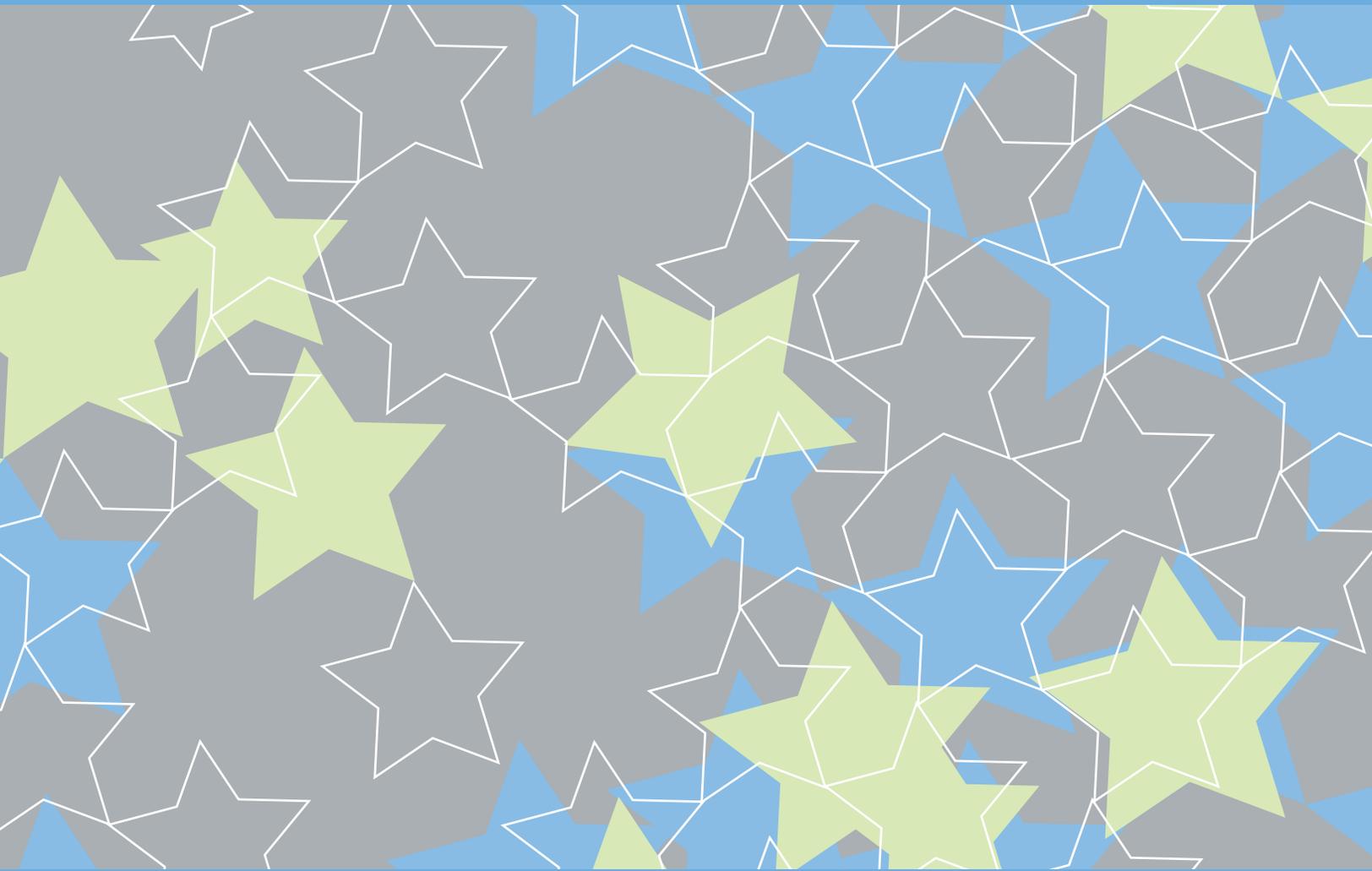


How to

Become a Candidate in Skagit County

May 12 - 16, 2014





Secretary of State

Kim Wyman

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.

Kim Wyman
Secretary of State

Office of the Secretary of State
Elections Division
520 Union Avenue SE
PO Box 40229
Olympia, Washington 98504-0229

Phone: (800) 448-4881
Fax: (360) 664-4619
Email: elections@sos.wa.gov
Website: www.vote.wa.gov



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 statement & photo

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.

File online

Online filing starts May 12 at 9 a.m. and ends May 16 at 4 p.m. at www.vote.wa.gov. All you need is an email address and a credit card.

File 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

File 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

- April 28 candidate filing by mail starts
- May 12 candidate filing online and in person starts
- May 16 candidate filing ends
- May 19 last day to withdraw
- June 6 last day to submit your **statement** and photo for publication in the Voters' Pamphlet
- Aug 22 last day to submit your **update** for the General Election

Approval

Please provide an email address with your Declaration of Candidacy. Once you have been approved as a candidate for office, a confirmation email will invite you to submit your Voters' Pamphlet information.

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

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



Online filing is fast and easy!

For the best possible service, we recommend you file for office 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 statement and photo.

Your filing fee must be submitted 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, either 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.

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 the Declaration of Candidacy is invalid. Filing fees may not be paid by combining petition signatures and currency.

Valid signatures are those of voters registered in the same jurisdiction as the office of filing. 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 size paper
- include a place for each voter's registration name, address, city, county and signature
- provide 20 numbered lines or less
- display the required warning and statement found in RCW 29A.24.101

SAMPLE

of the petition statement found in 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 sample filing fee petition page is available at www.vote.wa.gov

Submit your statement online

The deadline is **4:30 p.m. on June 6, 2014**. Late or incorrect submissions will not be accepted.

To submit online, you must provide an email address with your candidate filing. Once you have been approved as a candidate for office, a confirmation email will invite you to submit your Voters' Pamphlet information. Please prepare the following in advance:

- photograph
- biography
- statement
- campaign contact information

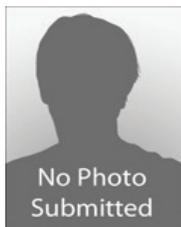
1. Photograph

You may submit one self-portrait of your head and shoulders. Use a light-colored background, but not white. Photos must be no more than two years old. A color photo is required.

Digital photos must be at minimum 300 dpi resolution and no smaller than 4 x 5 inches (1200 x 1500 pixels). Your photo may not be digitally altered.

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

If no photo is submitted.
This stock photo 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 6 deadline. If you miss this deadline you will **NOT** have an entry in the Online Voters' Guide or Printed Voters' Pamphlet.

The statement you submit will be displayed online through the Primary.

If you submitted an entry by June 6 **and** you are in the General Election, you may submit **one** update to your Voters' Pamphlet entry. Updates must be received by August 22.

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

Statement word limit - 300 words

Proofread carefully. Your statement and biography will be printed exactly as submitted. Changes are not allowed unless requested by the Office of the Secretary of State or required by court order.

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*.

Incorrect

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

Naming people, such as an opponent or endorsement, delays processing and could result in court-ordered changes to your statement. Obscene, profane, libelous, and defamatory language will be rejected.

SAMPLE

of the printed voters' pamphlet



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(Prefers Democratic Party)

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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.

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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

NEW! Campaign finance info

As of 2013, your campaign finance information will be provided to voters by the Public Disclosure Commission. A link to your campaign finance information will be published in the online voters' guide and in the printed voters' pamphlet.

Questions?

360-336-9305

sselections@co.skagit.wa.us

SAMPLE

of the printed voters' pamphlet



Warren G. Magnuson

(Prefers Democratic Party)

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

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Qualifications

When filing for office, 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.20.021

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

Withdrawal of candidacy

If you decide you do not want your name on the ballot, your signed withdrawal form must be received by the filing officer by the end of business on the Monday immediately following Candidate Filing Week. Print a candidate withdrawal form at

www.vote.wa.gov.

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

No withdrawal is 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 there is no viable candidate in a race after the close of the regular filing period and before the primary, a special filing period opens for three business days.

Online filing begins at 9 a.m. the first day of the special filing and continues until 4 p.m. on the final day of the special filing period. Special filings are accepted by mail and in-person until the close of business on the final day.

If candidates file in a special filing period, all candidates skip the primary to appear on the general election ballot. RCW 29A.24.181

Campaign finance reporting

Depending on the office, candidates may be required to report campaign financing.

Candidates for state or local office should refer to the Washington State Public Disclosure Commission for reporting requirements.

All forms and information are available from the Public Disclosure Commission at www.pdc.wa.gov.

Candidates for U.S. Senate or U.S. House of Representatives must report campaign finance information to the Federal Election Commission at www.fec.gov.