FILING FOR OFFICE

U.S SENATOR OR REPRESENTATIVE CANDIDATE PACKET

State of Alaska Office of the Lieutenant Governor Division of Elections 2024



B05P-F (Rev. 03/14/2023)

CANDIDATE FILING REQUIREMENTS

A candidate who wishes to appear on the Primary Election ballot must file a Declaration of Candidacy form by the filing deadline, **SATURDAY**, **JUNE 1**, **2024**. Below is a checklist provided as a convenience to a candidate filing for office. Candidates are free to declare candidacy in another format provided it complies with the provisions of *AS 15.25.030*.

CHECKLIST FOR FILING FOR OFFICE

Complete your Declaration of Candidacy. AS 15.25.030

Sign your Declaration of Candidacy before a Notary. A Notary is available at all Division of Elections offices. *AS 15.25.030(a)*

Determine filing fee. The fees are non-refundable. AS 15.25.050

• \$100 for the office of U.S. Senator or U.S. Representative

Contact the Federal Election Commission for federal reporting deadlines. Candidates for U.S. Senator or U.S. Representative must contact the Federal Election Commission for campaign reporting requirements. These candidates are not subject to the Alaska Public Offices Commission requirements. *AS 15.25.030(b), AS 15.25.030(c), AS 39.50*

File completed forms no later than 5:00 p.m. on the filing deadline, Saturday, JUNE 1, 2024. All Division of Elections Offices will be open 8:00 a.m. to 5:00 p.m. AS 15.25.040

DEADLINE	DESCRIPTION	OFFICE				
Sat., 06/01/24	 Simultaneous filing of: Declaration of Candidacy Filing Fee Federal Election Commission reporting requirements (Contact the FEC to ensure current requirements are met.) 	Division of Elections				
Sat., 06/29/24	Last day to submit letter of withdrawal from the Primary Election ballot.	Division of Elections				
Mon., 07/22/24	Last day to submit materials for the Official Election Pamphlet.	Division of Elections				
Mon., 09/02/24	Last day to submit letter of withdrawal from the General Election ballot.	Division of Elections				
For federal reporting deadlines, federal candidates may contact the Federal Election Commission toll free at 1-800-424-9530 or online at <u>www.fec.gov</u> .						

STATE OF ALASKA DECLARATION OF CANDIDACY U.S. CONGRESS

STEP 1	Did you include your \$100 filing fee with this Declaration of Candidacy?						
	I acknowledge that I am responsible for contacting the Federal Election Commission for federal reporting requirements: 1050 First Street, NE, Washington, DC 20463						
STEP	GENERAL INFORMATION (please print or type)						
2	l,	, declare	e myself to be a candida	ate for the office of (che	eck one):		
	_						
	UNITED STATES SENATOR UNITED STATES REPRESENTATIVE						
	I request that my name be placed on the 2024 PRIMARY ELECTION ballot.						
	I request that the political affiliation on my voter registration record appear on the bal						
	OR I prefer to have nonpartisan or undeclared be designated on the ballot: Nonpartisan OR				Undeclared 🛛		
	* Note: If this is not the party affiliation currently on your voter registration record, it will be changed to reflect what you provided.						
STEP 3	RESIDENCY INFORMATION (please pl My current residence address is:						
	My current mailing address is:						
STEP	CONTACT INFORMATION (used for cor	respondence and website	listing)				
4							
	(Candidate's Mailing)	(City)	(State)	(Zip Code)			
	(Candidate's Website)	(Candidate's E	mail Address)	(Phone Nu	mber)		
STEP	BALLOT NAME INFORMATION						
5	I request that my name appear on the ballot in the following manner:						
	(Last Name) *The Director of Elections may not include on the ballot familiar form or proper name of candidate. (AS 15.15.03		(MI) ny honorary or assumed title or pref	(*Nickname and/ fix but may include in the candid			
STEP	CERTIFICATION						
6	I, the undersigned, certify that the information in this <i>Declaration of Candidacy</i> is true and complete and that I meet the specific citizenship requirements of this office. I certify that, if elected, I shall be an inhabitant of the state of Alaska. I further certify that, if elected, I will meet the age requirements upon taking the oath of office. I am not a candidate for any other office to be voted upon at the Primary election, nor am I a candidate for this office under any other <i>Declaration of Candidacy</i> . I also acknowledge that should I choose to withdraw my candidacy, my withdrawal must be received by the Director of Elections in writing over my signature at least 52 days before the election.						
	day of,	20					
			(Candidate's Signature)				
	(Signature of Notary Public)		(Phone Number)				
			To assist staff in verifying candidate/voter information, please provide one of the following:				
	My commission expires:		(SSN, ADL, Voter # or DOB)				
	NOTARY SEAL						
	Privacy Disclaimer Unless otherwise made confidential or protected from disclosure by law, information provided on this form may be subject to disclosure under the Alaska Public Records Act (AS 40.25.100—40.25.295). Failure to provide requested personal information may result in the Division's inability to process relevant portions of this form. Requested information will be used only for purposes directly associated with the processing of this form. For information on how to challenge the accuracy or completeness of personal information maintained by the Division, please send the Division a written request that the personal information be changed. The request must comply with AS 40.25.310 and be sent to the Division of Elections at the following address: Division of Elections, Directions, Direc						

2024 IMPORTANT DATES

Check the Division of Elections website for a current calendar: www.elections.alaska.gov

- Sat., 06/01/24 **Filing deadline for candidates.** Candidates must file a "Declaration of Candidacy" and appropriate Financial Disclosure Statement for any office appearing on the Primary Election ballot. Election offices will be open 8:00 a.m. 5:00 p.m. AS 15.25.040
- Tue., 06/11/24 Last day to file a complaint with the Division of Elections regarding the eligibility of a candidate. AS 15.25.042 and 6 AAC 25.260
- Thur., 06/16/24 Candidates who faxed filing materials to the Division of Elections by the June 1st deadline must have their mailed documents received by the Division of Elections by this date. AS 15.25.040(a)(2)
- Sat., 06/29/24 Last day for candidates to withdraw their names from Primary Election ballot. AS 15.25.055
- Mon., 07/22/24 Candidate deadline for Official Election Pamphlet information material. Candidates submit materials to the Division of Elections for the state's 2024 General Election voter pamphlet.
- Thur., 08/01/24 **Filing deadline for judges seeking retention.** Candidates for judicial retention must file a Declaration of Candidacy for Retention and Financial Disclosure Statement. *AS 15.35.040, AS 15.35.055, AS 15.35.070, AS 15.35.110, AS 39.50.020*
- Wed., 08/07/24 **Judicial retention deadline for Official Election Pamphlet information material.** Judges and the Judicial Council submit materials to the Division of Elections for the state's 2024 General Election voter pamphlet. *AS 15.58.030(g), AS 15.58.050*
- Tues., 08/20/24 **PRIMARY ELECTION DAY.** AS 15.25.020
- Mon., 09/02/24 Last day for candidates to withdraw their names from the General Election ballot. *AS 15.35.135, 6 AAC 25.210(b)*
- Thur., 10/31/24 **Filing deadline for write-in candidates.** Write-in candidates must submit Letter of Intent by this date prior to 5:00 p.m. Alaska Time. *AS* 15.25.105(13)(c)
- Tues., 11/05/24 GENERAL ELECTION DAY. AS 15.15.020

** IMPORTANT NOTICE ** OFFICIAL ELECTION PAMPHLET INFORMATION

Filing to be in the Official Election Pamphlet is a separate process from the Declaration of Candidacy or Retention forms submission.

All candidates who wish to appear in the pamphlet must submit the materials listed below by the statutory deadline. The division recommends filing your materials as soon as possible. Materials should be submitted electronically. Forms for making the submission are available on the division's website at: <u>https://www.elections.alaska.gov/Core/oepinfocandidates.php</u>

- 1. <u>Candidate Statement</u>: A biographical statement of 150 words or less and a position statement of 250 words or less. AS 15.58.030(e)
- 2. <u>Photograph:</u> A 5" x 7" photograph (five inches wide by seven inches high) or comparable resolution digital photograph taken within the last five years and limited to the head, neck and shoulders of the candidate. Digital files are preferred. All photographs will be printed in black and white. AS 15.58.030(f)
- 3. <u>Filing Fee</u>: Submit payment in the appropriate amount to the State of Alaska, Division of Elections. (Cash, check, credit card accepted.) AS 15.58.060(a)
 - a. \$300.00 President of the United States, Vice President of the United States, United States Senator, United States Representative, Governor, Lieutenant Governor, Supreme Court Justice, Court of Appeals Judge
 - b. \$150.00 Superior Court Judge, District Court Judge
 - c. \$100.00 State Senator, State Representative

Prior to the General Election, the Division of Elections distributes the Official Election Pamphlet (OEP) to the households of registered voters. The pamphlet contains information about candidates and issues appearing on the General Election ballot. In addition, the information submitted by candidates for the OEP is posted to the division's website prior to the election in which the candidate will appear on the ballot.

NOTE: For the Primary Elections, a ballot measure only pamphlet is mailed to voters only if a ballot measure appears on the Primary Election ballot. Candidate information <u>does not</u> appear in a Primary Election pamphlet.

Statutory Deadlines:

- Presidential/Vice Presidential Candidates: Friday, August 30, 2024 (AS 15.58.030(a))
- State/Federal Candidates: Monday, July 22, 2024 (AS 15.58.030(b))
- Judicial Retention Candidates: Wednesday, August 7, 2024 (AS 15.58.030(g))

LATE SUBMISSIONS WILL NOT BE ACCEPTED.

Translated Materials Deadlines:

- Presidential/Vice Presidential Candidates: Wednesday, July 31, 2024 (6 AAC 25.720)
- State/Federal Candidates: Saturday, June 22, 2024 (6 AAC 25.720)
- Judicial Retention Candidates: Monday, July 8, 2024 (6 AAC 25.720)

Materials for Alaska Native language translation must be received 30 days before the statutory deadlines. If submitted by this deadline, materials will be translated for a candidate for a federal or statewide office, a candidate for State Senate in Districts C, R, S, or T, a candidate for State Representative in House Districts 5, 36 – 40, or a judicial retention candidate for Supreme Court, Court of Appeals or judicial districts 2, 3 or 4. We **strongly encourage** you to submit your pamphlet material following this requirement so that the division can have your information translated to assist limited English proficient Alaska Native voters. We cannot accept already translated submissions.

THIS MAY BE YOUR ONLY NOTICE REGARDING FILING MATERIALS FOR THE OFFICIAL ELECTION PAMPHLET. PLAN AHEAD AND SUBMIT EARLY

NONPARTISAN TOP 4 PRIMARY IN ALASKA

Candidates must file their Declaration of Candidacy on or before 5:00 p.m. **Saturday, June 1, 2024** for the **August 20, 2024** Primary Election required by AS 15.25.030. When filing for office, candidates must have their Financial Disclosure Statement already on file with the Alaska Public Offices Commission or must submit it simultaneously with their Declaration of Candidacy.

Any registered voter who meets the requirements of AS 15.25.030(a) and seeks to become a candidate in the Primary Election can file a declaration of candidacy. A Nonpartisan Top 4 Primary is used to determine which candidates will advance to the General Election. All candidates will appear on one ballot and there is no limit to how many candidates can file for each race in the Primary Election.

In accordance with Alaska's laws, a Primary Election candidate does not have to be a member of a political party or group to run for office. If a candidate is registered as affiliated with a political party or group, it does not imply the candidate is nominated by, approved by, or associated with that particular party or group.

METHODS FOR FILING YOUR PAPERWORK

Candidates may file a Declaration of Candidacy for the **August 20, 2024**, Primary Election to any Division of Elections office. The declaration and filing fee must be filed simultaneously on or before 5:00 p.m. **Saturday**, **June 1, 2024** using one of the methods listed below:

- In person: A Declaration of Candidacy may be delivered in person to any Division of Elections office no later than 5:00 p.m. on June 1st.
- By mail: A Declaration of Candidacy sent by mail must be received by the Division of Elections on or before 5:00 p.m. on June 1st. If the postmark is illegible, a dated receipt from the post office where dispatched shall be acceptable evidence of mailing. Declarations may be mailed to any Division of Elections office.
- By reliable electronic transmission: A Declaration of Candidacy or a copy of the statements made in paragraphs (1) (5) of the declaration as required by AS 15.25.030(a) may be electronically transmitted to any Division of Elections office and must be received by the division no later than 5:00 p.m. on June 1st. The original declaration containing paragraphs (1)-(16), as required by AS 15.25.040(a), must be received by the Division of Elections within 15 days of the filing deadline.

If you have questions regarding filing for office, call the Director's Office at (907) 465-4611 or (866) 952-8683 (toll free within the U.S.).