

Candidate Filing Information - County Offices

County Commissioner, County Clerk, County Treasurer, County Assessor, County Coroner

This information is subject to amendatory change during the 2018 session of the Idaho Legislature. If changes occur, an updated version will be made available. Updated December 2017. Filing Forms are available at **Bonneville County Election Office, 825 Shoup Ave, Idaho Falls ID 83402**

Filing Dates	Candidate Filing	Candidate Withdrawal
First Day to File	February 26, 2018	Primary: March 23, 2018
Last Day to File	March 9, 2018 by 5:00 PM in the County Clerk's Office	General: September 7, 2018

Filing Options

A candidate has two options when filing for placement on the Primary Election ballot:

1. File a Declaration of Candidacy and pay the filing fee.
2. File a Declaration of Candidacy and nominating petitions, containing the required number of signatures of qualified electors verified prior to submission.

All Candidates: Declaration of Candidacy - Form EC-10

When completing the Declaration of Candidacy, be sure to complete all fields and questions. Also, please note:

1. For the question, "How you would like your name to appear on the ballot", please clearly print your name exactly as you wish it to appear on the ballot.
2. You must **be registered and affiliated with the political party** whose Primary you intend to participate in. (Contact your County Clerk to verify that you are affiliated with the party of your choice.)
3. The signature of the candidate must be notarized.

Any incomplete or missing information may void your filing.

Option 1 - Filing Fee

\$40.00 County Commissioner, County Clerk, County Treasurer,
County Assessor or County Coroner

Option 2 - Petitions - Form EC-10A (may be reproduced)

5 signatures within the county

All petitions must be complete.

1. The top portion of each petition sheet must be filled in prior to circulation.
2. The circulator's signature must be notarized on the bottom portion of each petition page prior to being submitted and verified by the County Clerk.

Campaign Finance Information

All candidates for County Office should contact the County Clerk's Office for information on reporting requirements prior to announcing candidacy, accepting donations or spending money.

Should you have additional questions, please do not hesitate to contact the County Clerk's Office.

Completing the Declaration of Candidacy - County Offices

County Commissioner, County Clerk, County Treasurer, County Assessor, County Coroner

Section 1: Office Information

1. Enter the name of the office that you will be a candidate for to the right of "Filing for the Office of".
2. Select the party that you are affiliated with and for which you will be a candidate.

Section 2: Candidate Information

1. Enter your First Name, Middle Initial, Last Name and Suffix, if applicable, as it appears on your voter registration record.
2. Enter your Residence Address, including the street number, street name, City, State, Zip Code and County, as it appears on your voter registration record. (**Note:** This must be your physical address. PO Boxes are not allowed as a residence address.)
3. Enter your Mailing Address if it is different than your Residence Address.

Section 3: Ballot Name

1. Enter your Name exactly as you would like it to appear on the ballot. (Please print clearly.)
 - a. Nicknames may be included if it is a name that is commonly known. However, nicknames that promote a particular political platform or may be deemed offensive are not allowed.
 - b. Professional identifiers are also not allowed on the ballot (i.e. Dr., M.D., PhD., Esq., CPA, etc.).

Section 4: Campaign Finance Information

1. Respond to the question "Have you updated or filed a C1: Appointment and Certification of Political Treasurer?"
 - a. Every candidate for County Office must have a current C1: Appointment and Certification of Political Treasurer on file with the County Clerk's Office.
 - b. If you are a first time candidate or ran in a previous year but closed your campaign account, you must submit a C1 form prior to announcing candidacy, accepting donations or making expenditures.
 - c. If you are a continuing candidate, be sure that an updated C1 form has been filed in order for the County Clerk's Office to have the most current contact information for you and your treasurer.
2. C1 forms are available in the Office of the County Clerk - Contact information is below.

Section 5: Certification

1. Carefully read the certification.
2. **In the presence of a notary**, sign and date the Declaration of Candidacy.
 - a. The notary will then complete the bottom portion of the Declaration of Candidacy.

Questions

1. Contact the County Clerk's Office. phone: 208.529.1363 fax: 208.529.1188
 - a. email: vote@co.bonneville.id.us
 - b. Personal Delivery: Bonneville County Elections, 825 Shoup Avenue, Idaho Falls ID 83402
 - c. Mailing Address: Elections, 605 N Capital Avenue, Idaho Falls ID 83402

Completing the Petition of Candidacy - County Offices County Commissioner, County Clerk, County Treasurer, County Assessor, County Coroner

Section 1: Office Information

1. Enter the name of the office that you will be a candidate for to the right of "Filing for the Office of".
2. Enter the party that you are affiliated with and for which you will be a candidate.

Section 2: Candidate Information

1. Enter your Name as it will appear on the ballot.
 - a. Nicknames may be included if it is a name that is commonly known. However, nicknames that promote a particular political platform or may be deemed offensive are not allowed.
 - b. Professional identifiers are also not allowed on the ballot (i.e. Dr., M.D., PhD., Esq., CPA, etc.).

Section 3: Signers Section

1. Enter the name of the County in which you are circulating in the Signers Statement.
2. Collect signatures of qualified electors (i.e. registered voters) of your County.
2. Each individual participating in the petition must:
 - a. Sign their name.
 - b. Print their name.
 - c. Print their residence address. (**Note:** PO Boxes are not allowed. The listing of a PO Box will automatically invalidate the signature and it will not be counted in the number of required signatures.)
 - d. Enter the date that they signed the petition.

Section 4: Certification

1. Enter the County in which the circulator is having the notarization completed to the right of "County of".
2. Enter the name of the circulator along with their county of residence in the Certification Statement.
3. **In the presence of a notary**, the circulator will sign and enter their address on the Petition of Candidacy.
 - a. The notary will then complete the bottom portion of the Petition of Candidacy.

Note: The candidate may have other individuals circulate petitions on their behalf. In this case, the individual circulating the petition will complete, sign and have notarized the Certification prior to returning the completed petition to the candidate.

Questions

1. Contact the County Clerk's Office.

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