

How to

Become a Candidate in Skagit County

May 16 - 20, 2016





Secretary of State

Kim Wignar

In Washington, we enjoy a unique tradition of promoting citizen involvement in our political system. Under the populist provisions of our state constitution, every voter has the right to run for office and to have his or her name appear on the ballot without prior approval from a political party.

Washington residents also enjoy other special rights, such as the right to initiative and referendum, the right to recall elected officials, and the right to a state Voters' Pamphlet containing detailed information on ballot measures and candidates.

The procedures for seeking elective office in Washington are grounded in our heritage of encouraging citizens to participate in our political process. This publication explains the major features of state election law relating to filing for office. Please note that this publication is not intended to be a substitute for the statutes and regulations governing this process but rather should be read in conjunction with them.

If you have questions or need additional information, please contact your county elections department or the Secretary of State's Elections Division. We will be happy to assist you.



Lori Augino

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Alternate document formats are available upon request.

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in Skagit County

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Checklist

- Declaration of Candidacy
- Filing Fee
- Voters' Pamphlet photograph, statement and biography

Where to file

The **Secretary of State** accepts filings for federal and statewide executive offices, and for any legislative, court of appeals, and superior court offices serving more than one county.

Your **county elections department** accepts filings for all other offices.

There are three ways you can file:

Online

For the best possible service, file online at **www.vote.wa.gov**. Online filing begins May 16 at 9 a.m. and ends May 20 at 4 p.m. You will need an email address and a credit card.

By mail

If you file with the Skagit County Elections Department, you may mail your declaration and filing fee to:

Skagit County Auditor's Office
Elections Department
PO Box 1306
Mount Vernon, WA 98273

We must receive your filing by mail no earlier than May 2nd and no later than May 20th. No exceptions.

In person

Skagit County Elections is open Monday through Friday from 8:30 a.m. until 4:30 p.m. at:

700 S. 2nd St., Room 201
Mount Vernon, Washington

Important dates

- May 2 candidate filing by mail starts
- May 16 candidate filing online & in person starts
- May 20 candidate filing ends
- May 23 last day to withdraw
- June 8 last day to submit your Voters' Pamphlet content
- Aug 19 last day for write-in candidates* to submit for the General Election

*See write-in candidate rules on page 7.

Approval

You will not appear on any official lists as a candidate for office until your Declaration is approved and your filing fee is paid.

An email address is required with your Declaration of Candidacy. Once you have been approved as a candidate for office, an email will confirm your candidacy.

The final ballot order of candidates in your race will be determined by lot draw after candidate filing ends.

Qualifications

You must be a registered voter and possess the qualifications specified by law.

If a candidate must be selected by voters from a geographic subdivision of the jurisdiction in the primary, the candidate must be properly registered to vote within that subdivision. RCW 29A.24.075

Contact the jurisdiction of the office to learn if there are additional qualifications for that office.



Online filing is fast and easy!

For the best possible service, file online at **www.vote.wa.gov**.

The online filing tool will give you step-by-step instructions, email you a confirmation notice, alert you when other candidates file in your race, and provide a link to submit your Voters' Pamphlet content.

You must submit your filing fee with your Declaration of Candidacy.

Cost of filing

Your filing fee is based on the salary of the office.

For offices without a fixed annual salary, candidates pay no filing fee.

For any office with a fixed annual salary of \$1,000 or less, candidates pay a filing fee of \$10.

For all offices with salaries exceeding \$1,000, candidates pay a fee equal to one percent of the office's fixed annual salary.

Specific filing fees are available in the list of offices open for election at

www.skagitcounty.net/elections.

Accepted forms of payment

Online filing allows the use of a credit card (Visa or MasterCard).

Candidates who file in person or by mail with the Skagit County Auditors Office may pay via:

- check
- cash
- money order
- valid filing fee petition

Filing is not considered official until payment is received.

Filing fees are nonrefundable, even if you withdraw or file for the wrong office.

Filing fee petitions

Candidates without sufficient assets or income to pay the filing fee may instead submit a filing fee petition.

Candidates submitting petition signatures may not file electronically.

Filing fees may not be paid by combining petition signatures and currency.

Only signatures of registered voters in the same jurisdiction as the office are valid. No additional signatures are accepted after initial submission with the Declaration of Candidacy. Petition sheets are not returned to the candidate. Each petition page must:

- be printed on uniform color and paper size
- include a place for each voter's registration name, address, city, and county
- provide 20 numbered lines or less
- display the required warning and statement found in RCW 29A.24.101 and 29A.72.140.

SAMPLE

Required petition statement (RCW 29A.24.101)

Warning: Every person who signs this petition with any other than his or her true name, knowingly signs more than one of these petitions, signs this petition when he or she is not a legal voter, or makes any false statement on this petition may be punished by fine or imprisonment or both.

We, the undersigned registered voters of (jurisdiction's name), hereby petition that the name of (candidate's name) be printed on the official primary ballot for the office of (office name).

A reproducible filing fee petition form is available at www.vote.wa.gov/candidates.

Petitions must include a total number of valid signatures equal to the dollar amount of the filing fee.

Without the required number of signatures, the petition is insufficient and your Declaration of Candidacy is invalid.

No additional signatures are accepted after initial submission with the Declaration of Candidacy.

Petition sheets, even if the petition is insufficient, are not returned to the candidates.

Online submission

Once you have been approved as a candidate for office, a confirmation email will invite you to submit your Voters' Pamphlet content.

The deadline is 4:30 p.m. on June 8, 2016.

Please prepare the following in advance:

- photograph
- biography
- statement
- campaign contact information

Late or incorrect submissions will not be accepted.

1. Photograph

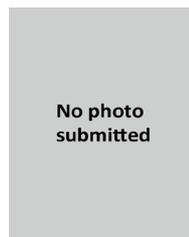
You may submit one self-portrait of your head and shoulders.

Photos must be high resolution (300 dpi minimum) and no smaller than 2.5 x 3 inches (750 x 900 pixels). Your photo may not be digitally altered.

Clothing or insignia that suggest a public office are banned. For example: judicial robes, law enforcement or military uniforms.

A color photo is required. For best results, use a light-colored background, but not white. Photos must be no more than five years old.

If no photo is submitted.
This stock image will be used.



2. Biography

In addition to your statement, you may provide a 100-word biography. You must use the following headings, which do not count toward the word limit. "No information submitted" will be inserted next to each heading left blank.

Elected Experience*

Other Professional Experience

Education

Community Service

* *Judicial candidates, use Legal/Judicial Experience instead.*

SAMPLE

of the printed voters' pamphlet



Warren G. Magnuson

(Prefers Democratic Party)

2 Elected Experience: Clerked for U.S. Supreme Court Justice Antonin Scalia for two years.

Other Professional Experience: Farmer/Rancher, Owner of Hailey Company, Inc. our 4th generation family farm. Public service volunteer, Registrar and Attendance Specialist for North Franklin School District, Bailie Memorial Youth Ranch Foundation Board, Director, Past Director of Bailie Memorial Youth Ranch Board, former 4-H leader, PTA President, continuing classroom volunteer. Served as Regional Director for a US Senator.

Education: Graduate Paschal High School, Ft. Worth, TX. Graduate of Eastern Washington University, 1980. Law degree from Gonzaga University, 1956.

Community Service: Inland Northwest Humane Society; Walk for Life participant, 11 years; neighborhood watch participant; long time recycler.

Statement: Senator Magnuson has always given the highest priority to advocating for children and families, including veterans, the elderly and disabled. Scourges such as identity theft, methamphetamine users and dealers have been the subject of his legislative efforts to increase penalties and protect victims.

District growth has been more than 30% over the past two years, creating a strain on schools and other services. He helped make difficult choices to balance needs and restrain the budget, working to secure funding for the Pierce County Skills Center in Frederickson, the Yelm Loop, the Cross Base Highway, the Orting Bridge for kids, the Nisqually-Mashel State Park, an upgraded early warning system and work to keep transportation dollars here at home.

Warren advocated for in-home intervention, home health care, support and chore services for children with developmental or behavioral disabilities, seniors and the disabled. He worked to extend the property tax deferral program – helping people whose homes have increased in value, but have not had an increase in income.

He believes the WASL should only be one of several tools used to measure academic success. Warren is honored to represent you and he is and always will be, there for you.

Contact: (509) 123-4567; warren@magnuson.net
www.magnuson.com

3. Statement

Only candidates for local offices will be included in the Skagit County portion of the Voters' Pamphlet.

You **must** submit your statement by the June 8 deadline. If you miss this deadline you will **not** have an entry in the Online Voters' Guide or Printed Voters' Pamphlet.

This submission will be for both the Primary **and** General Elections.

The statement you submit will be displayed online starting in June. It will be printed in the Voters' Pamphlet if you advance to the General Election. You may *not* submit a new statement after the Primary.

Hyphenated words count as two words. Statements exceeding the word limit will be shortened by deleting full sentences from the end.

Statement word limit - 200 words

Proofread carefully. Your statement and biography will be printed as submitted. Changes are not allowed

Use only *italics* to emphasize words or phrases. Bolding, underlining, and all caps are not allowed. Tables, lists, and bullets are not allowed. Text must be written in paragraphs.

Correct

I approve of *justice* for all, *fairness* of the law, and *rehabilitation*.

Obscene, profane, libelous, and defamatory language will be rejected.

Write-in Candidates

If a write-in candidate for the Primary earns enough votes to have their name printed on the General Election Ballot, they may submit Voters' Pamphlet content. The deadline for write-in candidate submissions is August 19.

Should that occur, the opposing candidate will be notified and may submit updated content by the August 19 deadline.

Incorrect

- I approve of:
- JUSTICE for all
 - **Fairness** of the law
 - Rehabilitation

SAMPLE

of the printed voters' pamphlet



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(Prefers Democratic Party)

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www.magnuson.com

Tips from voters

- Submit an entry. Voters feel no entry means you don't care about them.
- Treat this as a resume and edit carefully.
- Offer your vision. Be positive.
- What do you want to accomplish, if elected?
- Describe what sets you apart from your opponent.
- Avoid criticism of your opponent.
- Who endorses your candidacy?
- Avoid technical terms and abbreviations.

4. Campaign contact info

The following campaign contact information will be published with your statement. Contact information does not count toward the word limits, but long web addresses such as Facebook or blogs are not allowed. You may update your contact information at any time.

Campaign phone number

Campaign email

Campaign website

Campaign finance info

Your campaign finance information is public information. A link to your campaign finance information will appear on your page in the online voters' guide.

Candidates for state or local office should refer to the Washington State Public Disclosure Commission for reporting requirement. Forms and information are available at pdc.wa.gov.

Questions?

360-416-1702

sselections@co.skagit.wa.us

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of the printed voters' pamphlet



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(Prefers Democratic Party)

Elected Experience: Clerked for U.S. Supreme Court Justice Antonin Scalia for two years.

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www.magnuson.com

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Withdrawal of candidacy

If you decide you do not want your name on the ballot, your signed withdrawal form must be received by the office where you filed by the end of business on the Monday immediately following Candidate Filing Week. Candidate withdrawal forms are available at www.vote.wa.gov.

Filing fees are nonrefundable, even if you filed for the wrong office. RCW 29A.24.131

Withdrawals are not permitted if you filed during a special filing period.

Write-in candidates

A Declaration of Write-in Candidacy may be submitted to the filing officer no later than 18 days before the primary or general election.

You may not file as a write-in candidate if you were a candidate for the same office in the preceding primary or you are already a candidate for a different office.

Write-in candidates must meet the same qualifications as any other candidate for that office.

Declaration of Write-in Candidacy filing forms are available at www.vote.wa.gov.

Special filing period & vacated offices

If a race lacks a candidate after the close of the regular filing period and before the Primary, a special filing period opens for three business days.

Filings during special filing periods are conducted in the same manner as regular candidate filing periods.

If an office is filed for during a special filing period, the race skips the Primary to appear on the general election ballot. RCW 29A.24.181

Candidates who file during this filing period will have the same deadline dates as write-ins (see pg. 7)

Campaign signs

Contact the respective agency or department about sign restrictions, permits, and deposits.

State - Department of Transportation (page 10)

County - Public works or transportation department

City - City clerk

Withdrawal of Candidacy

RCW 29A.24.131

important information	<p>The deadline for withdrawing is the Monday following candidate filing week.</p> <p>Once filed, a declaration of candidacy may not be altered. If the candidate decides during the filing period to change the declaration of candidacy, the candidate must first withdraw and then re-file.</p> <p>Note: Filing fees are nonrefundable.</p>		
office information	<hr/> <p>jurisdiction and office name position number <i>(if applicable)</i></p> <hr/>		
personal information	<hr/> <p>first name middle last</p> <hr/>		
signature	<p>I withdraw my candidacy for the office listed above and understand that the filing fee is nonrefundable.</p> <div style="display: flex; justify-content: space-between; align-items: flex-start; margin-top: 20px;"> <div style="border-left: 1px solid black; padding-left: 10px; margin-left: 10px;"> <p>sign here</p> </div> <div style="border-left: 1px solid black; padding-left: 10px; margin-left: 10px;"> <p>date here</p> </div> </div>		



Transportation Building
310 Maple Park Avenue SE
PO Box 47300
Olympia, WA 98504-7300
360-705-7000
TTY:1-800-833-6388
www.wsdot.wa.gov

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Dear Candidate:

The Washington State Department of Transportation (WSDOT) wishes to take this opportunity to advise political candidates about the placement of campaign signs and placards along state highways.

Revised Code of Washington (RCW) 47.42, the Highway Advertising Control Act, regulates signing on Interstate highways, Primary highways, and highways that are part of the Scenic and Recreational System. Signs erected on private property adjacent to these highways must comply with the Highway Advertising Control Act, rules contained in Washington Administrative Code (WAC) 468-66, and applicable local agency sign codes.

In accordance with WAC 468-66-050, Sign Classifications and Specific Provisions, temporary political campaign signs are identified and regulated as a type of on premise sign intended to express a property owner's endorsement of a political candidate or initiative. Prior to placing signs, WSDOT recommends checking with the property owner for permission to place the sign and to determine property line location. Campaign signs are allowed under the following regulations:

- 1) Temporary political campaign signs are limited to a maximum size of thirty-two square feet.
- 2) Temporary political campaign signs must be removed within ten days following the election
- 3) Sign installers must have permission of the underlying property owner prior to placing signs
- 4) Temporary political campaign signs are subject to all other applicable provisions of RCW 47.42 and WAC 468-66 that pertain to Type 3 on premise signs

In addition to the above restrictions, **the erection of temporary political campaign signs within the right-of-way of all state highways is prohibited. Accordingly, signs placed within the right-of-way of any state highway are subject to removal by the Washington State Department of Transportation.**

Also, RCW 47.36.180(1) states in part that it is unlawful to erect any structure, sign, or device visible from a city street, county road, or state highway that simulates any directional, warning, or danger sign likely to be mistaken for such a sign. Therefore, a campaign sign cannot be designed in a manner that resembles an official traffic control sign.

If you should have any questions about the placement of campaign signs along state highways, please contact Vicky Thorniley at (360) 705-7282 or thorniv@wsdot.wa.gov.

We sincerely hope that candidates for public office will observe the laws and regulations enacted to limit driver distraction and protect and preserve the roadside beauty of our state. Thank you in advance for your courtesy in this matter.

Washington State Department of Transportation