

# DECLARATION OF CANDIDACY

## FILING FOR OFFICE

### **When:**

The filing period begins the first Monday in March and ends on March 18, 2016. All declarations of candidacy must be received no later than the close of business on the last day of the filing period. Filings received after this date, regardless of the postmark, are invalid.

Mailed declarations of candidacy may be received during the same time period as declarations filed in person. Declarations of candidacy filed in person must be filed during normal business hours.

### **Where:**

The declaration of candidacy must be filed with the Office of the City Clerk.

Declarations of candidacy forms may be obtained online at [www.cityofwaitsburg.com](http://www.cityofwaitsburg.com).

### **Cost:**

There is no cost for filing.

### **Withdrawals:**

A candidate may withdraw his/her declaration of candidacy any time before the close of business on the last day for the candidates to file. A withdrawal is effective by filing with the City Clerk a signed request that his/her name not be printed on the ballot. There shall be no withdrawal period for declarations of candidacy filed during special filing periods.

Once filed, a declaration of candidacy may not be altered. If a candidate decides during the filing period to change the declaration of candidacy, the candidate must withdraw and re-file.

## INSTRUCTIONS FOR COMPLETING THE DECLARATION OF CANDIDACY

**Line 1.** Print your name as you are registered to vote.

**Line 2.** Print the address at which you are registered to vote. Each candidate is responsible for ensuring that he or she meets **all** the qualifications of the office sought **at the time he or she files the declaration of candidacy**.

**Line 3.** Candidates may provide a telephone number and e-mail address, but it is not required.

**Line 4.** Print the name of the office for which you are a candidate.

**Line 5.** Print your name exactly as you wish it to appear on the ballot. Nicknames are acceptable. You may not use any nickname or title that denotes past or present occupation, including military rank, your position on issues, your political affiliation, or anything intentionally designed to mislead voters.

**Line 6.** Read the oath. Sign the declaration of candidacy only in the presence of a notary public or the officer with whom the declaration is filed.

Date \_\_\_\_\_

Voter Registration # \_\_\_\_\_

Clerk Initials \_\_\_\_\_

# DECLARATION OF CANDIDACY

1. I, \_\_\_\_\_ am a registered voter residing at:  
(PRINT NAME AS YOU ARE REGISTERED TO VOTE)

2. \_\_\_\_\_  
(STREET ADDRESS) (CITY) (STATE) (ZIP)

and, at the time of filing this declaration, I am legally qualified to assume office if elected.

3. My contact information is:

\_\_\_\_\_  
(MAILING ADDRESS) (CITY) (STATE) (ZIP)  
\_\_\_\_\_  
(TELEPHONE NUMBER) (EMAIL ADDRESS)

4. I declare myself as a candidate for the office of:

\_\_\_\_\_  
(NAME OF OFFICE)

5. Please print my name on the ballot exactly as follows: \_\_\_\_\_  
(PLEASE PRINT)

I declare that this information is, to the best of my knowledge, true. I also swear, or affirm, that I will support the Constitution and laws of the United States and the Constitution and laws of the State of Washington.

## 6. Sign Here X

\_\_\_\_\_  
(SIGNATURE OF CANDIDATE AS REGISTERED TO VOTE)

STATE OF WASHINGTON, COUNTY OF \_\_\_\_\_  
(SEAL OR STAMP)

Signed or Attested before me on \_\_\_\_\_  
(DATE)

by \_\_\_\_\_  
(CANDIDATE)

\_\_\_\_\_  
(SIGNATURE OF NOTARY)

\_\_\_\_\_  
(TITLE)

MY APPOINTMENT EXPIRES: \_\_\_\_\_

Candidate: Return to City Clerk's Office

## To Withdraw from Candidacy, Fill Out Box Below:

I, \_\_\_\_\_, hereby withdraw my candidacy for the office of  
(PRINT NAME)

\_\_\_\_\_, with the City of Waitsburg.  
(PRINT NAME OF OFFICE)

\_\_\_\_\_  
(SIGNATURE OF CANDIDATE AS REGISTERED TO VOTE)

STATE OF WASHINGTON, COUNTY OF \_\_\_\_\_  
(SEAL OR STAMP)

Signed or Attested before me on \_\_\_\_\_  
(DATE)

by \_\_\_\_\_  
(CANDIDATE)

\_\_\_\_\_  
(SIGNATURE OF NOTARY)

\_\_\_\_\_  
(TITLE)

MY APPOINTMENT EXPIRES: \_\_\_\_\_

Candidate: Return to City Clerk's Office