ste 150 Baker City, OR 97814-3365 541-523-8207/TTY 800-735-2900 skirby@bakercountyor.gov

#### **Benton County**

4500 SW Research Way, 2nd Floor Corvallis, OR 97333 541-766-6756/TTY 541-766-6080 elections@ bentoncountyor.gov

### **Clackamas County**

1710 Red Soils Ct, Ste 100 Oregon City, OR 97045-4300 503-655-8510/TTY 503-655-1685 elections@clackamas.us

#### **Clatsop County**

820 Exchange St, Ste 220 Astoria, OR 97103-4609 503-325-8511/TTY 800-735-2900 clerk@clatsopcounty.gov

### **Columbia County**

Courthouse 230 Strand St. St Helens, OR 97051-2040 503-397-3796/TTY 503-397-7246 elections@columbiacountyor.gov

#### **Coos County**

Courthouse 250 N Baxter St. Coquille, OR 97423-1875 541-396-7610/TTY 800-735-2900 coosclerk@co.coos.or.us

### **Crook County**

Courthouse 300 NE Third St, Rm 23 Prineville, OR 97754-1919 541-447-6553/TTY 541-416-4963 elections@crookcountyor.gov

#### **Curry County**

94235 Moore St, Ste 212 Gold Beach, OR 97444-97055 541-247-3297 or 877-739-4218 clerk@co.curry.or.us

#### **Deschutes County**

PO Box 6005 Bend, OR 97708-6005 541-388-6547/TTY 1-800-735-2900 elections@deschutescounty.gov

### **Douglas County**

PO Box 10 Roseburg, OR 97470-0004 541-440-4252/TTY 1-800-735-2900 elections@douglascountyor.gov

### **Gilliam County**

PO Box 427 Condon, OR 97823-0427 541-351-9491/TTY 800-735-2900 ellen.wagenaar@co.gilliam.or.us



#### **Grant County**

201 S Humbolt, Ste 290 Canyon City, OR 97820-6186 541-575-1675

### percyb@grantcounty-

or.govcatesl@grantcounty-or.gov

#### **Harney County**

450 N Buena Vista Ave, Ste 14 Burns, OR 97720-1565 541-573-6641 elections@harneycountyor.gov

### **Hood River County**

601 State St Hood River, OR 97031-1871 541-386-1442/TTY 800-735-2900 elections@hoodrivercounty.gov

### **Jackson County**

1101 W Main St, Ste 201 Medford, OR 97501-2369 541-774-6148/TTY 800-735-2900 elections@jacksoncountyor.gov

#### **Jefferson County**

Courthouse 66 SE D St, Ste C Madras, OR 97741-1739 541-475-4451/TTY 800-735-2900 elections@jeffco.net

#### **Josephine County**

PO Box 69 Grants Pass, OR 97528-0203 541-474-5243/TTY 1-800-735-2900 clerk@josephinecounty.gov

#### **Klamath County**

305 Main St Klamath Falls, OR 97601-6332 541-883-5134/TTY 800-735-2900 elections@klamathcounty.org

### **Lake County**

513 Center St. Lakeview, OR 97630-1539 541-947-6006/ TTY 800-735-2900 elections@co.lake.or.us

#### **Lane County**

275 W 10th Ave. Eugene, OR 97401-3008 541-682-4234 elections@lanecountyor.gov

#### **Lincoln County**

225 W Olive St, Rm 201 Newport, OR 97365-3811 541-265-4131/TTY 800-735-2900 countyclerk@co.lincoln.or.us

### **Linn County**

PO Box 100 Albany, OR 97321-0031 541-967-3831/TTY 800-735-2900 elections@co.linn.or.us

#### **Malheur County**

251 B St. W, Ste 4 Vale, OR 97918-1375 541-473-5151/TTY 800-735-2900 countyclerk@malheurco.org

### **Marion County**

PO Box 14500 Salem, OR 97309-5036 503-588-5041 or 800-655-5388 TTY 503-588-5610 elections@co.marion.or.us

#### **Morrow County**

PO Box 338 Heppner, OR 97836-0338 541-676-5604/TTY 800-735-2900 elections@co.morrow.or.us

#### **Multnomah County**

1040 SE Morrison St Portland, OR 97214-2495 503-988-8683/ TTY 800-735-2900 elections@multco.us

### **Polk County**

850 Main St, Rm 201 Dallas, OR 97338-3179 503-623-9217/TTY 800-735-2900 clerk.elections@co.polk.or.us

#### **Sherman County**

PO Box 243 Moro, OR 97039-0365 541-565-3606/TTY 800-735-2900 countyclerk@shermancounty.net

### **Tillamook County**

201 Laurel Ave.
Tillamook, OR 97141-2311
503-842-3402/TTY 800-735-2900
clerk@tillamookcounty.gov

### **Umatilla County**

216 SE 4th St, Ste 18
Pendleton, OR 97801-2699
541-278-6254/TTY 800-735-2900
elections@umatillacounty.gov

### **Union County**

1001 Fourth St, Ste D La Grande, OR 97850-2100 541-963-1006/TTY 800-735-2900 clerk@union-county.org

#### **Wallowa County**

101 S River St, Ste 100 Enterprise, OR 97828-1335 541-426-4543, option 5/TTY 800-735-2900 slathrop@co.wallowa.or.us

#### **Wasco County**

511 Washington St, Rm 201 The Dalles, OR 97058-2237 541-506-2530/TTY 800-735-2900 countyclerk@co.wasco.or.us

### **Washington County**

2925 NE Aloclek Dr, Ste 170 Hillsboro, OR 97124 503-846-5800/TTY 800-735-2900 Elections@washingtoncountyor.gov

#### **Wheeler County**

PO Box 327 Fossil, OR 97830-0327 541-763-2374/TTY 800-735-2900 bsnowpotter@co.wheeler.or.us

### **Yamhill County**

414 NE Evans St McMinnville, OR 97128-4607 503-434-7518/TTY 800-735-2900 clerk@yamhillcounty.gov

# **2024 2026** Local Elections Calendar

Last day for	March <del>12</del> 10	Primary Election May 2119	August <del>27</del> 25	General Election November 53
County Elections Official to Publish  → notice of district board election (ORS 255.075)  To ensure compliance with Section 17b of HB 4024 (2024), the notice should be filed by the 47 <sup>th</sup> day before the filing deadline.	December 2, 2023Nov. 22, 2025	February 1January 22	May <u>189</u>	July <u>189</u>
Regular district elections are generally held in May of odd numbered years. Districts should contact the county elections official of the county in which the district's administrative office is located for election information.				
County, City or District Candidates to file with Loca	I Elections O	<u>fficial</u>		
(other than Elected Incumbents)				
→ a declaration of candidacy and required filing fee or	January 8	March 10	June 25	August 25
a verified nominating petition containing 100% of the required number of signatures				
County, City or District Elected Incumbent Candidates to file	with Local Elect	tions Official		
→ a declaration of candidacy and required filing fee or	January <del>11</del> 2	March <del>12</del> 3	June <del>27</del> <u>18</u>	August <del>27</del> 18
→ a verified nominating petition containing 100% of the required number of signatures				
County, City or District Candidates to file Voters' Pamphlet w	ith Local Election	ons Official		
→ a statement for inclusion in county voters' pamphlet	January <del>16</del> 9	March <u>1412</u>	<del>July 1</del> June 26	August 29 <u>September</u> <u>8</u> August 25
→ a statement for inclusion in county voters' pamphlet if the candidate files candidacy with governing body other than county clerk	<del>January 16</del>	March 25	July 1	September
District Candidates: The enabling statutes, or principal acdistricts, as defined in ORS 255.012, elect board members numbered years or at the Primary or General Election. As deadlines included above are only applicable if the election included in the daily calendar.	at the regular of a transfer in	district election v ORS 255.235(2)(	which is held in May $a)$ , the March and A	of odd ugust

### 2025-2027 Local Elections Calendar

		May		November
Last day for	March <u>9</u> 11	<del>20</del> 18	August <del>26</del> 24	4 <u>2</u>

### **County Elections Official to Publish**

→ notice of district board election (ORS 255.075) To ensure compliance with Section 17b of HB 4024 (2024), the notice should be filed by the 47th day before the filing deadline.

Regular district elections are generally held in May of odd numbered years. Districts should contact the county elections official of the county in which the district's administrative office is located for election information.

November <del>30</del>21, <del>2024</del>2026

**February 8**January 30

July <del>26</del>17

# andidates to file for Office with County Elections Official

→ verified signatures or \$10 filing fee (ORS 255.235)

January 97\* March \*<del>20</del>18 June <del>26</del>24\*

May <del>17</del>8

September 42\*

\*An incumbent seeking re-election to the same office must file their declaration of candidacy or nominating petition at least seven days before applicable filing deadline for non-incumbent candidates. Incumbent candidates that were appointed to the position they are seeking election to are subject to the same filing deadline as non-incumbent candidates.

#### **Candidates to file Voters' Pamphlet with County Elections**

→ statement for inclusion in county voters' pamphlet

January 138

March <del>24</del>19

June <del>30</del>25

September 83

County and City Candidates: Deadlines applicable to county and city office are not included on this calendar. Candidates for those offices, unless otherwise provided for by charter or ordinance, are elected at the primary or general election. If a county or city charter provides for candidates to be elected at an election other than the primary or general election but does not specify a deadline or adopts the statutory filing deadline, ORS 249.722 applies.

i) District Candidates: The enabling statutes, or principal act, of a district specifies how board members are elected. Most districts, as defined in ORS 255.012, elect board members at the regular district election which is held in May of odd numbered years or at the Primary or General Election. The March, August and November deadlines included above, are only applicable if the election is a district's first election to elect board member (ORS 255.235(2)(a)). They are not included in the daily calendar.

# **Getting Started**

### Types of Public Office

There are two types of public office in Oregon, partisan and nonpartisan.

### **Partisan Offices**

A partisan office is an office for which a candidate may be nominated by a major or minor political party or as a nonaffiliated candidate.

Partisan offices include:

- → County Commissioner (unless county home rule charter or ordinance specifies otherwise) and
- → Precinct Committeeperson.

### **Nonpartisan Offices**

A nonpartisan office is an office for which a candidate does not run under the name of any political party. All candidates for nonpartisan office must run in the primary election.

Nonpartisan offices include:

County Commissioner (unless county home rule charter or ordinance specifies otherwise), County Clerk, Sheriff, County Assessor, County Auditor, County Treasurer, County Tax Collector, County Surveyor, Justice of the Peace, County Judge who exercises judicial functions, Mayor, City Councilor, Municipal Judge, Board Member, Director of a District, All-all Special District offices, any elected office of a metropolitan service district under ORS chapter 268, and any office designated nonpartisan by a home rule charter or ordinance.

For local offices not listed, please contact the local elections official to determine whether the office is partisan or nonpartisan.

### **Deadlines to File for Public Office**

All candidacy filings must be delivered to and actually received at the office of the designated filing officer not later than 5:00:00 pm on the applicable filing deadline. Any applicable filing fees must also be received not later than 5:00:00 pm on the applicable filing deadline. When a person chooses to submit signatures in lieu of paying the filing fee, they may be subject to earlier deadlines to guarantee the filing officer will have sufficient time to verify the signatures before 5:00:00 pm on the applicable filing deadline.

Section 17b of House Bill 4024 (2024) changed the candidate filing deadline for incumbent public office holders. An incumbent seeking re-election to the same office must file their declaration of candidacy or nominating petition at least seven days before the applicable filing deadline for non-incumbent candidates. Incumbent candidates that were appointed to the position they are seeking election to are subject to the same filing deadline as non-incumbent candidates.

### Filing deadlines for:

Precinct Committeeperson - can be found on page 10

County Candidates - Partisan Office can be found on page 12

County Candidates - Nonpartisan Office can be found on page 21

City Candidates - can be found on page 23

District Candidates - can be found on page 25

### **Filing Methods for Public Office**

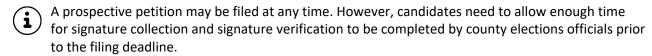
All filings and an accompanying payment of fees required to be filed, must be delivered to, and actually received at the office of the designated officer not later than 5:00:00 pm of the day the document or fee is due.

Generally, candidates may file for public office by:

→ submitting a completed candidate filing form and paying the required filing fee, if any;

or

→ submitting a nominating petition containing the required number of valid signatures.





Candidate filing forms can be submitted by:

- → mail, fax, or as a scanned attachment to an email.;
- → fax;

<del>Of</del>

-> as a scanned attachment to an email.

### **Multiple Nominations to Public Offices**

In Oregon, candidates running for partisan office may be nominated by multiple political parties. Candidates nominated by more than one party or by other nominating processes may select up to three parties or designations to be printed with their name on the general election ballot.

A candidate may designate the order in which the parties or designations will be listed, with two exceptions:

- If a political party nominates one of its members for a partisan office, that party will be listed first, followed by no more than two additional parties.
- If individual electors or an assembly of electors nominate a nonaffiliated candidate, "nonaffiliated" will be listed first, followed by no more than two additional parties.

When selecting political parties or other designations the following rules apply:

	Candidate is nominated by:	Information and default order listed on ballot:
political y	Party of which the candidate is a member	The ballot lists this party first, followed by two or fewer additional parties in alphabetical order. The candidate may specify a different order for the additional parties.
Member of politica party	Party of which the candidate is not a member	The ballot lists three or fewer parties in alphabetical order. The candidate may specify a different order. If more than three parties nominate the candidate, the candidate may choose which appear.
affiliated with political party	Individual <u>Electors</u> or Assembly of Electors	The ballot lists "nonaffiliated" first, followed by two or fewer parties in alphabetical order. The candidate may specify a different order for parties. If more than two parties nominate the candidate, the candidate may choose which appear.
Not affil any poli	Any political party	Three or fewer parties are listed in alphabetical order. If more than three parties nominate the candidate, the candidate may choose which appear.

### **Running for Multiple Offices**

Candidates can file for more than one position as long as the offices are:

- → not on the same district board;
- → not a city office on the same ballot;
- → not for more than one precinct committeeperson's office; and
- → not a lucrative office;
- An office is considered lucrative if a salary or other compensation beyond expenses is attached to it; it is created by statute or the constitution; its holder exercises part of the sovereign power of government; it is a matter of public concern; and the position is not temporary or intermittent.

### **Campaign Finance Reporting**

Oregon campaign finance law may require candidates to establish a campaign account, file a Statement of Organization designating a candidate committee and file contribution and expenditure transactions with the Elections Division.

For further details on campaign finance reporting requirements, review:



The Campaign Finance Manual, and the ORESTAR User's Manuals available at www.oregonvotes.gov.

### **Qualifications for Public Office**

The qualifications for public offices differ depending on the office. Before filing, the candidate should review the constitutional and statutory requirements for the office sought.



See the qualifications for most offices provided in each applicable section of this manual.

However, qualifications for city or district office are governed by city charter or ordinance or district by-laws and are not provided. Contact the local elections official for more information.

# **Precinct Committeeperson Candidates**

ORS 248.015-248.029, 249.031, and 249.037

### **Qualifications for Precinct Committeeperson**

All Candidates must be US Citizens and Registered Voters

Office	Age	Residency	Term of Office	Vacancies
Precinct Committee- person	18	A candidate may be elected to represent the precinct in which they reside, an adjoining precinct in the same county or a precinct that is in the same county and the same state representative district as the precinct the candidate resides in.  ORS 248.015	A precinct committee- person holds office from the 35 <sup>th</sup> day after the primary to the 35 <sup>th</sup> day after the next primary.	Vacancies are filled according to ORS 248.026.

### **Special Requirements**

To be placed on the ballot, a candidate must be a member of the major political party by September  $1\underline{14}$ , 20232025.

A write-in candidate must be a member of the major political party for 180 days prior to the Primary election.

An otherwise qualified person who becomes a U.S. citizen during the filing period, and who is registered as a member of the major political party on or before the deadline for filing a declaration of candidacy or a write-in declaration; is eligible to file to be listed on the ballot and to be elected to the office, including by write-in votes.

Any votes received for a write-in candidate will only be counted if an SEL 105D Write-In Candidate Declaration or SEL 105N Write-In Candidate Nomination is filed no later than May 2119, 20242026, 8 pm.

Any candidate must receive at least 3 votes to be elected to the office.

### **Filing Requirements for Precinct Committeeperson**

All filings required to be filed must be delivered to and actually received at the office of the designated officer not later than 5:00:00 pm of on the day the document is dueapplicable filing deadline.

Office	Filing Fee	First day to file	Last day to file	Last day to Withdraw
Precinct Committeeperson	None	September <u>1411</u> , <del>2023</del> <u>2025</u>	March <u>1210</u> , 2024 <u>2026</u>	March <del>15</del> <u>13</u> , <del>202</del> 4 <u>2026</u>
Write-In Declaration	None	September <u>1411</u> , <u>2023</u> 2025	May <u>19<del>21</del>,</u> <del>202</del> 4 <u>2026</u> , 8 pm	Not applicable
Write-In Nomination	None	September <u>1411</u> , <del>2023</del> <u>2025</u>	May <del>21</del> 19, <del>2024</del> 2026, 8 pm	Not applicable

### Filing Method for Precinct Committeeperson Candidate

A precinct committeeperson candidate must choose one of two methods of election and file the required form with the **county elections** official. They may also be nominated by another person, if the person resides in the same precinct, adjacent precinct, or house district as the candidate.



See the instructions for completing the required portions of the Candidate Filing form on page 33.

### **Candidate Filing**

A precinct committeeperson candidate who wants their name to appear on the ballot must file:



Form SEL 105 Candidate Filing – Precinct Committeeperson



A person may not hold office as a committeeperson in more than one precinct. A person may only file for one precinct committeeperson at the same election. Unless the person has withdrawn from the first filing, all filings are invalid. ORS 249.013

### Write-In Candidate Declaration

A precinct committeeperson candidate who wants to be elected by write-in votes must file:



Form SEL 105D Write-In Declaration – Precinct Committeeperson



Filing Form SEL 105D withdraws any precinct committeeperson candidate declaration previously filed for the same election. County elections officials will only count the write-in votes received by candidates who file Form 105D no later than 8 pm, May 2119, 20242026.

### Write-In Nomination

An elector who wants to nominate another elector as a write-in precinct committeeperson must file:



Form SEL 105N Write-In Nomination – Precinct Committeeperson

# **County Candidates**

### **General Information**

ORS 249.056

Candidates may file with the county elections office by paying a fee or by petition to obtain signatures.



See the instructions for completing the required portions of the Candidate Filing form on page 33.



A prospective petition may be filed at any time. However, candidates need to allow enough time for signature collection and signature verification to be conducted by county elections officials prior to the filing deadline.

County charter requirements for county offices may differ. For information regarding specific candidate filing requirements for county office, contact the county elections official.



A person may only file for one lucrative office at the same election. Unless the person has withdrawn from the first filing, all filings are invalid. ORS 249.013

# Partisan Office - County

ORS 249.031

### Qualifications

All Candidates must be US Citizens and Registered Voters

Office	Age	Residency	Term of Office	Special Requirements	Vacancies
County Commissioner	18	Resident of county one year prior to election ORS 204.016	4 years ORS 204.010	This is a partisan office unless a county home rule charter or ordinance deems it nonpartisan.  i Contact the local elections official for further information.	County governing body appoints qualified person until successor is elected ORS 236.215

### **Filing Requirements**

All signatures must be of active registered voters within the district

All filings and an accompanying payment of fees <u>or verified signatures</u> required to be filed, must be delivered to, and actually received at the office of the designated officer not later than 5:00:00 pm of the day the document or fee is due on the applicable filing deadline.

Office	Major Party Fee or Required Signatures	Minor Party	Individual Electors	Assembly of Electors
③ First Day to File	September <u>1411</u> , <del>2023</del> <u>2025</u>	June <u>53</u> , <del>202</del> 4 <u>2026</u>	June <u>3</u> 5, 202 <u>6</u> 4	June <u>3</u> 5, 202 <u>6</u> 4
(S) Last Day for Candidates to File (other than Elected Incumbents)	March <del>12</del> 10, <del>2024</del> 2026	August <del>27</del> 25, 202 <u>6</u> 4	August <del>27</del> <u>25</u> , 202 <u>6</u> 4	August <del>27</del> 25, <del>202</del> 4 <u>2026</u>
Last Day for Elected     Incumbent Candidates to File	March 3, 2026	August 18, 2026	August 18, 2026	August 18, 2026
(3) Last Day to Withdraw	March <u>4513</u> , <del>2024</del> <u>2026</u>	August <del>30</del> 28, <del>2024</del> 2026	August <del>30</del> 28, <del>202</del> 4 <u>2026</u>	August <del>30</del> 28, <del>2024</del> 2026

Forms are available online at www.oregonvotes.gov.

### **County Commissioner**

(i) Contact the local elections official for applicable charter or ordinance provisions that may supersede this information.

\$50

or

The lesser of either 500 signatures or 2% of the number of votes cast in the county for US President by members of the candidate's party

Nominating convention held in accordance with party bylaws and state law

Number of signatures equal to 1% of the number of votes cast in the county for US President

250 signatures obtained at a nominating convention held in one place, at one time, during a 12-hour period

# **Major Party Candidates – County**



A candidate who files for a major political party office must have been registered to vote as a member of that political party by September 14, 2023. Exceptions are allowed if the candidate's registration is inactive or the candidate will turn 18 between September 14, 2023 and March 12, 2024. ORS 249.046

### Party Membership Required for Party Nomination

Major political party candidates must be registered to vote as a member of that political party 180 days before the deadline for filing a nominating petition or declaration of candidacy. Exceptions are allowed if the candidate's registration is inactive, or the candidate will turn 18 within the period of 180 days. ORS 249.046



The deadline to register as a member of the major political party is September 11, 2025. \*

\*An incumbent seeking re-election to the same office must register with the major political party by

September 4, 2025. Incumbent candidates that were appointed to the position they are seeking election to are subject to the same filing deadline as non-incumbent candidates.



A major political party candidate on the primary election ballot who is not nominated to the general election may not be the candidate of any other political party or become a nonaffiliated candidate for the same office at the general election. ORS 249.048

### Filing Methods for a Major Party Candidate Other than Precinct Committeeperson

ORS 249.031



A person may only file for one lucrative office at the same election. Unless the person has withdrawn from the first filing, all filings are invalid. ORS 249.013

### Filing by Fee

ORS 249.056

A candidate must file:



Form SEL 101 Candidate Filing – Major Political Party or Nonpartisan;

→ Pay the required filing fee, if any; See Filing Requirements on page 12.

### Filinge by Petition

ORS 249.008, 249.020, 249.031, 249.035, and 249.061-249.076

The following information provides <u>instructioninstructions</u> on collecting and submitting sufficient valid signatures to place the candidate's name on the ballot.



Violations of certain circulator requirements may result in conviction of a felony with a fine of up to \$125,000 and/or prison for up to 5 years. ORS 260.715

### **Prospective Petition**

Prior to obtaining any signatures, candidates must file the following to begin the signature sheet approval process:



Form SEL 101 Candidate Filing-Major Political Party or Nonpartisan marked "Prospective Petition" and



Form SEL 102 Candidate Signature Sheet – Major Party.



See Signature Sheet Requirements on page 28.

### **Approval to Circulate**

After receiving the completed forms, the elections official reviews for required information and if complete will provide written approval to circulate the prospective nominating petition that includes:

- → petition number;
- → number of signatures required; and
- → filing deadline.



All signature sheets must be approved in writing by the elections official before circulating. Failure to do so will result in the rejection of the signature sheets.

### **Required Signatures**

County partisan candidate must have the lesser of either:

- → 500 signatures;
- → 2% of the number of votes cast in the electoral district for president by members of the candidate's party.

### **Complete Filing**

To complete the filing process a candidate willmust:

- 1 ensure each signature sheet certification is signed and dated by the circulator;
- 2 submit the signature sheets with Form SEL 338 Petition Submission Candidate, Voters' Pamphlet to the county elections official for verification allowing sufficient time for the verification process to be completed prior to the filing deadline.

### **Candidate Filing Timeline**



The 2024 2026 Primary Election filing period is from September 1411, 2023 2025 to 5 pm on March 12,

# **Minor Party Candidates – County** Filing Methods for a Minor Party Candidate

Minor political parties may nominate candidates for any partisan office in a general or special election, including federal, state, and county offices, as long as the party has been established within the electoral district and maintains ballot accessmeets ongoing requirements to maintain status as a minor political party.

A minor political party nominates candidates by convening a nominating convention that complies with party bylaws and state law. Candidates that are nominated by a recognized minor political party complete and file the following form with the appropriate elections official the following:



Form SEL 110 Candidate Filing – Minor Political Party with the Candidates Nomination Certificate executed by a party officer and notarized.

# Nonaffiliated Candidates - County



To qualify for nomination by individual electors or to conduct an assembly of electors, a candidate cannot be registered to vote as a member of any political party as of February 2926, 20242026.



To qualify for nomination by Individual Electors, or to conduct an Assembly of Electors, the candidate must be registered to vote as a nonaffiliated voter at least 180 days before the deadline for filing the certificate of nomination.

The deadline to register as a nonaffiliated voter is February 26, 2026. \*

\*An incumbent seeking re-election to the same office must register to vote as nonaffiliated voter by February 19, 2026. Incumbent candidates that were appointed to the position they are seeking election to are subject to the same filing deadline as non-incumbent candidates.

(a) Forms are available online at www.oregonvotes.gov.

### Filing Methods for a Nonaffiliated Candidate

Candidates who are not a member of any political party may file for a partisan or nonpartisan office on the general election ballot by completing one of two processes:

→ Individual Electors

A nomination by individual voters involves obtaining <u>a-the</u> required number of valid signatures from registered voters

or

→ Assembly of Electors

An Assembly of Electors involves a gathering of registered voters in one place at one time to nominate candidates to partisan office.

### **Individual Electors**

ORS 249.740

To be nominated by individual electors, <u>a the</u> candidate must <u>submitobtain a the</u> required number of valid signatures from active Oregon registered voters in the district <u>where the candidate is running for office</u>.

### 1 File a Prospective Petition

Prior to obtaining any signatures candidates must file the following forms to begin the signature sheet approval process:



Form SEL 114 Candidate Filing – Individual Electors marked Prospective Petition, designating circulator pay status

#### and



SEL 122 Candidate Signature Sheet – Individual Electors with all fields completed.



See Signature Sheet Requirements on page 28.

### 2 Receive Approval to Circulate

If the form is complete, the elections official will give written approval that includes:

- → petition number;
- → number of signatures required; and
- → filing deadline.



All signature sheets must be approved in writing by the elections official before circulating. Failure to do so will result in the rejection of the signature sheets.

### **3 Gather Petition Signatures**

Once the petition has been approved to circulate, but before collecting any signatures, a candidate must review with all circulators the legal requirements and guidelines for circulating the candidate nominating petition.



See Guidelines for Circulation on page 29.



Violations of certain circulator requirements may result in conviction of a felony with a fine of up to \$125,000 and/or prison for up to 5 years. ORS 260.715 and 260.993

After reviewing the legal requirements and guidelines for circulating the nominating petition, a candidate may begin gathering signatures.



Failure to comply with the legal requirements will result in the rejection of those sheets.

A candidate is advised to obtain more than the required number of signatures to ensure the petition has a sufficient number of valid signatures.

### 4 Complete the Petition

Allow sufficient time for the verification process to be completed prior to the filing deadline.

Before submitting signature sheets for verification, the candidate must:

- → ensure each signature sheet certification is signed and dated by the circulator; and
- → sort the signature sheets by county, if required;

### **5 Signature Verification**

To complete the petition process a candidate must file with the appropriate elections official:



Form SEL 338 Petition Submission – Candidate, Voters' Pamphlet;

#### and

→ the signature sheets that contain at least 100% of the required number of signatures.

The elections official reviews each signature sheet to ensure that sheets are sorted by county if required and that the circulator's certification is sufficient. After reviewing the signature sheets the elections official tabulates the number of valid signatures contained on the accepted signature sheets.



If the elections official determines the petition does not contain the required number of valid signatures and the filing deadline has not passed, the candidate may submit additional signatures.

### **Assembly of Electors**

ORS 249.735-249.737

An Assembly of Electors is a nominating convention of active Oregon registered voters who gather in one place, on a single day during a single 12-hour period. A presiding officer conducts the assembly, and the assembly secretary records nominations in the minutes. The minutes also include the signatures of the assembly participants. Those signatures are submitted to the elections official.



The presiding officer must coordinate the date, time, and place of the assembly with the elections official, so elections staff can attend and supervise the nominating convention.



See the Filing Requirements section for a list of required signatures and the deadline to submit completed forms.

### 1 File a Prospective Petition

The candidate or presiding officer must file:

Form SEL 115 Candidate Filing – Assembly of Electors, leaving the Assembly of Electors portion on the second page of the form blank, that portion will be completed after the assembly is conducted. Only by the candidate should sign the form. and



<u>SEL 116 Candidate Signature Sheet – Assembly of Electors with all fields completed.</u>



See Signature Sheet Requirements on page 28.

### **2 Receive Approval to Schedule the Assembly**

If the form is complete, the elections official will give written approval to schedule the Assembly of Electors.



Forms are available online at www.oregonvotes.gov.

### 3-2 Determine the Logistics for the Assembly

The candidate or presiding officer must coordinate with the elections official to:

- → determine a mutually convenient time to conduct the assembly and;
- → review assembly requirements.
- > provide final signature sheets for approval; and
- → file copy of published notice.

### 3 Receive Approval to Schedule the Assembly

If the form is complete, the Elections Division will give written approval to schedule the Assembly of Electors.

### 4 Publish a Notice of Assembly

Next, the candidate or presiding officer must publish a notice of the Assembly of Electors at least once, in at least three newspapers of general circulation in the electoral district for which the assembly will nominate a candidate.

The notice must contain:

- → the time and place of the assembly;
- → the office or offices for which nominations will be made; and
- → the names and addresses of at least 25 active Oregon registered voters who want to have the assembly and who are eligible to participate;

Before publishing the notice, the candidate or presiding officer must submit the 25 names to the elections official to confirm that they are active registered voters.

### 5 File the Notice of Assembly

To receive final approval to convene the assembly, the candidate or presiding officer must file a copy of the published notice with elections official.



The candidate or presiding officer must publish the notice and file it with the elections official no later than ten days before the nominating convention. ORS 249.735(3).



If the published notice is not filed on time or does not meet the requirements described above, the Assembly of Electors will be cancelled. The candidate or presiding officer may reschedule the assembly in coordination with the elections official and may hold the assembly once all the requirements are met.

### 6 Get Affidavits to Prove the Notice was Published

The candidate or presiding officer must get an affidavit from each of the newspapers where the notice is published, to prove that the notice was published, as required. Each affidavit should attach to a copy of the notice and be signed by one of the following:

- → the newspaper's owner; or
- → the newspaper's editor; or
- → the newspaper's publisher; or
- → the newspaper's manager; or
- → the newspaper's advertising manager; or
- → the principal clerk of the owner or editor or manager; or
- → the newspaper's printer or the printer's foreperson.
- The candidate or presiding officer should not submit the affidavit with the filed notice.

  They should keep it and submit it to the elections official when they file the completed petition after the Assembly of Electors. ORS 249.735 (4)

### 7 Receive Approval to Hold the Assembly

Once the candidate or presiding officer files a copy of the published notice (see Step 5, above), the elections official will review it for completeness. If complete, the elections official will give approval, in writing, to hold the Assembly of Electors. The approval document will include:

- → the petition number; and
- → the number of required signatures; and
- → the filing deadline; and
- → a signature sheet template, to use for gathering signatures.

### 8 Hold the Assembly of Electors

The presiding officer is advised to invite more than the required number of participants, to ensure that the minutes include enough valid signatures from active voters. After starting the assembly, the presiding officer must explain that:

- → the nominating convention is held in one day in one location and is completed within 12 hours or the process must begin again;
- → the assembly participants must be active Oregon registered voters within the electoral districts from which the assembly is nominating candidates;
- → the assembly may only nominate candidates for offices published in the notice;
- → the candidate who receives the highest number of votes for an office will be the assembly's nominee for that office;
- → only assembly participants who are active registered voters may sign the signature sheets;

#### and

→ once the required number of active registered voters are present to participate, they must remain in the assembly until candidates have been nominated, signature sheets are signed, and the convention is adjourned.

### 9 Filing a Vacancy in Nomination(s)

If a vacancy in nomination occurs, it may be filled in either one of the following ways:

- → The presiding officer may reconvene the assembly following the same rules as the original assembly. or
- → The original assembly must vote to appoint the committee to whom the assembly will delegate the authority to fill vacancies. A committee designated by the original assembly may select a nominee to fill the vacancy. The assembly is considered the same assembly if the presiding officer and secretary are the same as during the original assembly. The committee only has the authority to select a nominee to fill the vacancy if the petition has the required number of signatures.

The presiding officer, or the committee, must file with the elections official a certificate of nomination designating the nominee to fill the vacancy.



The vacancy must be filled no later than the 70th day before the general election, August 2725, 20242026.

### 10 Adjourn the Assembly of Electors

After the assembly has completed the nomination process and selected the committee to fill vacancies, if any, the assembly is adjourned. The elections official collects all completed signature sheets and stamps each sheet under the last signature line signed to ensure no additional signatures are added. The signature sheets will be returned to the presiding officer.

### 11 Complete the Petition, Signature Verification

To complete the petition process the candidate or presiding officer must submit to the elections official:



Notarized form SEL 115 Candidate Filing – Assembly of Electors with the Certificate of Nomination executed by the presiding officer and secretary of the assembly;



The Certificate of Nomination may be executed and notarized on a copy of the SEL 115 originally submitted. If executed and notarized on a new SEL 115, all sections of the form must be completed in their entirety.

→ signature sheets that contain at least 100% of required number of signatures;

#### and

→ proof of published notice affidavit(s).

The candidate or presiding officer submits signature sheets to the appropriate county elections official for verification allowing sufficient time for the verification process to be completed prior to the filing deadline.

Before submitting the signature sheets for verification, the presiding officer must:

- ->-ensure each signature sheet certification is signed and dated by the circulator and
- → sort the signature sheets by county, if required.

The county elections official verifies the signatures against the voters' registration record.

### 12 Signature Tally

The elections official tabulates the number of valid signatures contained on the accepted signature sheets and notifies the candidate and presiding officer of the final tally.

# Nonpartisan Office – County ORS 249.031

In a county nonpartisan race, a candidate does not run as a member of a political party. County nonpartisan offices include Justice of the Peace, County Clerk, County Assessor, <u>Auditor</u>, <u>Surveyor</u>, County Treasurer, Sheriff and County Judge <u>who exercises judicial functions</u>; it may also include County Commissioner. ORS 249.002. Check with the County Clerk for specific qualifications.

### **Qualifications**

All Candidates must be US Citizens and Registered Voters

Office	Age	Residency	Term of Office	Special Requirements	Vacancies
Assessor	18	Resident of county one year prior to election ORS 204.016	4 years ORS 204.010	The candidate must be a registered appraiser or an appraiser trainee; have two years accounting experience or two years employment in an appraiser's office; and be certified to be eligible by the Dept. of Revenue.  ORS 204.016(4)	County governing body appoints qualified person to serve until successor is elected ORS 236.210
Auditor	18	Resident of county one year prior to election ORS 204.016	<b>4 years</b> ORS 204.010	Must be a registered CPA	County governing body appoints qualified person to serve until successor is elected ORS 236.210
Clerk	18	Resident of county one year prior to election ORS 204.016	4 years OR Const-, Art VI, §6		County governing body appoints qualified person to serve until successor is elected ORS 236.210
Sheriff	21	Resident of county one year prior to election ORS 204.016	4 years OR Const-, Art VI, §6	Proof of certification or eligibility for certification by the Department of Public Safety Standards and Training must be provided to the filing officer no later than the 61st day prior to the election. Exceptions may apply. ORS 206.015 (3) and (4)	County governing body appoints qualified person to serve until successor is elected ORS 236.210
Treasurer	18	Resident of county one year prior to election ORS 204.016	4 years OR Const-, Art VI, §6		County governing body appoints qualified person to serve until successor is elected ORS 236.210
Commissioner	<u>18</u>	Resident of county one year prior to election ORS 204.016	ORS 204.010	This is a partisan office unless a county home rule charter or ordinance deems it nonpartisan.  Contact the local elections official for further information.	County governing body appoints qualified person until successor is elected ORS 236.215
Surveyor		Resident of county one year prior to	4 years ORS 204.010		County governing body appoints qualified person to

Forms are available online at www.oregonvotes.gov.

		election ORS 204.016			serve until successor is elected ORS 236.210
Justice of the Peace	18	Resident of state for 3 years, residence or office in district 1 year prior to appointment or becoming a candidate ORS 51.240	6 years (must retire at end of calendar year in which judge attains the age of 75) OR Const-, Art VII, §1a	Be a licensee of the Oregon State Bar ORS 51.240  If not a member licensee of the state bar, must take 30 hours of continuing education every 2 calendar years ORS 51.245	Governor appoints qualified person to serve until successor is elected ORS 51.260
County Judge Who Exercises Judicial Functions	No older than 75	Resident of the county for one year before prior to election ORS 204.016	6 years	Must retire at end of the calendar year in which the judge turns 75 OR Const <sub>-</sub> , Art VII <sub>2</sub> §1a	Governor appoints qualified person to serve until successor is elected ORS 236.210
County Judge without Judicial Functions	18	Resident of county one year prior to election ORS 204.016	4 years		County governing body appoints qualified person to serve until successor is elected  ORS 236.210

<sup>(</sup>i) County Commissioner is a partisan office unless a county home rule charter or ordinance deems it nonpartisan. Contact the local elections official for further information.

<sup>(</sup>i) Qualifications for county, city, or district office may be governed by county or city charter or ordinance or district by-laws and are not provided. For those offices or any other office not listed in these tables, contact the local elections official for the required qualifications.

### **Filing Requirements**

All signatures must be of active Oregon registered voters within the district.

All filings and an accompanying payment of fees or verified signatures required to be filed, must be delivered to and actually received at the office of the designated officer not later than 5:00:00 pm of on the day the document or fee is dueapplicable filing deadline.

	<b>Primary Election</b>	<b>General Election</b>	Regularly Scheduled District Election
First Day to File	September <u>1411</u> , <del>2023</del> <u>2025</u>	June <del>5</del> <u>3</u> , <del>202</del> 4 <u>2026</u>	February <u>86</u> , <del>2025</del> <u>2027</u>
() Last Day <u>for Candidates</u> to File ( <u>other than Elected Incumbents</u> )	March <del>12</del> <u>10</u> , <del>2024</del> <u>2026</u>	August <del>27</del> 25, <del>2024</del> 2026	March <del>20</del> 18, <del>2025</del> 2027
(1) <u>Last Day for Elected Incumbent</u> <u>Candidates to File</u>	March 3, 2026	August 18, 2026	March 11, 2027
① Last Day to Withdraw	March <del>15</del> <u>13</u> , <del>202</del> 4 <u>2026</u>	August <del>30</del> 28, <del>2024</del> 2026	March <del>20</del> 18, <del>2025</del> 2027
Office	Fee		Required Signatures
Justice of the Peace	Free No fee ORS 249.056 (2)		
County Judge Who Exercises Judicial Functions, Assessor, Auditor, Clerk, Sheriff, Commissioner or Treasurer	\$50	or	The lesser of either 500 signatures or 1% of the number of votes cast in the district for governor Governor at the last election at which the Governor was elected to a full term.

<sup>(</sup>i) Contact the local elections official for applicable charter or ordinance provisions that may supersede this information

### Filing Methods for a Nonpartisan Office Candidate

ORS 249.020



A person may only file for one lucrative office at the same election. Unless the person has withdrawn from the first filing, all filings are invalid. ORS 249.013

### Filing by Fee

ORS 249.056

A candidate files form SEL 101, and pays the required filing fee, if any. See Filing Requirements above.

### Filinge by Petition

ORS 249.008, 249.020, 249.031, 249.035, and 249.061-249.076

The following information provides instructions on collecting and submitting sufficient valid signatures to place the candidate's name on the ballot.



Violations of certain circulator requirements may result in conviction of a felony with a fine of up to \$125,000 and/or prison for up to 5 years. ORS 260.715 and 260.993

### **Prospective Petition**

Prior to obtaining any signatures, candidates must file the following forms to begin the signature sheet approval process:



SEL 101 Candidate Filing-Major Political Party or Nonpartisan marked "Prospective Petition"



SEL 121 Candidate Signature Sheet – Nonpartisan.



See Signature Sheet Requirements on page 28.

### **Approval to Circulate**

After receiving the required forms, the elections official reviews for required information and if complete will provide written approval to circulate the prospective nominating petition that includes:

- → petition number;
- → number of signatures required; and
- → filing deadline.



All signature sheets must be approved in writing by the elections official before circulating. Failure to do so will result in the rejection of the signature sheets.

### **Required Signatures**

County nonpartisan candidates must have the lesser of either:

→ 500 signatures

or

→ 1% of the number of votes cast in the electoral district for governor.

A nonpartisan candidate may obtain signatures from any active Oregon registered voter in the county, regardless of political party affiliation.

### **Complete Filing**

To complete the filing process a candidate mustwill:

- 1 ensure each signature sheet certification is signed and dated by the circulator;
- 2 submit the signature sheets to the county elections official for verification allowing sufficient time for the verification process to be completed prior to the filing deadline;

and

3 file the signature sheets with the Form SEL 338 Petition Submission – Candidate, Voters' Pamphlet.

### **Candidate Filing Timeline**



The 2024 Primary Election filing period is from September 14, 2023 to 5 pm on March 12, 2024.

#### **City Candidates**

City candidates may file with the city elections office by paying a filing fee or by a petition containing signatures.

The city elections official will verify qualification for a candidate prior to their name being placed on the ballot. If the candidate does not qualify for the position, the filing will be rejected and any fees will be refunded.

Qualifications and requirements set by city charter or ordinance may differ from state statutes. For more information and specific requirements, contact the city elections official before filing.

### **Filing Requirements**

All filings and an accompanying payment of fees or verified signatures required to be filed, must be delivered to and actually received at the office of the designated officer not later than 5:00:00 pm of on the day the document or fee is dueapplicable filing deadline.

	Primary Election		General Election
() First Day to File	September <u>1411</u> , 202 <u>5</u> 3		June <u>53</u> , <del>202</del> 4 <u>2026</u>
( <u>Jast Day for Candidates</u> to File ( <u>other than Elected Incumbents</u> )	March 1 <u>0</u> 2, 202 <u>6</u> 4		August <del>27</del> 25, <del>202</del> 4 <u>2026</u>
<u>Last Day for Elected</u> <u>Incumbent Candidates to File</u>	March 3, 2026		August 18, 2026
() Last Day to Withdraw	March 1 <u>3</u> 5, <del>2024</del> <u>2026</u>		August <del>30</del> 28, <del>2024</del> 2026
Office	Fee		Required Signatures
City Office  i Contact the local elections official to determine which election the office will appear on and for any applicable charter or ordinance provisions that may supersede this information.	Set by charter or ordinance	or	The lesser of either 500 signatures or 1% of the number of votes cast in the district for governor at the last election at which the Governor was elected to a full term.

### **Filing Methods for City Candidates**



A person may only file for one lucrative office at the same election. Unless the person has withdrawn from the first filing, all filings are invalid. ORS 249.013

#### File Filing by Fee

ORS 249.056

A candidate must file the following with the city elections office:



Form SEL 101 Candidate Filing – Major Political Party or Nonpartisan

### and

→ pay the required filing fee, if any.

City candidate filing fees may be set by a city charter or ordinance. Check with your city elections official for more information.

### File-Filing by Petition

ORS 249.008, 249.020, 249.031, 249.035, and 249.061-249.076

All signatures must be from active Oregon registered voters within the district.

A candidate must allow sufficient time for signatures to be verified before the filing deadline.



Violations of certain circulator requirements may result in conviction of a felony with a fine of up to \$125,000 and/or prison for up to 5 years. ORS 260.715 and 260.993

The following forms must be completed and filed with the city elections office:



SEL 101 Candidate Filing – Major Political Party or Nonpartisan marked "Prospective Petition"

#### and



SEL 121 Candidate Signature Sheet – Nonpartisan.



See Circulator and Petition Sheet Requirements on page 28.

### **Approval to Circulate**

After receiving the completed forms the elections official reviews for required information and if complete will provide written approval to circulate the prospective nominating petition that includes:

- → petition number;
- → number of signatures required; and
- → filing deadline.



All signature sheets must be approved in writing by the elections official before circulating. Failure to do so will result in the rejection of the signature sheets.

### **Required Signatures**

A candidate is advised to obtain more than the required number of signatures to ensure the petition contains a sufficient number of valid signatures.

City candidate must have the lesser of either:

→ 500 signatures

or

→ 1% of the votes cast in the electoral district for all candidates for Governor at the last election where the Governor was elected to a full term.

City charter or ordinance may have different requirements.

### **Complete Filing**

To complete the filing process a candidate must:

- 1 ensure each signature sheet certification is signed and dated by the circulator;
- 2 submit the signature sheets to the city elections official for verification allowing sufficient time for the verification process to be completed prior to the filing deadline;

#### and

3 file the signature sheets with Form SEL 338 Petition Submission – Candidate, Voters' Pamphlet.

### **Signature Verification**

The city elections official will review signature sheets for sufficient circulator certification.

The city elections official will submit the signatures to the county elections official for signature verification. The county elections official will:

- → verify the signatures against the voters' current registration record **and**
- → return the certified signature sheets to the city elections official.

The city elections official will notify the candidate of the results of the signature verification. If it is determined that there are not enough valid signatures and the filing deadline has not passed, the candidate may submit additional signatures.

### **Candidate Filing Timeline**



If a city does not elect candidates at a primary election, the first day to file for office is June 5, 2024, and the deadline is 5 pm on August 27, 2024, for the November 5, 2024 General Election.

#### **District Candidates**

ORS 255.235

For special district positions, the filing officer is the County Elections Official of the county where the administrative office of the district is located. District candidates may file with the county elections office of the district is paying a filing fee or by petition to obtain signatures.

#### **Qualifications for District Offices**

Contact the Elections Division for what procedures apply to candidates for a newly created district board. Before filing for district office, a candidate should contact the county elections official to review the statutory requirements for the office sought.

Special district statutory requirements may differ from general state elections requirements.

Soil and Water Conservation District candidates must contact the Oregon Department of Agriculture for information related to filing for candidacy.

Regular district elections to elect district board members are held at the May election in each odd-numbered year. For more information and specific requirements, contact the county elections official before filing.

Candidates for Metropolitan Service District (MSD) offices must follow the same process as state and county nonpartisan candidates.

### **Filing Requirements for District Offices**

Contact your the appropriate county elections official to ensure all statutory requirements are met.

All signatures must be of active Oregon registered voters within the district.

All filings and an accompanying payment of fees <u>or verified signatures</u> required to be filed, must be delivered to and actually received at the office of the designated officer not later than 5:00:00 pm <u>of on</u> the <u>day the</u> <u>document or fee is dueapplicable filing deadline</u>.

Primary Election	<b>General Election</b>	Regularly Scheduled District Election
February 1, 2024January 29	July 18, 2024 July 16	February <u>86</u> , <u>20252027</u>
March <del>12</del> <u>10</u> , <del>2024</del> <u>2026</u>	August <del>27</del> 25, <del>202</del> 4 <u>2026</u>	March <del>20</del> 18, <del>2025</del> 2027
March 3, 2026	August 18, 2026	March 11, 2027
March <del>12</del> <u>10</u> , <del>2024</del> 2026	August <del>27</del> 25, <del>202</del> 4 <u>2026</u>	March <del>20</del> 18, <del>2025</del> 2027
Fee		Required Signatures
\$10	or	The lesser of either 25 signatures or 10% of the total number of active registered voters in the district.  Contact the local elections official for any applicable by-laws that may supersede this information.
	Election  February 1, 2024January 29  March 1210, 20242026  March 3, 2026  March 1210, 20242026  Fee	Election       February 1, 2024 July 16       2024 January 29     July 18, 2024 July 16       March 4210, 2024 2026     August 2725, 2024 2026       March 3, 2026     August 18, 2026       March 4210, 2024 2026     August 2725, 2024 2026       Fee     Fee



No person may be a candidate for more than one position on the same district board to be filled at the same election. ORS 249.013



### **Filing Methods for District Candidates**



A person may only file for one lucrative office at the same election. Unless the person has withdrawn from the first filing, all filings are invalid. ORS 249.013

### File Filing by Fee

ORS 249.056

A candidate will file:



Form SEL 190 District Candidate Filing form

and

→ The appropriate filing fee.

### File Filing by Petition

ORS 249.064, 249.076, 255.012, 255.235

A candidate must allow sufficient time to have the signatures verified before the filing deadline. A candidate nominating petition for a district candidate is not approved by the county elections official prior to circulation. Instead, the district candidate uses the following signature sheet to gather signatures:



Form SEL 121 Candidate Signature Sheet – Nonpartisan or



See Circulator and Petition Sheet Requirements on page 28.

Form SEL 338 Petition Submission - Candidate, Voters' Pamphlet.



Violations of certain circulator requirements may result in conviction of a felony with a fine of up to \$125,000 and/or prison for up to 5 years. ORS 260.715 and 260.993

### **Complete Filing**

To complete the filing process a candidate must:

- 1 obtain the required number of signatures, although obtaining more than the required number may help to ensure the petition contains a sufficient number of valid signatures;
- 2 ensure each signature sheet certification is signed and dated by the circulator;

and

3 submit the signature sheets to the appropriate county elections official for signature verification along with:



Form SEL 190 Candidate Filing – District and



Form SEL 338 Petition Submission - Candidate, Voters' Pamphlet.

### **Signature Verification**

The county elections official reviews signature sheets for sufficient circulator certification and verifies the signatures against the voters' current registration record.

## Write-In Candidates

ORS 254.548

Oregon voters have the option of writing in the name of a candidate for any office instead of voting for a candidate printed on the ballot. Write-in votes are tallied together with a lump sum recorded for each office unless there is no candidate on the ballot, or the total number of write-in votes exceeds the candidate with the most votes.

A candidate seeking nomination or election to office by write-in does not complete any candidate filing forms but must qualify for the office and may be required to establish a campaign account and file a Statement of Organization designating a candidate committee.



See the Campaign Finance Manual and the ORESTAR User's Manuals available at www.oregonvotes.gov.

Prior to sending a notification to any person who is nominated or elected by write-in, the filing officer will conduct a review of the qualifications of the office. If the person who received the most votes does not qualify for the position, the office becomes vacant.

If any individual is nominated or elected by write-in votes, the procedures for accepting the nomination of office are explained in the following sections.

### **Notification**

The elections official notifies the candidate by sending:



Form SEL 141 Write-In Candidate Acceptance

## **Acceptance of Nomination or Office**

To accept the nomination or office, the candidate completes, signs, and returns form SEL 141 to the elections official.

#### **Certificate of Nomination or Election**

Upon receipt of the completed and signed SEL 141 the elections official prepares and delivers a certificate of nomination or election to the candidate and if applicable, issues a proclamation of election.



### **Deadline to Complete Write-In Process**

	<b>Precinct Committeeperson</b>	<b>Primary Election</b>	<b>General Election</b>	District Election
Notification	June <del>17</del> <u>15</u> , <del>202</del> 4 <u>2026</u>	June 2 <u>6</u> 8, <del>202</del> 4 <u>2026</u>	December <del>13</del> 11, <del>2024</del> 2026	June <del>27</del> 25, <del>2025</del> 2027
Acceptance	June <del>24</del> <u>22</u> , <del>202</del> 4 <u>2026</u>	July <u>31</u> , <del>2024</del> <u>2026</u>	December <del>18</del> 16, <del>2024</del> 2026	<del>July 2, 2025</del> June 30, 2027
Certificate	June <del>25</del> <u>23</u> , <del>202</del> 4 <u>2026</u>	July <u>6</u> 5, <del>2024</del> <u>2026</u>	December <del>20</del> 18, <del>2024</del> 2026	July <del>3</del> 2, <del>2025</del> 2027

## **Vacancy**

The procedures for the filling of vacancies in an elective public office or nomination are dependent on the office. A vacancy in nomination occurs when a candidate on the ballot becomes disqualified or dies (a candidate may only withdraw from the ballot after they have filed and up to the specified deadline for withdrawal). A vacancy in office occurs when the current office holder resigns, is recalled, becomes disqualified or dies.

For local elective public offices, the vacancy procedures are under the authority of the local jurisdiction and the Secretary of State, Elections Division does not generally provide advice or resolve disputes about those procedures. The Secretary of State, Elections Division has a role *only* in the vacancy procedures for state offices. These procedures differ depending on whether the public office is partisan or nonpartisan and also differ for specific offices within those categories.

A vacancy in office may occur at any time during the term of office, even before the person takes the oath of office or before the term ends.

- → The processes for filling a vacancy are dependent upon the type of office and when the vacancy occurred, not why the vacancy occurred.
- → Reasons for vacancies may include death, resignation, disqualification, or recall.
- → ORS 236.320 provides that resignations for public office shall be in writing and filed with the appropriate filing officers.

The Oregon Constitution, Oregon Revised Statutes, and Oregon Administrative Rules have applicable sections regarding vacancies. The Oregon Constitution and Oregon Revised Statutes can be searched here. The search can be narrowed by using the ORS General Index. Oregon Administration Rules are found here.

## **Petition Guidelines and Requirements**

The guidelines and requirements for producing and circulating candidate nominating petition signature sheets are explained in the following sections.

## **Official Signature Sheets**

ORS 249.031, 249.061, and 249.064

Local candidates must use approved signature sheet forms to collect signatures. Candidate nominating petitions cannot be circulated using an electronic signature sheet.

Signature sheets must be submitted for approval exactly as intended to circulate, including weight, style, and color of paper. Official signature sheets include:

- → Form SEL 102, Candidate Signature Sheet Major Party
- → Form SEL 116, Candidate Signature Sheet Assembly of Electors
- → Form SEL 121, Candidate Signature Sheet Nonpartisan
- → Form SEL 122, Candidate Signature Sheet Individual Electors



Any proposed variation to the approved signature sheet must be resubmitted and approved in writing by the elections official before circulating.

## Signature Sheet Requirements

Each signature sheet must meet the following formatting requirements:

- → standard 8½ x 11 size paper or equivalent;
- → at least 20 pound uncoated paper or equivalent; and
- → printed on white or colored paper stock to enable elections officials to readily verify signatures.



### **Guidelines for Circulation**

ORS 249.061

To ensure compliance with circulating requirements, candidates must educate circulators on the guidelines for circulating and monitor their activities.

### **Circulator Requirements**

Each circulator must:	What this means:
→ personally witness each signature collected;	✓ Watch the person sign the petition.  It is not sufficient to merely be present in the same room or vicinity.  ✓ Watch the person sign the petition.  It is not sufficient to merely be present in the same room.  ✓ Watch the person sign the petition.  ✓ Watch the petition sign the petition.  ✓ Watch the petition sign the petition.  ✓ Watch the petition sign the petitio
→ complete the circulator certification after witnessing all signatures collected on a sheet; and	<ul> <li>✓ Sign the certification using a legal signature.</li> <li>(i) A legal signature is defined as a signature possessing obvious and predominantly matching characteristics to signatures on file from a paid circulator's registration, signatures in the Oregon voter registration file, or the signature on an official government document.</li> <li>(i) Initials, signature stamps, illegible or printed script are not sufficient unless verified by exemplar.</li> </ul>
→ provide the date when the certification was signed.	✓ The date must be provided in month, day, year order if written in all numbers.



A circulator's failure to comply with these requirements may result in the rejection of the petition signature sheets and a felony conviction for the circulator.

### **Circulator Prohibitions**

It is against the law for circulators to knowingly:

- → circulate a petition containing a false signature;
- → attempt to obtain the signature of a person who is not qualified to sign the petition;
  - (i) Only active Oregon registered voters may sign a petition.
- → make false statements to any person who signs the petition or requests information about it;
- → offer money or anything of value to another person to sign or not sign the petition;
- → sell or offer to sell signature sheets; or
- → write, alter, correct, clarify or obscure any information about the signers unless the signer initials after the changes are made.
  - (i) A circulator may assist a disabled signer who requests assistance in completing their printed name, address and date signed. In such a case, no initials are required.



Violations of the circulator requirements may result in conviction of a felony with a fine of up to \$125,000 and/or prison for up to 5 years. ORS 260.715 and 260.993

### **Signer Requirements**

#### Each petition signer must: What this means: All Petition Types → Signers should provide an original signature and should ✓ Signers must sign the petition using a be encouraged to provide their printed name and date signature contained in their voter registration signed. record. These informational fields, while optional unless otherwise noted below, provide valuable assistance when verifying signatures. (i) Signers must include printed name for Nomination by Assembly of Electors and for Major Party Presidential Candidates. → Signers should be an active registered voter at the time ✓ Information in the voter's registration record of signing the petition in the candidate's electoral is up to date, and they would be able to vote district. for the candidate. ✓ Signers should sign a petition sheet designated → Sign a petition sheet that is designated for their county of residence, if applicable. for the county in which they are registered to vote. ✓ Signers should provide the address at which → Provide a residence or mailing address. they are registered to vote. **Nominating Petition Only** ✓ Signers are encouraged to provide precinct → At the time of signing the petition, signers are encouraged to include the signer's precinct name or number. information. **Major Party Petition Only** → At the time of signing the petition, the signer should be ✓ Information in the voter's registration record a member of the same political party as the candidate. is up to date, and they would be able to vote for the candidate at a primary election.

### **Signature Date**

If no date is provided by the signer, the signature is only considered valid if the signer:

- ✓ was an active Oregon registered voter between the date the petition was approved to circulate and the circulator's certification date; or
- ✓ was originally registered to vote on or after the date the petition was approved to circulate and was an active registered voter between their original registration date and the circulator's certification date.



This standard also applies to any signer that provides a date of birth or a date that at the time of verification has not yet occurred instead of the date they signed the petition.

### **Signer Prohibitions**

It is against the law for signers to knowingly:

- → sign another person's name under any circumstances;
- → sign a petition more than one time; or
- → sign a petition when not qualified to sign it.



Only active Oregon registered voters may sign a petition. If the signer is not registered to vote or an active voter the signature will be rejected unless a completed registration card is received by a designated voter registration agency or an elections filing officer before 5:00:00 pm the day the petition is signed or 11:59:00 pm if completed electronically online at www.oregonvotes.gov.

## **Certification of Signature Sheets**

OAR 165-014-0270

After all signatures on a signature sheet have been collected, circulators complete the certification by signing their legal signature and providing the date when the certification was signed. A legal signature is defined as a signature possessing obvious and predominantly matching characteristics to signatures on file from a paid circulator's registration, signatures in the Oregon voter registration file, or the signature on an official government document.



If the circulator certification is not completed or determined to be insufficient the signature sheet will be rejected.

Prior to submission to elections officials the circulator may correct the following defects:

### **Circulator Signature Defects**

If the circulator has:	Then the circulator should:
<ul><li>→ signed using only initials;</li><li>i Unless verified by exemplar.</li></ul>	✓ sign and re-date certification with legal signature;
<ul> <li>→ signed using a signature stamp;</li> <li>i Unless approved under ORS 246.025.</li> </ul>	✓ re-sign and re-date certification with legal signature;
→ signed using an illegible signature;  i Unless verified by exemplar.	✓ re-sign and re-date certification with legal signature;
→ photocopied or carbon copied the certification; or	✓ sign and re-date certification with legal signature; or
→ signed in a manner that the signature, printed name, and address are all illegible;	✓ re-sign and re-date certification with legal signature.

### **Certification Date Defects**

If the date is:	Then the circulator should:
→ missing;	✓ re-sign and date or date and initial correction;
→ crossed out;	✓ re-sign and re-date or re-date and initial correction;
→ overwritten with a different date;	✓ re-sign and re-date or re-date and initial correction;
<ul> <li>→ earlier than all petition signers;</li> <li>i Unless the circulator and the only signer are the same person.</li> </ul>	✓ re-sign and re-date or re-date and initial correction;
→ earlier than some, but not all petition signers;  Only those signatures dated on or before the date of the certification will be accepted.	✓ re-sign and re-date or re-date and initial correction;
→ partial or ambiguous; or	re-sign and re-date <b>or</b> re-date and initial correction; or  Date must be provided in month, day, and year order if written in all numeric characters.
→ obscured in any way by white out or other correction fluid or adhesive tape.	✓ re-sign and re-date or re-date and initial correction.

The following defects in the circulator certification cannot be corrected and any signature sheet submitted that contains one of these defects will be rejected:

#### **Incurable Defects**

- → the original signature of a circulator has been crossed out, and a different circulator's signature is inserted;
  - (i) Does not apply if the original signature is that of an individual whose signature appears on the same signature sheet as a signer.
- → two individuals sign and date as circulator; or
  - (i) Does not apply if the only signers and the circulators are the same people.
- → white-out or other correction fluid or adhesive tape appears on the signature line.

## **Guidelines for Completing Candidate Filing Forms**

ORS 249.031

Failure to provide information for each of the required fields may result in rejection of the candidate filing.

If any of the required information is incomplete or insufficient, the filing officer will notify the candidate by phone, or in writing, including by email, of the deficiencies on the forms. The filing will not be processed or considered filed until the required information is provided.



Providing false statements on filing forms is a violation of Oregon Election Law and the candidate may be convicted of a Class C Felony. ORS 260.715(1) and 260.993

Counties may create an electronic version of Candidate Filing Forms. The electronic version of Candidate Filing Forms must contain the required information listed in the statute and have the same components as the PDF version posted on oregonvotes.gov-website.

### **Residence Address Exemption Request**

Candidates for public office are required tomust provide their residential address for elections officials to confirm that candidates and elected officials reside in the appropriate district and/or jurisdiction.

However, a candidates may choose to limit the public accessibility of candidate's residence address from the filing form and a list of electors delivered under ORS 247.940 or 247.945. Candidates wanting to exempt their residence address from public disclosure must complete and file the following form:



SEL 180 - Residence Address Exemption Request

This exemption does not apply to precinct committeeperson or candidates for that office.

Candidates who choose to exempt their residence address from disclosure must provide a publicly disclosable mailing address.

The ballot for each election will be sent to the publicly disclosable mailing address provided by the candidate.

The Elections Official will make all efforts to review the request for exemption within five (5) business days.

If the exemption is granted, the exemptionit is effective until the:

- → person is no longer a candidate;
- → candidate was not elected to the public office;
- → candidate ceases to hold public office.

To terminate the exemption early, submit a written request to the Elections Official.

A-The publicly disclosable mailing address listed on Residence Address Exemption Request will be used as the mailing address on the candidate filing if the exempt residence address is used as the mailing address on the filing.

The residence address of a candidate is still subject to inspection as a public record, under ORS 192.311 to 192.478, only to a person who has filed a written public records request.

(a) Forms are available online at www.oregonvotes.gov.

All forms must be complete before submitting them to the elections official.

Additional information may be required and will be discussed further in this section under the specific section.



Failure to provide information for each of the required fields may result in rejection of the candidate filing.

## **Candidate Filing Form**

### **Original or Amendment**

May iIndicate if the filing is an Original filing or an Amendment that is changing information prior to the filing deadline.

### **Office Information**

Complete the following information.

- → Filing for Office of: Must indicate the office the candidate is filing for.
- → District, Position or County: Must indicate the district, position or county of the office the candidate is filing for except when filing for countywide offices.
- → Incumbent: Must indicate whether the candidate is the current office holder seeking reelection for an additional term by selecting "No" or "Yes".
- → If Incumbent: Must indicate whether the candidate is Elected or Appointed Incumbent.

Section 17b of House Bill 4024 (2024) changed the filing deadline for incumbent public office holders. An incumbent seeking re-election to the same office must file their declaration of candidacy or nominating petition at least seven days before the applicable filing deadline for non-incumbent candidates. Incumbent candidates that were appointed to the position they are seeking election to are subject to the same filing deadline as non-incumbent candidates.

### **Candidate Information**

Complete the following information:

- → Name of Candidate: Must include at least the first and last name. This should be the candidate's full name (first, middle initial (if applicable), and last). If filing online through ORESTAR, this field is automatically populated from the user profile and cannot be modified.
- → How name should appear on ballot: Must ilnclude how the candidate wishes their name to appear on the ballot. If a nickname is used in connection with the candidate's full name, the nickname should be in parentheses. Titles and designations (e.g., Dr., CPA) should not be included as they cannot appear on the ballot.
- → Candidate Residence Address: Residential address of the candidate, including the county, must be used provided.

Mailing Address for Candidate Correspondence: Must il Include the address where the candidate wishes to receive correspondence from the elections official.

Do not use an address included on a non-disclosure order on file. A publicly disclosable mailing address listed on the non-disclosure request will be used as the mailing address on the candidate filing if the exempt residence address is used as the mailing address on the filing.

→ To use the residence address as the mailing address for candidate correspondence, click in the checkbox.

→ Contact Information: Enter valid phone number where the candidate can be reached during normal business hours, fax, email address, and website, if applicable.

The following are guidelines to complete the required fields of occupation, occupational background, educational background, and prior governmental experience on the candidate filing forms. These fields are required and information provided must be accurate. Not every occupational, educational, or prior governmental experience is required to be provided, but what is listed must be accurate. If the candidate has no relevant experience, "noneNone" or other equivalent must be entered.

### **Occupation and Occupational Background**

- → Occupation (present employment paid or unpaid): The current full- or part-time employment or other line of work, business, craft, or professional information (not required to indicate whether paid or not paid). If not employed, enter "Not Employed", or "None", or other equivalent.
- → Occupational Background (previous employment paid or unpaid): Previous full- or part-time employment or other line of work, business, craft or professional information (not required to indicate whether paid or not paid).
- > Educational Background
- → Educational Background (schools attended): This may include schools attended by the candidate, including the last grade level completed, whether a diploma, degree or certificate was received, and the course of study. It is not required that every educational experience be listed, but what is listed must be accurate.
- → Educational Background (other): Other educational experiences of the candidate.
- A degree indicates a college, university or professional school has awarded a title upon the person for completion of a program of study. For this purpose, honorary degrees or degrees from "degree mills" should not be included under this requirement.

### **Prior Governmental Experience**

→ Prior Governmental Experience (elected or appointed): The current or previous governmental experience, which refers to a person's involvement in governmental activities, such as appointed boards and commissions, elected boards other elected or appointed public offices or organizations that are recognized by a governmental body. Full- or part-time, paid or unpaid, or volunteer experience may be included (not required to indicate whether paid or not paid). If the candidate has no prior governmental experience, enter "None" or other equivalent.

### **Candidate Signature and Date Signed**

Additional Information Required

The following instructions are for fields on specific forms that are unique to that form.

## SEL 101 Candidate Filing - Major Political Party or Nonpartisan

### Filing Method

Complete the following information.

→ Fee: If paying a fee, may check this box.

- → Prospective Petition: If collecting signatures in lieu of paying the filing fee, may check this box.
- → Some circulators may be paid: When collecting signatures, circulator pay status must be disclosed. Lift circulators may be paid to gather the sufficient number of signatures, mark "Yes." If circulators are volunteering their time to help collect signatures, mark "No."

### Office Information

Complete the following information.

- ->- Filing for Office of: Indicate the office the candidate is filing for.
- -> District, Position or County: Indicate the district, position or county of the office the candidate is filing for.
- → Party Affiliation: Select the candidate's party affiliation. If entering your candidacy online, "Nonpartisan" will automatically populate if the office indicated is nonpartisan.
- → Incumbent Judge: If filing for a state judge position, indicate if the candidate is the incumbent judge by selecting "Yes" or "No." SEL 110 Candidate Filing Minor Political Party

### **Nomination Information**

- → Party nomination you are accepting Which political party's nomination are you accepting with this filing: Must €check the box for the party that is nominating you the candidate and whose nomination you are the candidate is accepting.
- → <u>Ballot</u> Order of parties on ballot: Indicate whether the order of the parties will be in default order or in a specified order. If marking Specified, specify the order in the space provided. <u>If a selection is not made</u>, the party names will be printed in the default order specified on page 8.
- If you have the candidate previously filed a candidacy filing with the filing officer for the current election cycle, skip to the Candidate Nomination Certificate and Candidate Attestation on the form. If you have the candidate has not previously filed a candidacy filing with the filing officer for the current election cycle, fill out all remaining fields.

#### **Candidate Nomination Certificate**

Candidate filings by a minor party must be notarized prior to submission. The following fields must be completed.

- → Name of Minor Political Party: Must linclude the name of the Minor Party nominating the candidate.
- → Printed Name of Minor Political Party Officer: Must include the clearly printed name of the officer that signed the candidate filing form.
- → **Signature of** the **Officer of Minor Political Party <u>Officer</u>: Must** Include the signature of one of the officers listed on the by-laws of the minor political party.
- → **Date Signed:** Must illude the date the officer of the political party signed the candidate filing form.
- → Printed Name of the Officer of Minor Political Party: Include the clearly printed name of the officer that signed the candidate filing form.

The following required fields are completed by athe Judge or Notary Public.

- → **State of Oregon, County of:** Include the name of the county in which the <del>Judge or</del> Notary Public is signing the <del>candidate filing form</del>notarization.
- → Signed-Subscribed and sworn to (or affirmed) before me on: Include the date the Judge or Notary Public witnessed the Minor Political Party officer sign the candidate filing form.

Forms are available online at www.oregonvotes.gov.

- → ByMinor Political Party Officer's Name: Include the name of the Judge or the Notary Public Minor Political Paty officer.
- → Judge or Notary Public State of Oregon: Include the signature of the Judge or Notary Public.

## **SEL 114 Candidate Filing – Individual Electors**

→ Name of Chief Sponsor: Include Must include the name of the candidate or other person interested in placing the candidate name on the ballot. This can be the candidate.

## SEL 115 Candidate Filing – Assembly of Electors

### Assembly of Electors fields to complete.

- → Name of Person Submitting Certificate of Nomination: Must include the name of candidate or a person designated as the presiding officer.
- → Address of Person Submitting Certificate of Nomination: Must ilnclude the address of the candidate or the presiding officer named in the above field.
- → **Signature of Presiding Officer:** Must ilnclude the signature of the candidate or the signature of the presiding officer of the assembly.
- → **Printed Name of Presiding Officer:** Must ilnclude the clearly printed name of the presiding officer.
- → **Signature of the Secretary:** Must include the signature of the candidate or the secretary of the assembly.
- → **Printed Name of the Secretary:** Must include the signature of the candidate or the signature of the secretary of the assembly.

### The following required fields are completed by a the Judge or Notary Public.

- → **State of Oregon, County of:** Include the name of the county in which the <del>Judge or</del> Notary Public is signing the <del>candidate filing form</del>notarization.
- → Signed-Subscribed and sworn to (or affirmed) before me on: Include the date the Judge or Notary Public witnessed the Minor Political Party officer sign the candidate filing form.
- → ByMinor Political Party Officer's Name: Include the name of the Judge or the Notary Public Minor Political Party officer.
- → Judge or Notary Public State of Oregon: Include the signature of the Judge or Notary Public.

## SEL 141 Candidate Filing – Write-In Acceptance

#### Nomination or Election

<u>Must i</u>Indicate whether you are the candidate is accepting a nomination or if you have the candidate won the election for this office.

### Office Information

Complete the following required information.

→ Filing for Office of: Indicate the office for which you are the candidate is accepting the nomination.

→ **District, Position or County:** If the office has a district number and/or a position number or the office covers an entire county, indicate that information in this field.

### **Nomination Information**

- → Party nomination(s) you are being accepteding: Must c∈heck the box for the party or parties that nominated you the candidate by write-in at the Primary election and whose nomination you arethe candidate is accepting.
- → Order of parties on ballot: Indicate whether the order of the parties will be in default order or in a specified order. If marking Specified, specify the order in the space provided. If a selection is not made, the party names will be printed in the default order specified on page 8.





If you have the candidate previously filed a candidacy filing with the filing officer for the current election cycle, skip to the signature line on the form. If you have the candidate has not previously filed a candidacy filing with the filing officer for the current election cycle, fill out the remaining fields.

## SEL 150 Candidate Filing – Withdrawal

### Withdrawal from Candidacy or Nomination for Office Information

- → Office of: Must iIndicate the office for which you the candidate originally filed.
- → District, Position or County: Must iIndicate the applicable district, position number, or county of the office for which you the candidate filed.
- → Must c€heck the box to indicate if you were a Candidate for Nomination or if you were running for office by political partythe candidate is withdrawing from candidacy or nomination.
- → Withdrawal Reason: In the box, must indicate why you are the candidate is withdrawing your candidacy.

## **SEL 190 Candidate Filing - District**

### Office Information

Complete the following information

- → Filing for Office of: Must indicateSelect the office for which the candidate is filing.
- → **District, Position or County: Must indicateSelect** the district, position, or county of the office for which the candidate is filing.

### **Filing Information**

Please-Must check the method used to file a completed form.

- → Filing with the required \$10.00 fee or
- → Prospective Petition, see the District Candidate section of this manual for the requirements for a candidate filing by petition.

## **Other Forms**

Additional forms that may be necessary to file.

## **SEL 220 Statement of Organization for a Candidate Committee**

Please refer to the Campaign Finance Manual for further information about the SEL 220.

## PC 7 Certificate of Limited contributions and Expenditures

Please refer to the Campaign Finance Manual for further information about the PC 7.

## **SEL 338 Petition Submission**

Form submitted that provides used to report the number of signatures submitted for verification by completing and filing candidacy by petition on a candidate nominating petition.



### **SEL 101**

Candidate Filing – Major Political Party or Nonpartisan

### **SEL 102**

Candidate Signature Sheet – Major Party

### **SEL 105**

Candidate Filing – Precinct Committeeperson

### **SEL 105D**

Write-<u>i</u>ln Declaration – Precinct Committeeperson

### **SEL 105N**

Write-in Nomination - Precinct Committeeperson

#### **SEL 110**

Candidate Filing – Minor Political Party

### **SEL 114**

Candidate Filing – Individual Electors

#### **SEL 115**

Candidate Filing – Assembly of Electors

#### **SEL 116**

Candidate Signature Sheet - Assembly of **Electors** 

### **SEL 180**

Residence Address Exemption Request

### **SEL 121**

Candidate Signature Sheet - Nonpartisan

### **SEL 122**

Candidate Signature Sheet – Individual Electors

### **SEL 141**

Write-In Candidate Acceptance Form

### **SEL 150**

Withdrawal – Candidacy or Nomination

### **SEL 190**

Candidate Filing - District

### **SEL 220**

Statement of Organization for a Candidate Committee

### **SEL 338**

Petition Submission - Candidate Voters' **Pamphlet** 

### **PC 7**

Certificate of Limited Contributions and Expenditures

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## **Using This Manual**

This manual contains information on:

- → qualifying as a major political party;
- → forming a minor political party and maintaining ballot access;
- → filing organizational documents; and
- → nominating candidates for partisan office.



This manual does not explain, or interpret or enforce the provisions of ORS 248.005 or any rules adopted by a recognized major or minor political party. For information about existing rules contact the political party directly. Contact information for each recognized political party is available at www.oregonvotes.gov.

### **Icons**

The following icons are used in this manual to emphasize information:



### alert icon

indicates alert; warning; attention needed



#### form icon

indicates a reference to a form



#### deadline icon

indicates a deadline



#### info icon

indicates additional information



### example icon

indicates a detailed example of a concept, process or form



#### search icon

indicates information located elsewhere

## Help

For help, please contact:

**Elections Division** 255 Capitol St NE, Suite 126 Salem, OR 97310

□ elections.sos@sos.oregon.gov



www.oregonvotes.gov

**3** 503 986 1518 fax 503 373 7414 **1** 866 673 8683 se habla español tty 1 800 735 2900

for the hearing impaired

## **Getting Started**

A political party is a group of people with a shared philosophy and common goals organized to influence public policy. In Oregon, political parties are formed by petition. Once formed, political parties are classified as either major or minor based on the number of voters who are registered as members of the party. Each party is able to nominate candidates for any federal, state or county partisan office as long as the party is established within the candidate's district and has maintained ballot access.

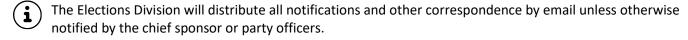
## **Submitting Forms and Documents**



Any signature sheet required to be filed must be personally delivered by the chief sponsor or an authorized agent or mailed to the Elections Division.

With the exception of petition signature sheets, completed and signed forms or documents may be:

- → scanned and emailed to the Elections Division at elections.sos@sos.oregon.gov
- → faxed to 503 373 7414
- → mailed or personally delivered to 255 Capitol St NE, Ste 126, Salem, OR 97310



## **Major Political Party**

## Qualification

ORS 248,006

A group of affiliated voters becomes a major political party and is qualified to nominate candidates at the primary election when at least 510% of the voters eligible to vote at the last general election are registered as members of the party.

### **Status Determination**

The Elections Division will review the number of voters registered as members of each political party on the 275<sup>th</sup> day before the primary to determine if the party has satisfied the registration requirement and is qualified to nominate candidates at the next primary election.



The Elections Division will evaluate each political party's major political party status on the 271st day before each primary election.

## **Organizational Documents**

ORS 248,007 and 254,365

Major political parties are required to file with the Elections Division current organizational documents and the party's operating statement and intent as provided for in ORS 248.012 to 248.315. Deadlines to submit:

- 1 Organizational documents
- No later than the 30<sup>th</sup> day after organizational documents are adopted or amended.
- 2 List of party officers
- No later than the 10<sup>th</sup> day after party officers are selected or changed.
  - For campaign finance reporting requirements see the Campaign Finance Manual and the ORESTAR User's Manuals available at www.oregonvotes.gov.
- 3 If adopted, a certified copy of party rule allowing nonaffiliated voters to vote in the party's primary.
- No later than February 2118, 20242026, the 90th day before the primary.

## **Nomination of Major Political Party Candidates**

ORS 248.007

Major political parties nominate candidates for partisan office at the primary election. Candidates may file for office by submitting a declaration of candidacy and paying the filing fee or by submitting a completed nominating petition containing the required number of signatures.



For detailed instruction on filing for office, see the State Candidate's Manual available at www.oregonvotes.gov.

## Designated Filer Notification Statement by Political Party in the **State Voters' Pamphlet**

ORS 251.026 and 251.115

Major political parties may submit statements for inclusion in both the primary and the general election voters' pamphlets. Prior to filing, a current party officer must provide the Elections Division with the first and last name and contact information for the person authorized to submit the statement. At the general election the ORESTAR account user nameusername of the designated filer must also be submitted.



( ) Deadline to Notify Elections Division of Designated Filer

**Primary Election** 

February 2826, 20242026

**General Election** 

August 112, 20242026



For detailed instructions on political party statements in the voters' pamphlet and a deadline to provide ORESTAR Username for Designated Filer, see the State Voters' Pamphlet Manual available at www.oregonvotes.gov.

## **Minor Political Party**

## Qualification

ORS 248.008 and 248.009



The procedures for forming a minor political party are explained in the following sections and should be reviewed thoroughly. Failure to follow the instructions completely may invalidate the petition.

## **Chief Sponsor**

The chief sponsor is the individual responsible for the preparation and organization of the petition including:

- → signing and filing a statement providing required information for the prospective petition;
- → designating whether petition circulators will be paid or unpaid;
- → educating and monitoring circulators;
- → collecting signatures; and
- → submitting signatures.
- Chief sponsor cannot be removed or changed. If chief sponsor resigns or dies after the petition is approved to circulate, the petition is void.

## Filing a Prospective Petition

Before gathering any signatures, the chief sponsor of a minor political party formation must file:



Form SEL 198 Prospective Petition – Political Party Formation, which must be completed and signed, naming the political party, stating the intention to form a new political party and designating circulator pay status. Incomplete forms will be rejected.



If any information provided on form SEL 198 changes, including circulator pay status, an amended form SEL 198 must be filed within 10 calendar days of the change.

The Chief Sponsor is also encouraged to:



Authorize individuals to act on their behalf in most matters regarding the petition process by completing and filing Form SEL 307 Agent Authorization.

## **Approval to Circulate**

After receiving the filing, the Elections Division reviews the form for required information and if complete, will provide written approval to circulate the prospective minor political party formation petition which includes:

- ✓ petition number;
- ✓ number of signatures required;
- ✓ filing deadline; and
- ✓ an official signature sheet template that the chief sponsor must use to collect signatures.

Formation is:	Required Signatures:	
Statewide	1.5% of the number of votes cast statewide for governor	29,294
Less than statewide	1.5% of the number of votes cast in the district for governor	Contact the Elections Division for the required number of signatures.
Signatures are due no later than 2 years after the prospective petition is filed.		

### **Official Templates**

The official template is a ten line signature sheet, which includes the name of the party being formed, circulator pay status and the name and address of the chief sponsor.

## Modifications to the Official Template

If, after receiving approval to circulate, the chief sponsor's address or circulator pay status changes, the chief sponsor must complete and submit to the Elections Division an updated SEL 198. The Elections Division will provide a modified template that includes the new information and will also provide the deadline for the chief sponsor to stop circulating previous versions.



The chief sponsor must stop circulating the previous version no later than 30 days after the date the updated SEL 198 is received by the Elections Division.

The chief sponsor or an authorized agent may request other modifications to the official template by completing and submitting:



Form SEL 321 Template Modification – Political Party Formation.



The chief sponsor may request modification of official templates at any time.

The Elections Division will review all requests made and provide modified templates if necessary. Multiple versions of official templates may be approved and be in circulation simultaneously.

### **Signature Sheet Requirements**

Using the official template, the chief sponsor will produce signature sheets that meet the following formatting requirements:

- → standard 8½" x 11" size paper, or equivalent;
- → at least 20 pound uncoated paper, or equivalent; and
- → printed on white or colored paper stock to enable elections officials to readily verify signatures. Colored paper must be approved by the Elections Division before circulating.



Signatures collected on unapproved signature sheets will be rejected.

## **Gathering Signatures**



Unapproved petition sheets and those that do not comply with legal requirements and guidelines will be rejected.

### **Chief Sponsor**

- 1 The chief sponsor must review with circulators the legal requirements and guidelines for circulating the formation petition;
- 2 monitor circulator activities to ensure compliance;
- 3 obtain more than the required number of signatures to ensure the petition contains a sufficient number of valid signatures; and
- 4 submit signatures for verification.



See Submitting Signatures on page 10.

To ensure compliance with circulating requirements, the chief sponsor must educate their circulators on the guidelines for circulation and monitor their activities.

### **Circulator Requirements**

Each circulator must:	What this means:
→ Personally witness each signature collected.	✓ Watch the person sign the petition. <ul> <li>i It is not sufficient to merely be present in the same room or vicinity.</li> </ul>
→ Complete the circulator certification after witnessing all signatures collected on a sheet,	✓ Sign the certification using a legal signature.  (i) A legal signature is defined as a signature possessing obvious and predominantly matching characteristics to signatures on file from a paid circulator's registration, signatures in the Oregon voter registration file, or the signature on an official government document.
	initials, signature stamps, illegible or printed script are not sufficient unless verified by exemplar.
→ Provide the date when the certification was signed.	✓ The date must be provided in month, day, year order if written in all numbers



A circulator's failure to comply with these requirements may result in the rejection of the petition signature sheets and a felony conviction for the circulator.

### **Circulator Prohibitions**

It is against the law for circulators to:

- → circulate a petition containing a false signature;
- → attempt to obtain the signature of a person who is not qualified to sign the petition;
  - (i) Only active registered voters may sign a petition.
- → make false statements to any person who signs the petition or requests information about it;
- → offer money or anything of value to another person to sign or not sign the petition;
- → sell or offer to sell signature sheets; and
- → write, alter, correct, clarify, or obscure any information about the signers unless the signer initials after the changes are made.
  - (i) A circulator may assist a disabled signer who requests assistance in completing their printed name, address and date signed.



Violations of the circulator requirements may result in conviction of a felony with a fine of up to \$125,000 and/or a prison sentence of up to 5 years. ORS 260.715.

### **Signer Requirements**

### **Each petition signer must:**

### What this means:

- → provide an original signature but is encouraged to provide their printed name, date signed and address; and
- Petition signers must sign the petition using a signature contained in their voter registration record.
- → be an active registered voter at the time of signing the petition in the electoral district where the petition is being circulated
- ✓ Information in the voter's registration record must be up to date so they would be able to vote for candidates of the political party if formed

### Signature Date

If no date is provided by the signer, the signature is only considered valid if the signer:

- ✓ was an active registered voter between the date the petition was approved to circulate and the circulator's. certification date or
- ✓ originally registered to vote on or after the date the petition was approved to circulate and was an active registered voter between their original registration date and the circulator's certification date



This standard also applies to any signer that provides a date of birth, or a date that has not yet occurred at the time of verification, instead of the date they signed the petition.

## **Signer Prohibitions**

It is against the law for signers to:

- → sign another person's name under any circumstances;
- → sign a petition more than one time; or
- → sign a petition when not qualified to sign it.



Only active registered voters may sign a petition. If the signer is not registered to vote or an active voter, then the signature will be rejected unless a completed registration card is received by a designated voter registration agency or an elections filing officer before 5 pm the day the petition is signed or 11:59 pm if completed electronically online at www.oregonvotes.gov.



(E) Forms are available online at www.oregonvotes.gov.

## **Certification of Signature Sheets**

OAR 165-014-0270

After all signatures on a signature sheet have been collected, circulators complete the certification by signing their legal signature and providing the date when the certification was signed.



If the circulator certification is not completed or determined to be insufficient the signature sheet will be rejected.

Prior to submission to elections officials the circulator may correct the following defects:

## **Circulator Signature Defects**

If the circulator has:	Then the circulator should:
<ul><li>→ signed using only initials;</li><li>i Unless verified by exemplar.</li></ul>	✓ sign and re-date certification with legal signature;
<ul> <li>→ signed using a signature stamp;</li> <li>i Unless approved under ORS 246.025.</li> </ul>	✓ re-sign and re-date certification with legal signature;
<ul> <li>→ signed using an illegible signature;</li> <li>i Unless verified by exemplar.</li> </ul>	✓ re-sign and re-date certification with legal signature;
→ photocopied or carbon copied the certification; or	✓ sign and re-date certification with legal signature; or
→ signed in a manner that the signature, printed name and address are all illegible;	✓ re-sign and re-date certification with legal signature.

### **Certification Date Defects**

If the date is:	Then the circulator should:
→ missing;	✓ re-sign and date <b>or</b> date and initial correction;
→ crossed out;	✓ re-sign and re-date or re-date and initial correction;
→ overwritten with a different date;	✓ re-sign and re-date or re-date and initial correction;
<ul> <li>→ earlier than all petition signers;</li> <li>Does not apply if the circulator and the only signer are the same person.</li> </ul>	✓ re-sign and re-date <b>or</b> re-date and initial correction;
<ul> <li>→ earlier than some, but not all petition signers;</li> <li>i Only those signatures dated on or before the date of the certification will be accepted.</li> </ul>	✓ re-sign and re-date <b>or</b> re-date and initial correction;
→ partial or ambiguous; or	re-sign and re-date <b>or</b> re-date and initial correction; or  Date must be provided in month, day, year order if written in all numeric characters.
→ obscured in any way by white out or other correction fluid or adhesive tape,	✓ re-sign and re-date or re-date and initial correction

The following defects in the circulator certification cannot be corrected and any signature sheet submitted that contains one of these defects will be rejected:

### **Incurable Defects**

- → the original signature of a circulator has been crossed out and a different circulator's signature is inserted, (i) Unless the original signature is that of an individual whose signature appears on the same signature sheet as a signer;
- → two individuals sign and date as circulator,
  - (i) Unless the only signers and the circulators are the same people; or
- → white-out or other correction fluid or adhesive tape appears on the signature line.



Examples of circulator signature and date defects are available in the Appendix 1 Illustrated Examples in the Circulator Training Manual available at www.oregonvotes.gov.

## **Submitting Signatures**

The chief sponsor or an authorized agent must personally deliver or mail signature sheets to the Elections Division when submitting signatures for verification. Signature sheets will not be accepted from circulators, circulator companies, or any other individual or entity if the chief sponsor or an authorized agent is not physically present.

### **Chief Sponsor or Authorized Agent**

- 1 The Chief Sponsor or an authorized agent must ensure each signature sheet certification is signed and dated by the circulator;
- 2 sort signature sheets by circulator and separate into stacks of 200;
- 3 number each signature sheet sequentially in the space provided;
- 4 submit signature sheets containing at least 100% of required number of signatures; and
- affirm the petition is complete by filing:



Form SEL 339 Petition Submission - Initiative, Referendum, Recall, Political Party Formation marked completed.

## **Signature Verification**

The Elections Division will only verify signatures once the chief sponsor affirms the petition is complete and if the petition signature sheets accepted for verification contain a number of unverified signatures equal to or greater than the required number of signatures.

Signature verification deadline is the 30<sup>th</sup> day after signature submission.

The Elections Division processes signature sheets submitted for verification in accordance with the Statistical Sampling Procedures for Other Than State Petitions adopted under administrative rule. This includes:

- ✓ comparing the submitted signature sheets to the official template;
- ✓ verifying sheets are numbered sequentially;
- ✓ determining if the circulator's certification is sufficient; and
- ✓ verifying original signatures using voter registration records.

After signature verification has been completed the Elections Division provides the chief sponsor:

- ✓ results of signature verification and
- ✓ final number of signatures determined to be valid.



For parties that failed to achieve ballot access, the Elections Division will provide:

✓ information on how to submit additional signatures if the filing deadline has not passed.



If the filing deadline has passed and the chief sponsor failed to submit enough valid signatures, the formation petition is void.

For parties that achieved ballot access, the Elections Division will provide:

✓ information on how and when candidate nominations must be made.

## Withdrawing a Formation Petition

To withdraw the formation petition the chief sponsor must complete, sign and file:



Form SEL 375 Withdrawal - Petition.

- → The formation petition can only be withdrawn if the chief sponsor has not submitted the total number of signatures required for verification.
- → Once withdrawn, the formation petition cannot be re-activated. The chief sponsor may re-file the formation petition and begin the process again.

## **Campaign Finance Reporting**

Oregon campaign finance law requires each minor political party to establish a campaign account and file a Statement of Organization designating a treasurer within three business days of first receiving a contribution or making an expenditure after minor political party formation has qualified as a minor party.

Campaign Finance law also requires the filing of campaign finance transactions electronically.



The Secretary of State developed ORESTAR as a secure web-based electronic reporting system that committees must use to file campaign finance transactions unless the committee is eligible to file a Certificate of Limited Contributions and Expenditures.



For further detail on campaign finance reporting requirements see the Campaign Finance Manual and the ORESTAR User's Manuals available at www.oregonvotes.gov.

## **Organizational Documents**

ORS 248.009

A political party must file with the Elections Division a copy of:

1 Organizational documents



No later than the 30<sup>th</sup> day after organizational documents are adopted or amended and

**2** A list of party officers



No later than the 10<sup>th</sup> day after party officers are selected or changed.



For campaign finance reporting requirements see the Campaign Finance Manual and the ORESTAR User's Manuals available at www.oregonvotes.gov.

## **Minor Party Maintenance**

ORS 248.008

A minor political party may nominate candidates for any partisan office within the electoral district in which the party is established for the general election immediately following formation.

However, in order to nominate candidates to partisan office at subsequent general elections, the minor political party must maintain its status by achieving either of the following:

1 Registered party members equal to at least .25% of all registered voters in Oregon

or

- 2 A) Registered party members equal to at least .1% of all votes cast for Governor in the electoral district in which the party formed and
  - B) At least once in a 4-year period, total votes cast for a party candidate are equal to at least 1% of all votes cast for the office of US President, US Senator, Governor, Secretary of State, State Treasurer, or Attorney General in the electoral district in which the party formed.



### Deadline to Satisfy Requirements to Maintain Minor Political Party Status

The Elections Division will evaluate each minor political party at least monthly between May 2119, 2024 2026 and August 75, 20242026, until either the party has successfully maintained its status or the deadline has passed.

## **Nomination of Minor Political Party Candidates**

ORS 248.009 and 249.048

To nominate candidates, a minor political party may hold a nominating convention either under state law or under party by-laws. The nominating process must provide equal opportunity for all registered party members to participate in selecting nominees or selecting the delegates who will make the nominations.

## **Publish Notice of Nominating Convention**

Once scheduled, a notice of the nominating convention must be published at least once in at least three newspapers of general circulation in the electoral district in which the minor political party seeks to nominate candidates.

The notice must contain:

- ✓ time and place of the assembly and
- ✓ office or offices for which nominations will be made.

If there are fewer than three newspapers of general circulation within the electoral district, then the minor political party must do both of the following:

- ✓ publish notice at least once in one newspaper and
- ✓ give public notice sufficient to ensure party members in the electoral district receive notice of the convention.



### **Deadline for Minor Political Party to Publish Notice**

The notice must be published no later than the 10th day before the scheduled nominating convention.



(E) Forms are available online at www.oregonvotes.gov.

### **Convening Nominating Convention**

The nominating convention must be conducted according to the minor political party's organizational documents filed with the Elections Division and in effect at the time the convention is held.



### **Deadline for Minor Political Party to Convene Nominating Convention**

A nominating convention must be held in time to file certificates of nomination with the filing officer by August 30, 20222725, 20242026.

After the convention has completed the nomination process, candidates and designated party officers complete, sign and file with the Elections Division:



Form SEL 110 Candidate Filing – Minor Political Party with the Candidate Nomination Certificate executed by a party officer and notarized.



A major political party candidate on the primary election ballot who failed to receive the nomination may not be the candidate of any other political party or become a nonaffiliated candidate for the same office at the general election.



Minor political parties may not nominate a candidate who is the nominee of another political party at the same election in order to satisfy the one percent candidate vote total maintenance requirement.

## Statement by Political Party in the State Voters' Pamphlet

## **Designated Filer Notification**

ORS 251.115

Minor political parties may submit statements for inclusion in both the primary and the general election voters' pamphlets. Prior to filing, a current party officer must provide the Elections Division with the first and last name and contact information for the person authorized to submit the statement. At the general election the ORESTAR account user name username of the designated filer must also be submitted.



**Deadline to Notify Elections Division of Designated Filer** 

**Primary Election** 

February 2826, 20242026

**General Election** 

August 1211, 20242026



For detailed instruction on political party statements in the voters' pamphlet and a deadline to provide ORESTAR Username for Designated Filer, see the State Voters' Pamphlet Manual available at www.oregonvotes.gov.



## **List of Forms**

### **SEL 110**

Candidate Filing – Minor Political Party

### **SEL 198**

Prospective Petition – Political Party Formation

### **SEL 307**

**Agent Authorization** 

### **SEL 321**

Template Modification – Political Party Formation

### **SEL 375**

Withdrawal - Petition