

4600 S Weber River Drive
Riverdale, UT 84405

801-394-5541

2023 ELECTIONS

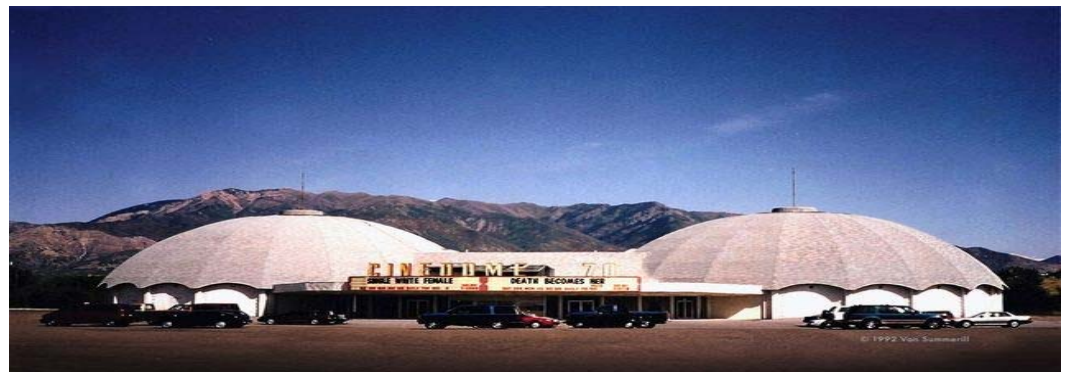


RIVERDALE CITY CANDIDATE GUIDE TO ELECTIONS

OFFICES TO BE VOTED UPON:

Council Member (four year term)
Council Member (four year term)
Council Member (four year term)

www.riverdalecity.com/elections





Recorder's Office
Riverdale Civic Center
4600 S Weber River Drive
Riverdale, Utah 84405

May 1, 2023

Dear Candidate:

Congratulations on your decision to run for elected office in Riverdale City!

This Candidate Guide has been prepared to provide basic information you will need to know about the election process. I hope you will find it helpful.

The City Recorder's Office oversees the Riverdale City election process, as well as the candidate filing process. Please note this guide is not intended to replace the laws of the State of Utah, as each candidate is responsible for knowing and abiding by the laws for the office in which they are running.

Should you have any questions or need more information, please contact me at 801-436-1232 or visit my office in the Civic Center, 4600 South Weber River Drive.

Best wishes for a successful campaign.

Sincerely,

Michelle Marigoni

Michelle Marigoni, City Recorder
mmarigoni@riverdalecity.com
801-436-1232

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RIVERDALE CITY GOVERNMENT OVERVIEW

The seats up for election in 2023 include:

* Councilmember

* Councilmember

* Councilmember

The term for these offices will be January 2024 through January 2028.

City Council

The City Council is the legislative body of the City. The powers and duties of the Council include, but are not limited to, the following:

- Define by ordinance general rules to be followed by the Mayor for the purchase, sale, or management of City property.
- Provide advice and consent to certain mayoral committee appointments as defined by ordinance. The Council may also define the number and terms of the members, mode of appointment, and other details relating to the organization of the committee.
- Adopt zoning classifications and reclassifications of property.
- Adopt a General (Master) Plan for the City as well as Major Street Plan.
- Establish how subdivisions are approved or disapproved.
- Consider, amend, and approve or disapprove the City budget by ordinance.
- Approve or disapprove the transfer of encumbered funds from one department to another.
- May investigate the administration of city government and make suggestions and recommendations.
- Provide advice and consent to the appointments of the City Attorney, City Engineer, Recorder, City Treasurer, and other department heads.
- Initiate (with exception of the annual budget and administrative code) and adopt ordinances.
- Override mayoral veto of ordinances by reconsidering ordinances.
- Pass rules and regulations deemed necessary for the government of the Council, the preservation of order, and the transaction of business of the Council.
- May organize itself into committees of the whole or into committees of fewer than the full seven council members and adopt rules to govern the manner in which committees are established.

Regular meetings of the Council are held at 6:00 p.m. on the first and third Tuesday of each month. On the second meeting, the Council acts as the Redevelopment Board at the monthly Redevelopment Agency meeting.

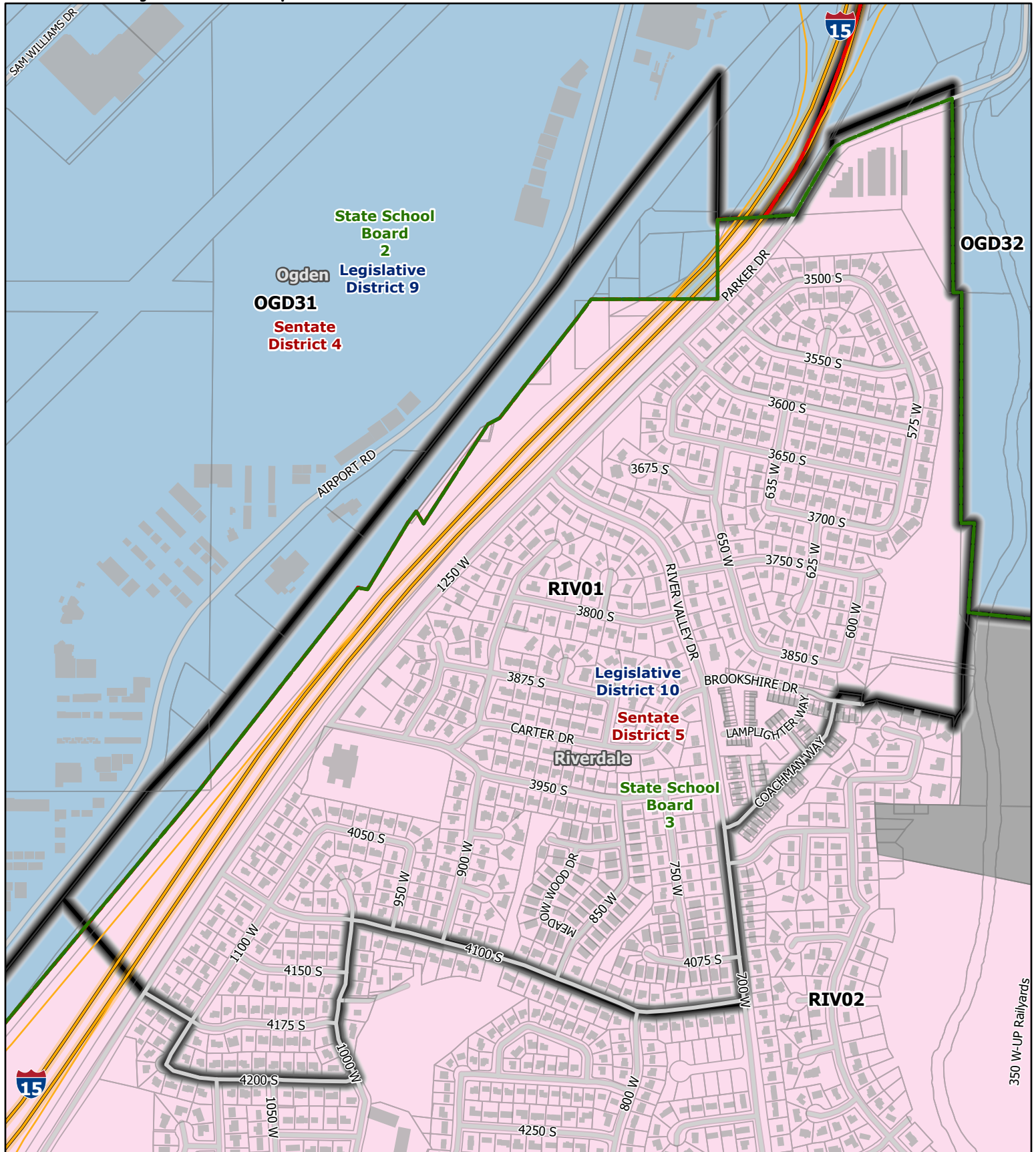
The Council holds work sessions before each regular meeting at 5:30 p.m. to discuss the items on the agenda for the meeting that follows as well as upcoming issues and Council business. All meetings of the Council are held in compliance with the provisions of the Open and Public Meetings Act.


The Council elects a chair, who presides at all meetings and is recognized as the head of the Council for all legal and ceremonial purposes and a vice chair, who acts as the chair during the absence or disability of the chair and becomes the chair if a vacancy occurs. The chair and vice chair are elected at the first meeting in January for a term of one year.

Mayor

The Mayor is the chief executive officer of the City and is its official ceremonial head. The Mayor's powers and duties include, but are not limited to, the following:

- Supervising the administration and enforcement of all laws and ordinances of the City.
- Administering and exercising control of all departments, divisions, and offices within the City.
- Executing the policies adopted by the City Council as reflected by Council resolutions or by City ordinances which are consistent with State law.
- Supervising or coordinating the administrative functions of those authorities and agencies which are related to or affect City operations, such as the Redevelopment Agency.
- Authorizing the issuance of executive orders or administrative rules and regulations for the general operations of the City, which are not in conflict with the laws of the State or City ordinances.
- Recommending the City Council adopt such measures as may be deemed necessary or proper for the efficient and proper operation of the City.
- Attending all meetings of the City Council.
- Prepare and submit to the City Council an annual budget and an annual report of the City's financial affairs within 180 days following the close of the City's fiscal year.
- Keep the City Council informed as to the financial condition of the City on a quarterly basis or at such other time intervals as the City Council may require by ordinance.
- Appoint a budget officer to serve in the place of the Mayor for the purpose of conforming with the requirements of the Uniform Municipal Fiscal Procedures Act.
- Supervise the purchase of materials or services and otherwise authorize expenditures of funds on behalf of the City subject to the requirements of statutes and ordinances.
- Make appointments to City committees, boards, commissions, or other advisory bodies in the City (subject to the advice and consent of the City Council on each separate prospective appointment) and remove the same.
- Except as otherwise provided hire and make all appointments regarding department directors, officers, and agents (subject to the advice and consent of the City Council where required by State law) and discipline or terminate the same.
- Execute agreements within certified budget appropriations on behalf of the City or delegate, by written executive order, the power to execute such agreements to executive officials subject to the requirements of State law and City ordinance.
- Declare local emergencies and exercise those powers and duties necessary to protect life and property.
- Perform other duties as may be prescribed or permitted by law, including issue proclamations, veto ordinances, tax levies and appropriations subject to Council veto override as provided by State law.





WEBER COUNTY

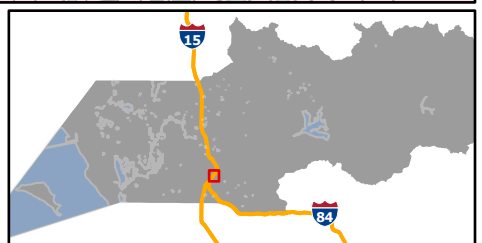
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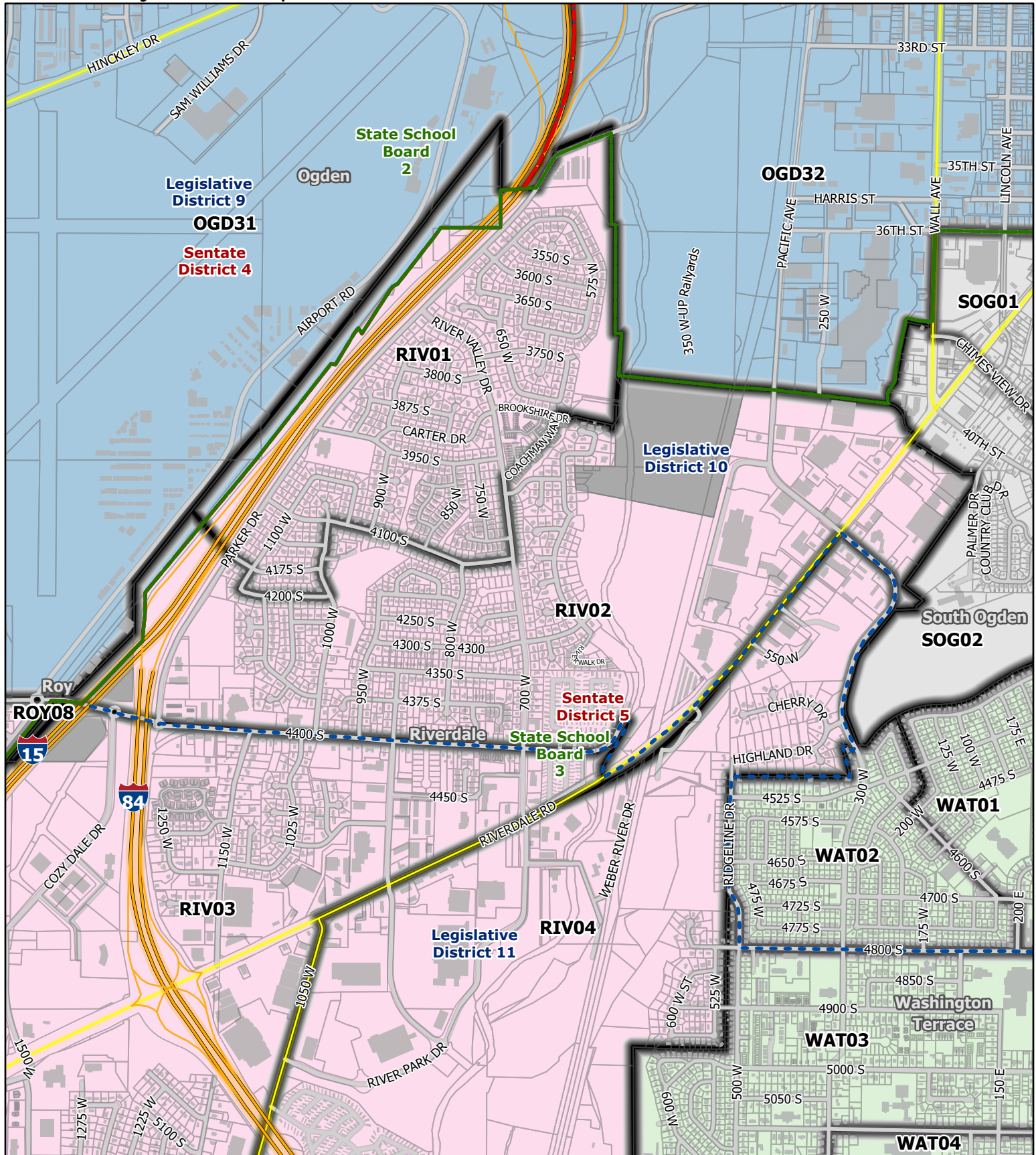
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HPR - Hooper
HAR - Harrisville
HUN - Huntsville
MSC - Marriott-Slaterville
NOG - North Ogden
OGD - Ogden
PLC - Plain City
RIV - Riverdale
ROY - Roy

PLV - Pleasant View
SOG - South Ogden
UIN - Uintah
COV - County Ogden Valley
WAT - Washington Terrace
CNP - County North Ogden/
Pleasant View
CSU - County South Ogden/
Uintah
CWS - County West Side
WHV - West Haven

Legend

 - State School Board
 - Senate District
 - Legislative District
 - Precincts





WEBER COUNTY

DISCLAIMER

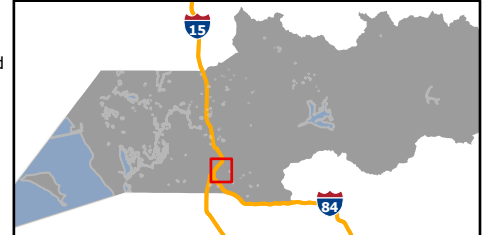
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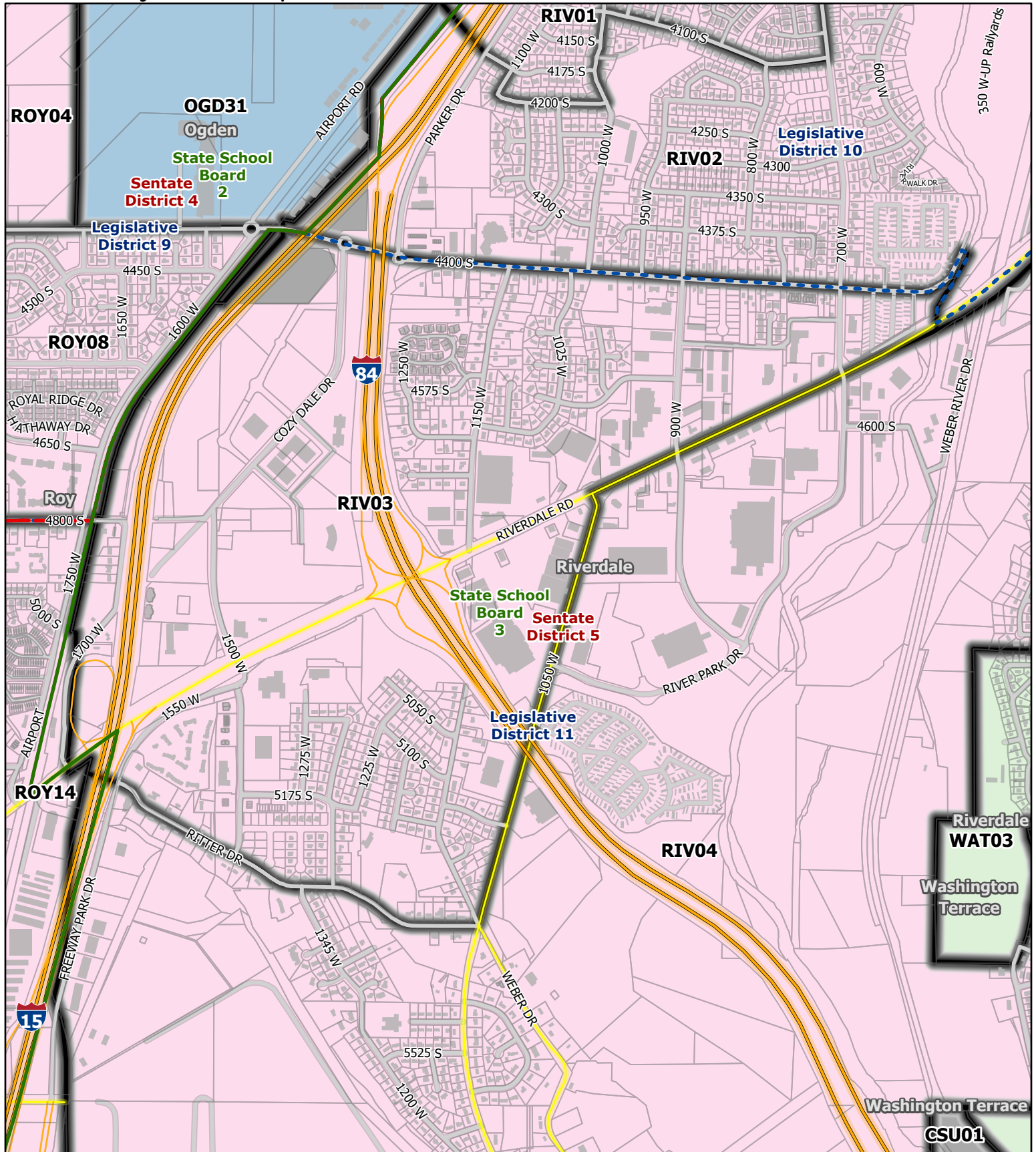
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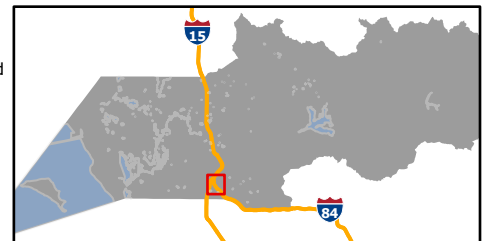


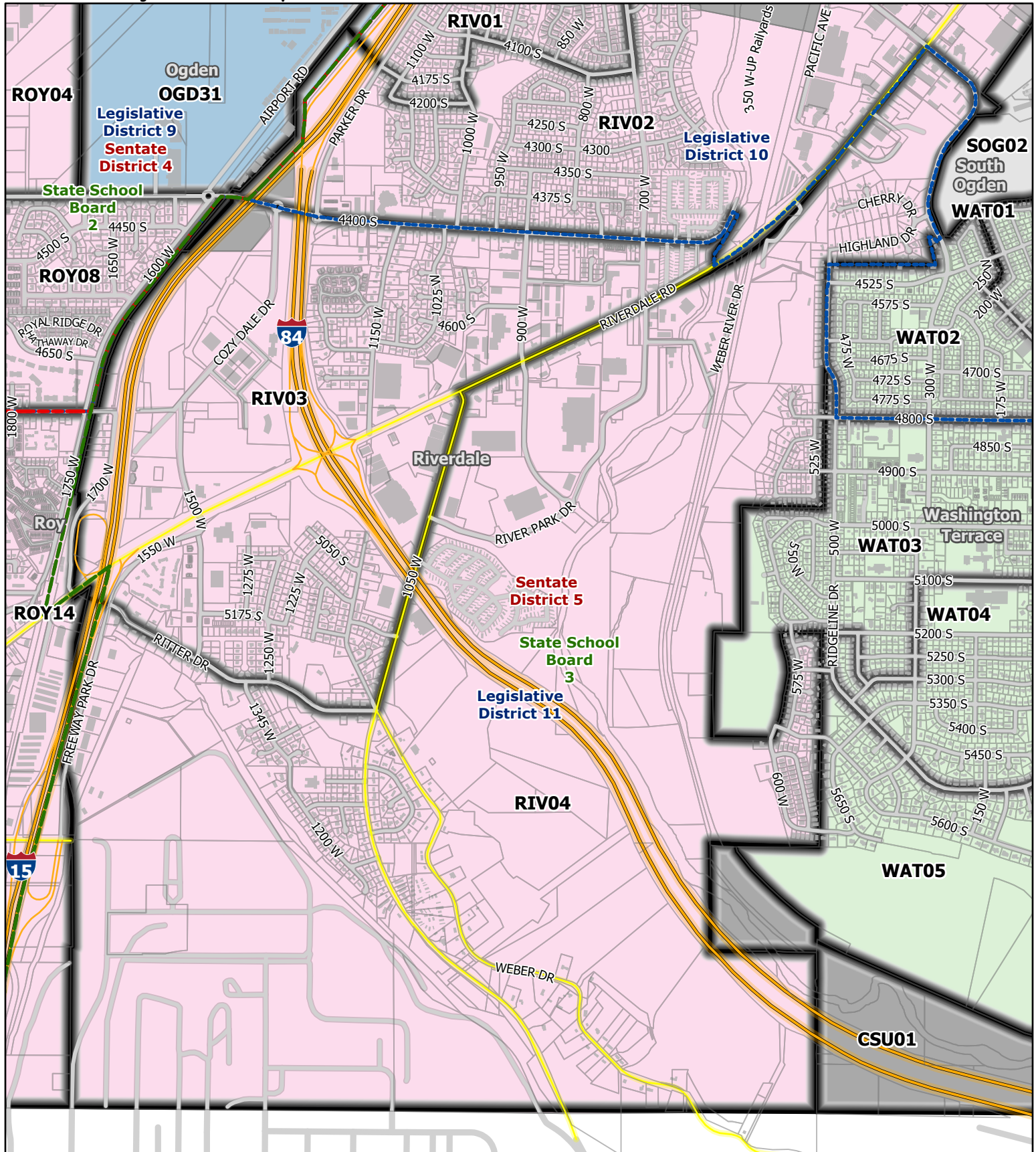
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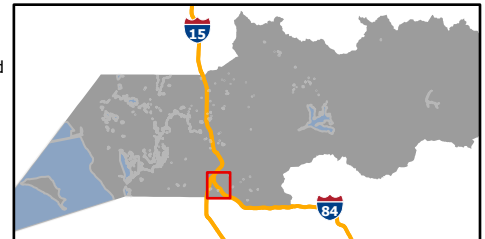
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HOW TO BECOME A CANDIDATE

Each person wishing to become a candidate must file a "Registration of Personal Campaign Committee" form with the City Recorder establishing that his/her personal campaign committee has been appointed and provide the name and address of each member and designating a secretary of the committee.

Qualifications for Candidacy

- United States citizen;
- Be at least 18 years old and a registered voter of Riverdale City;
- Resided in Riverdale City for a period of 12 consecutive months immediately preceding the date of the general election;
- Be mentally competent, not been convicted of a felony, and not been convicted of treason or a crime against the elective franchise, unless right to hold office has been restored as provided by statute.
- Individuals filing as candidates for City Council or Mayor are required to pay a \$25 fee at the time of filing their Declaration of Candidacy with the City Recorder. This filing fee is refundable only if it is determined the person filing is not qualified to be a candidate or has improperly filed.

Candidates must file in person; however, a person may designate an agent to file the form with the City Recorder if:

- the person is located outside the state during the entire filing period;
- the designated agent appears in person before the City Recorder;
- the person communicates with the City Recorder using an electronic device that allows the person and the City Recorder to see and hear each other; and
- the person provides the City Recorder with an email address to which the City Recorder may send candidate qualifications and copies of forms/information necessary to running for office.

Each elected officer of the City shall maintain residency within the boundaries of the City during the term of office.

Qualifications for Write-In Candidates

Anyone wishing to become a valid write-in candidate must meet the above qualifications and requirements and must file a Declaration of Candidacy no later than 65 days before the general election - September 3, 2023

Declaration of Candidacy

Candidates must file a "Declaration of Candidacy" form with the City Recorder. Candidates may file in the City Recorder's Office on any business day between 8:00 a.m. and 5:00 p.m. from June 1, 2023 to June 7, 2023.

Any candidate may withdraw candidacy by filing a "Withdrawal of Candidacy" form with the City Recorder any time. If the candidate withdraws after September 3, 2023 their name may still appear on the ballot, but the votes cast will not be counted.

Immediately following the filing deadline, the City Recorder will post a list of candidate names on the City website and publish/post the list in accordance with State law.

Any "Declaration of Candidacy" or "Nominating Petition" will be deemed valid unless a written objection is filed with the City Recorder within five days after the last day for filing. If an objection is made, the City Recorder will immediately email, mail or personally deliver notice of the objection to the affected candidate and decide on any objection within 48 hours after it is filed. If the City Recorder sustains the objection, the candidate may correct the problem by either amending the declaration/nominating petition or filing a new declaration within three days after the objection is sustained. Objections may be filed for such things as whether a candidate meets residency requirements or is a registered voter.

FINANCIAL DISCLOSURE INFORMATION

Contributions

Candidates must deposit contributions in a separate bank account.

Cash contributions more than \$50 from any person during a reporting period are not allowed; however, contributions over \$50 may be contributed by a person if that contribution is made in the form of a personal or certified check or bank draft, or by means of a money order, debit card, credit card, PayPal, Venmo or similar electronic financial transaction.

No person shall make contributions to any candidate or his/her personal campaign committee with respect to any election cycle (primary and general combined) for City office that exceeds the following amounts: City Council - \$1,500.00 and Mayor - \$5,000.00. This does not apply to contributions by a candidate of the candidate's own resources to the candidate's own campaign.

Anonymous contributions are prohibited. Any anonymous contribution received by a candidate or personal campaign committee must be transmitted to the City Treasurer for deposit in the City's general fund.

Contributions may not be made in the name of another person or with another person's funds in his or her own name, and no candidate or campaign committee may knowingly accept such contributions.

Every advertisement or communication made for a political purpose by a personal campaign committee which is broadcast or published by means of television, radio, newspaper, commercial billboards, direct mailings, mass mailings, automatic telephone equipment, paid telephone calls, leaflets, websites, or fliers, shall contain a disclosure of the name of the personal campaign committee responsible for its broadcast or publication. This does not apply to campaign yard and street signs, bumper stickers, and pins.

Candidates or a candidate's personal campaign committee may use monies ([Utah Code Annotated 10-3-209](#)) in campaign accounts only as follows:

- For political purposes;
- For expenses incurred in connection with duties of the individual as a holder of a city office;

- For contributions to an organization described in Section 170(c) of the Internal Revenue Code of 1986 (26 USCS Section 170(c));
- For transfers to a national, state, or local committee of a political party;
- For donations to federal, state, or local candidates; or
- For any other lawful purpose unless prohibited by the following:

A contribution shall not be converted to any person for personal use. A contribution or donation shall be considered converted to personal use if the contribution or donation is used in a manner that would cause the candidate or former candidate to recognize the monies as taxable income under federal tax law.

A group that contributes to local candidates or local issues, whether they contribute to state office candidates or state issues, could be considered a political action committee or a political issue committee and would be required to file the necessary paperwork with the Lieutenant Governor's office. Please call the Lieutenant Governor's office at 801-538-1041 or access www.vote.utah.gov if there are any questions.

Financial Statements

Each candidate or personal campaign committee must file with the City Recorder a "Candidate Financial Disclosure Report", signed by the candidate or secretary, by 5:00 p.m. on the following dates:

Report Due (By 5:00 P.M.)	Report Includes Transactions Between	Who Must Report
8/8/2023	Last report up to and including 08/03/23	All Candidates involved in Primary
9/14/2023	08/04/23 up to and including 09/09/23	All Candidates
10/10/2023	09/10/23 up to and including 10/05/23	All Candidates in the General Election
10/31/2023	10/06/23 up to and including 10/26/23	All Candidates in the General Election
12/7/2023	10/27/23 up to and including 12/2/23	All Candidates in the General Election

For the seven (7) days prior to each election:

Any contributions received by candidates within the seven (7) days before the primary and general elections that are \$750.00 or greater must be reported within 24 hours of receipt. Because the report only contains what contributions were received and no expenditures, these contributions must be included in the next required report for accounting purposes.

In the event a committee has no contributions or expenditures during a reporting period, a financial statement **must still be filed** which states there were no contributions received or expenditures made.

Financial Statement Format

The campaign financial statement ("Candidate Financial Disclosure Report") must include all expenditures and contributions received before the close of the reporting date. Each financial statement shall contain:

- A summary of contributions, expenditures, loans, and debts reported in previously filed financial statements.
- A list of each contribution in excess of \$50 received by the committee, the name and complete mailing address of each contributor, and the date on which each such contribution was received.
- An aggregate total of all contributions of \$50 or less received by the committee.
- A list of all expenditures made, and obligations incurred but not paid during the reporting period, the name and complete mailing address of every recipient to whom disbursement was made, and the purposes of the expenditures made, or obligation incurred.

Each statement must be certified by the secretary or by the candidate to the effect that all contributions and expenditures have been reported, and there are no bills or obligations outstanding and unpaid except as set forth in the report.

Financial Statement Review

The City Recorder will review all financial statements and make them available for public inspection within one day after filing.

If it appears that a candidate or personal campaign committee has failed to file a statement as required by law, or the statement filed does not conform to law, or if a written complaint is filed by a candidate or voter demonstrating that a statement does not conform to law, the City Recorder will notify the delinquent candidate or personal campaign committee in writing requesting compliance with the law.

Such notices may be delivered by email, in person to the candidate or secretary of the personal campaign committee or to a person of suitable age and discretion at the address of the candidate or secretary of the committee or by certified mail to the candidate or secretary of the personal campaign committee.

Failure to Comply – Penalties

If a candidate fails to timely file any campaign finance statement as required, the City Recorder may send an electronic notice to the candidate that states that the candidate failed to timely file the campaign finance statement, and that, if the candidate fails to file the report within 24 hours after the deadline the candidate will be disqualified. The City Recorder may also impose a fine of \$50 on the candidate.

If the candidate does not file within 24 hours after the deadline and is disqualified, the City Recorder shall notify every opposing candidate for the municipal office that the candidate is disqualified. An email notification will be sent to each voter who is eligible to vote in the municipal election office race for whom the City Recorder has an email address informing the voter that the candidate is disqualified, and that votes cast for the candidate will not be counted. Notice of the disqualification will be posted on a public website and, if practicable, the candidate's name will be blacked out on the ballots before they are delivered to voters. No votes will be counted for that candidate.

The Oath of Office will not be administered, and a Certificate of Election will not be issued to any successful candidate until the candidate's personal campaign committee has filed the required financial disclosure statements. No person may assume the duties of office until the required financial statements have been filed, nor may a person receive any salary or fees for any period prior to the filing of the required statements. Any person violating the provisions of the law is guilty of an infraction, and no person convicted shall be permitted to take or hold the office to which the person was elected, if any, or receive any salary or fees.

CAMPAIGN REGULATIONS

Electioneering

"Electioneering" includes any oral, printed, or written attempt to persuade persons to refrain from voting or to vote for or vote against any candidate or issue. A "polling place" means the physical place where ballots and by-mail ballots are cast and includes city hall during the period in which by-mail ballots may be cast there.

Any person who violates any provision of this section is guilty of a class A misdemeanor.

On the day of any election, within a polling place or in any public area within 150 feet of the building where a polling place is located, a person may NOT:

- Do any electioneering.
- Circulate cards or handbills of any kind.
- Solicit signatures to any kind of petition.
- Engage in any practice that interferes or disrupts the administration of the polling place.
- Obstruct the doors at polls or prevent free access to and from the polling place.
- Remove a ballot from the polling place unless the poll worker is assisting a physically disabled voter outside the building.
- Solicit any voter to show his ballot.
- No campaigning can take place within 150 feet of the Municipal Building during early voting.

Posting of Political Signs

Riverdale City Code 10-16-3(D)

- Political or campaign signs are permitted in accordance with the following provisions; provided that any such sign shall be removed within fifteen (15) days after such final election, campaign or event.
- No political or campaign sign shall be placed within one hundred fifty feet (150') from a public polling place. "Polling place" shall mean the physical public location in a community where multiple ballots and absentee ballots are cast or deposited.
- No political or campaign sign may be placed in such a manner as to create a safety hazard or constitute a public nuisance of any kind or nature whatsoever. The community development director, public works director or police chief shall determine whether the placement of a political or

campaign sign constitutes a safety hazard or public nuisance, and upon such determination shall remove said sign so that the safety hazard or public nuisance no longer exists.

- Political signs cannot be placed: a) on public Riverdale City property, or b) on private property without the property owner's permission.

Voter Registration

To vote, a person must be a registered voter. The requirements to become a registered voter are:

- Be a United States citizen;
- Be a resident of Utah for at least 30 days immediately before the next election; Be at least 18 years old by the next election;
- Have their principal place of residence in a specific voting precinct in Utah.

The voter registration deadline is 5:00 p.m. eleven days before each election. Residents can register to vote by mail, in-person, or online. Visit [Weber County Elections](#) website for more information.

Statewide Electronic Voter Information Website

This website allows registered voters to view information particular to them including their polling place, election officials, and a sample ballot with information on candidates and propositions. The website is www.vote.utah.gov.

Questions Regarding Municipal Elections

If a candidate or citizen has questions regarding elections, they should call the City Recorder's Office at 801-436-1232 or email mmarigoni@riverdalecity.com.

ELECTION DATES

Vote By Mail Ballots for Primary Election

July 25 – Earliest Ballots can be mailed to all active registered voters.

August 14 – By mail postmark deadline – If in doubt, place it in a drop box before 8:00 p.m.

August 15 – Election Day, polls open at 7:00 a.m. and close at 8:00 p.m. Ballot drop boxes close at 8:00 p.m.

Vote By Mail Ballots for General Election

October 17 – Earliest Ballots can be mailed to all active registered voters.

November 6 – By mail postmark deadline – If in doubt, place it in a drop box before 8:00 p.m.

November 7 – Election Day, polls open at 7:00 a.m. and close at 8:00 p.m. Ballot drop boxes close at 8:00 p.m.

Online candidate profile submission/changes

For candidates who have a primary election, the deadline for their submission is Jul 3, 2023 at 5PM mountain time. General election candidates have until Sep 8, 2023 at 5PM mountain time. There are no exceptions for candidates who submit their profile late.

If a candidate is successful during their primary election, they will need to submit a new profile for the general election. All profiles will be deleted after the primary election. The profiles will be visible to the public no later than 21 days before each election.

FORMS

[Declaration of Candidacy](#)

[Write-in Declaration of Candidacy](#)

[Declaration of Candidate Qualifications](#)

[Pledge of Fair Campaign Practices](#)

[Financial Disclosure](#)

[Affidavit of Impecuniosity](#)

[Withdrawal of Candidacy](#)



2023 DECLARATION OF CANDIDACY

(Print name exactly as it is to be printed on the official ballot – no amendments or modifications after 5:00 p.m. on June 7, 2023)

For the office of _____ for the four-year term for the city of Riverdale,

State of Utah
County of Weber

} ss.

I, _____, being first sworn and under penalty of perjury, say that I reside at _____ Street, City of _____, County of _____, state of Utah, Zip Code _____, Telephone Number _____; that I am a registered voter; and that I am a candidate for the office of City Council Four-Year Term. I will meet the legal qualifications required of candidates for this office. If filing via a designated agent, I attest that I will be out of the state of Utah during the entire candidate filing period. I will file all campaign financial disclosure reports as required by law and I understand that failure to do so will result in my disqualification as a candidate for this office and removal of my name from the ballot. I request that my name be printed upon the applicable official ballots.

☐ (Optional) I wish to classify my addresses listed above as a protected record. By doing so, you must provide an alternative address or phone number.

Alternative Address OR Phone Number: _____

Email Address

Website

Signature of Candidate

(Must be notarized or be signed in the presence of the filing officer. A designated agent **may not** sign on behalf of the candidate.)

Subscribed and sworn to (or affirmed) before me by _____ on this _____
(month/day/year)

Filing officer or subject to 20A-9-203(3)(b)

(Seal)

Riverdale City

Date/Time Received

2023 RIVERDALE CITY WRITE-IN DECLARATION OF CANDIDACY

(Print Name)

for the office of _____.

State of Utah }
County of Weber } ss.

I, _____, declare my intention of becoming a candidate for
the office of _____ for the City of Riverdale. I do solemnly swear that: I will meet the
qualifications to hold the office, both legally and constitutionally, if selected; I reside at

_____ in the City of
_____, Utah, Zip Code _____, Phone No. _____; I

will not knowingly violate any law governing campaigns and elections; if filing via a designated agent, I will
be out of the state of Utah during the entire candidate filing period; I will file all campaign financial disclosure
reports as required by law; and I understand that failure to do so will result in my disqualification as a
candidate for this office and rejection of any votes cast for me. The mailing address that I designate for
receiving official election notices is

☐ (Optional) I wish to classify my addresses listed above as protected records. By doing so, you must provide an
alternative address or phone number.

Alternative Address OR Phone Number: _____

Email Address

Website

Signature of Candidate (must be notarized or signed in the presence of the filing officer)

Subscribed and sworn (or affirmed) before me by _____ this _____
(month/day/year)

Filing officer or subject to 20A-9-203(3)(b)

QUALIFICATIONS FOR CANDIDATE FILING DECLARATION

Please initial:

- _____ The filing officer read the constitutional and statutory qualifications as listed below to me, and I meet those qualifications.
- _____ I understand that an individual who holds a municipal elected office may not, at the same time, hold a county elected office.
- _____ I agree to file all campaign financial disclosure reports, and I understand that failure to do so may result in my disqualification as a candidate for this office, possible fines and/or criminal penalties, including removal of my name from the ballot.
- _____ I received a copy of the pledge of fair campaign practices, and I understand that signing this pledge is voluntary.
- _____ I provided a valid email, or physical address if no email is available, and I understand this will be used for official communications and updates from election officials.
- _____ I understand I will receive all financial disclosure notices by email.
_____ I prefer to also receive financial disclosure notices by mail at the following address:

- _____ I understand my name will appear on the ballot as it is printed on this declaration of candidacy, and that I may not make any amendments or modifications after **5:00 p.m. on June 7, 2023**.
- _____ I have received a copy of Section 20A-7-801 regarding the Statewide Electronic Voter Information Website Program and its applicable deadline.

Signature of Candidate

Date

Signature of Filing Officer

Date

QUALIFICATIONS

Before the filing officer accepts any declaration of candidacy, the filing officer shall read to the candidate the constitutional and statutory requirements for candidacy, and the candidate shall state whether he/she fulfills the requirements. If the candidate indicates that he/she does not qualify, the filing officer may not accept his/her declaration of candidacy (Utah Code Section 20A-9-203).

MUNICIPAL CANDIDATE

Utah Code §10-3-301

Utah Code §20A-9-203

- Registered voter in the municipality in which the individual is elected*
- Must have resided within the municipality for which the candidate is seeking office for the 12 consecutive months immediately before the date of the election.
- Maintain a principal place of residence within the municipality, and within the district that the elected officer represents, during the officer's term of office
- If the individual resides in a territory which was annexed into the municipality: must have resided within the annexed territory or the municipality the 12 consecutive months immediately before the date of the election.
- Pay filing fee, if one is required by municipal ordinance
- Not convicted of a felony, treason, or crime relating to elections**
- Cannot have been declared mentally incompetent

** Utah Code §20A-2-101 states: A registered voter (1) is a citizen of the United States; (2) is a resident of Utah; (3) will, on the date of that election, be at least 18 years old; (4) has been a resident of Utah for 30 days immediately before that election; (5) and is registered to vote.*

*** Utah Code §20A-2-101.5 states: A person convicted of a felony loses the right to hold office until (1) all felony convictions have been expunged, OR (2) ten years have passed since the most recent felony conviction AND the person has paid all court-ordered restitution and fines AND the person has completed probation, been granted parole, or completed the term of incarceration associated with the felony.*



PLEDGE OF FAIR CAMPAIGN PRACTICES

(Utah Code §20A-9-206)

There are basic principles of decency, honesty, and fair play which every candidate for public office in the State of Utah has a moral obligation to observe and uphold, in order that, after vigorously contested but fairly conducted campaigns, our citizens may exercise their right to a free election, and that the will of the people may be fully and clearly expressed on the issues.

THEREFORE:

I SHALL conduct my campaign openly and publicly, discussing the issues as I see them, presenting my record and policies with sincerity and frankness, and criticizing, without fear or favor, the record and policies of my opponents that I believe merit criticism.

I SHALL NOT use, nor shall I permit the use of, scurrilous attacks on any candidate or the candidate's immediate family. I shall not participate in, nor shall I permit the use of, defamation, libel, or slander against any candidate or the candidate's immediate family. I shall not participate in, nor shall I permit the use of, any other criticism of any candidate or the candidate's immediate family that I do not believe to be truthful, provable, and relevant to my campaign.

I SHALL NOT use, nor shall I permit the use of, any practice that tends to corrupt or undermine our American system of free elections, or that hinders or prevents the free expression of the will of the voters, including practices intended to hinder or prevent any eligible person from registering to vote or voting.

I SHALL NOT coerce election help or campaign contributions for myself or for any other candidate from my employees or volunteers.

I SHALL immediately and publicly repudiate support deriving from any individual or group which resorts, on behalf of my candidacy or in opposition to that of an opponent, to methods in violation of the letter or spirit of this pledge. I shall accept responsibility to take firm action against any subordinate who violates any provision of this pledge or the laws governing elections.

I SHALL defend and uphold the right of every qualified American voter to full and equal participation in the electoral process.

I, the undersigned, candidate for election to public office in the State of Utah, hereby voluntarily endorse, subscribe to, and solemnly pledge myself to conduct my campaign in accordance with the above principles and practices."

Name: _____ Office: _____

Signature: _____ Date: _____

***This is a voluntary pledge. Candidates are not required to sign this pledge of fair campaign practices.**

***This document is considered a public record and will be retained for public inspection until 30 days following the election.**

MUNICIPAL CAMPAIGN FINANCIAL DISCLOSURE

Full name of Candidate

Street Address

Name of Office

- | | | |
|----|---|---------|
| 1. | Total contributions
(Form "A" total) | \$_____ |
| 2. | Total campaign expenses
(Form "B" total) | \$_____ |
| 3. | Balance at the end of the reporting period | \$_____ |

Date

Signature of Candidate

ITEMIZED CONTRIBUTION REPORT (FORM "A")

Date Received	Name of Contributor	Complete Mailing Address & ZIP Code	Amount of Contribution
.....	TOTAL CONTRIBUTIONS	\$

FORM B: CAMPAIGN FINANCIAL REPORT

Itemized Report of Expenditures:

[illegible]**Total Expenditures:**

Financial contribution rules, definitions, and examples

A contribution is generally anything of value that your campaign receives. The state does not place limits on contributions. Utah Code 20A-11-101(6) provides the legal definition of a contribution. Here are the 4 most common types: • Money donations; • Gifts; • Loans (including ones from yourself); or • In-kind services or donations

Every contribution your campaign receives must be reported, including contributions from your personal accounts. When reporting contributions, you must include the contribution's value, date, and the contributor's name and address. Unpaid volunteers and goods or services that your campaign did not authorize or coordinate do not need to be reported.

If your campaign receives anything of value that is not money, this is considered an in-kind contribution. Just like monetary donations, you must report all in-kind contributions to your campaign. If your campaign receives an in-kind contribution, you are responsible for determining its value to report it. You can typically ask the contributor to provide an estimate of the market value of the service or product. For example, if a farmers' market typically charges \$100.00 for booth space but waived the fee for your campaign, you received a \$100.00 in-kind donation from the farmers' market for booth space. It is recommended that in-kind contributions are reported at the time that the candidate benefits. If the value of the contribution is not known, it is advised that you report an approximate value and then amend it later if and when you become aware of a more precise value. Although the in-kind amount is displayed on your online financial ledger and on your disclosure reports, it will not affect the balance of your financial ledger. For example, if you have a \$0.00 balance and add a \$100.00 in-kind contribution to your financial ledger, your balance will remain \$0.00. Each contribution received must be reported as a separate contribution. It is unlawful to aggregate—or combine—contributions, no matter how small they may be. Whether the contribution was \$1.00 or \$10,000.00, you must include the contributor's name and address as well as the contribution's value and date. You cannot use a campaign contribution if it is from an anonymous source and greater than \$50.00. If you receive an anonymous contribution greater than \$50.00, you must transfer the money to the state, county, city or a 501(c)(3) non-profit organization.

Many candidates use pass-through entities to collect donations (such as PayPal, Act Blue, Square, or GoFundMe). When you report your contributions that come through an entity like this, report the original source of the contribution instead of the passthrough entity. Pass-through entity example: Jane Doe contributes \$100 to your campaign using PayPal. Because you received the money from Jane Doe and not PayPal, you would report the contribution as received from Jane Doe.

A contribution is considered received when you: • Deposit a check; • Have the cash in hand; or • Benefit from an in-kind contribution. An expenditure is anything of value that your campaign spends. Utah Code 20A-11-101(15) provides the legal definition of expenditure, but here are some common types: • Purchases or payments related to the campaign; • Compensation for staff or services; • Campaign loan repayments. Every expenditure that your campaign makes must be reported. When you report expenditures, you must include the amount, the date, and where the expenditure falls within a list of specified categories.

You can use credit cards to pay for campaign expenses. However, do not report your monthly credit card payment as an expenditure. Instead, report each transaction on your credit card's billing statement. For example, if you charged \$200.00 on your credit card, report the individual transactions (such as \$100.00 paid to Printing, Inc. for printing and \$100.00 paid to Office Supplies, Inc. for supplies).



Affidavit of Impecuniosity

(Utah Code Section 20A-9-201)

Name of Candidate

Address

Phone Number

I, _____
Name of Candidate

do solemnly swear, under penalty of law for false statements, that, owing to my poverty, I am unable to pay the filing fee required by law.

☐ (Optional) I wish to classify my address listed above as protected records. By doing so, you must provide an alternative address or phone number.

Alternative Address OR Phone Number: _____

Signature of Candidate

Date

Filing a false statement is a criminal offense. In accordance with Section 20A-1-609, a candidate who is found guilty of filing a false statement, in addition to being subject to criminal penalties, will be removed from the ballot.

Signature of Elections Office

Title

Subscribed and sworn before me this _____
(month/day/year)

File this form with your declaration of candidacy.

Questions? 801-538-1041 or elections@utah.gov

Date Received



WITHDRAWAL OF CANDIDACY

In order for a candidate's name to be deleted from the official ballot, this form must be submitted to the Riverdale City Recorder **65 days prior to Election Day**.

If this form is submitted within 64 days of Election Day, the candidate's name will still appear on the ballot, but any votes cast for the candidate will not be counted.

Candidate Name: _____ Date: _____

*I, _____ withdraw my candidacy of nomination to
the office of _____, and further understand the filing
fee is not refundable.*

(Signature of Candidate)

(Signature of Recorder/Clerk)

Voter Information Website

Effective 5/5/2021

20A-7-801. Statewide Electronic Voter Information Website Program -- Duties of the lieutenant governor -- Content -- Duties of local election officials -- Deadlines -- Frequently asked voter questions -- Other elections.

- (1) There is established the Statewide Electronic Voter Information Website Program administered by the lieutenant governor in cooperation with the county clerks for general elections and municipal authorities for municipal elections.
- (2) In accordance with this section, and as resources become available, the lieutenant governor, in cooperation with county clerks, shall develop, establish, and maintain a state-provided Internet website designed to help inform the voters of the state of:
 - (a) the offices and candidates up for election;
 - (b) the content, effect, operation, fiscal impact, and supporting and opposing arguments of ballot propositions submitted to the voters; and
 - (c) the status of a voter's trackable ballot, in accordance with Section [20A-3a-401.5](#), accessible only by the voter.
- (3) Except as provided under Subsection [\(6\)](#), the website shall include:
 - (a) all information currently provided in the Utah voter information pamphlet under [Chapter 7, Part 7, Voter Information Pamphlet](#), including a section prepared, analyzed, and submitted by the Judicial Performance Evaluation Commission describing the judicial selection and retention process;
 - (b) on the homepage of the website, a link to the Judicial Performance Evaluation Commission's website, judges.utah.gov;
 - (c) a link to the retention recommendation made by the Judicial Performance Evaluation Commission in accordance with [Title 78A, Chapter 12, Part 2, Judicial Performance Evaluation](#), for each judicial appointee to a court that is subject to a retention election, in accordance with Section [20A-12-201](#), for the upcoming general election;
 - (d) all information submitted by election officers under Subsection [\(4\)](#) on local office races, local office candidates, and local ballot propositions;
 - (e) a list that contains the name of a political subdivision that operates an election day voting center under Section [20A-3a-703](#) and the location of the election day voting center;
 - (f) other information determined appropriate by the lieutenant governor that is currently being provided by law, rule, or ordinance in relation to candidates and ballot questions;
 - (g) any differences in voting method, time, or location designated by the lieutenant governor under Subsection [20A-1-308\(2\)](#); and
 - (h) an online ballot tracking system by which a voter can view the status of the voter's trackable ballot, in accordance with Section [20A-3a-401.5](#), including:
 - (i) when a ballot has been mailed to the voter;
 - (ii) when an election official has received the voter's ballot; and
 - (iii) when the voter's ballot has been counted.
- (4)
 - (a) An election official shall submit the following information for each ballot under the election official's direct responsibility under this title:
 - (i) a list of all candidates for each office;
 - (ii) if submitted by the candidate to the election official's office before 5 p.m. no later than 45 days before the primary election or before 5 p.m. no later than 60 days before the general election:
 - (A) a statement of qualifications, not exceeding 200 words in length, for each candidate;
 - (B) the following current biographical information if desired by the candidate, current:
 - (I) age;
 - (II) occupation;
 - (III) city of residence;
 - (IV) years of residence in current city; and
 - (V) email address; and
 - (C) a single web address where voters may access more information about the candidate and the candidate's views; and
 - (iii) factual information pertaining to all ballot propositions submitted to the voters, including:
 - (A) a copy of the number and ballot title of each ballot proposition;
 - (B) the final vote cast for each ballot proposition, if any, by a legislative body if the vote was required to place the ballot proposition on the ballot;

- (C) a complete copy of the text of each ballot proposition, with all new language underlined and all deleted language placed within brackets; and
 - (D) other factual information determined helpful by the election official.
- (b) The information under Subsection [\(4\)\(a\)](#) shall be submitted to the lieutenant governor no later than one business day after the deadline under Subsection [\(4\)\(a\)](#) for each general election year and each municipal election year.
- (c) The lieutenant governor shall:
- (i) review the information submitted under this section, to determine compliance under this section, prior to placing it on the website;
 - (ii) refuse to post information submitted under this section on the website if it is not in compliance with the provisions of this section; and
 - (iii) organize, format, and arrange the information submitted under this section for the website.
- (d) The lieutenant governor may refuse to include information the lieutenant governor determines is not in keeping with:
- (i) Utah voter needs;
 - (ii) public decency; or
 - (iii) the purposes, organization, or uniformity of the website.
- (e) A refusal under Subsection [\(4\)\(d\)](#) is subject to appeal in accordance with Subsection [\(5\)](#).
- (5) (a) A person whose information is refused under Subsection [\(4\)](#), and who is aggrieved by the determination, may appeal by submitting a written notice of appeal to the lieutenant governor before 5 p.m. within 10 business days after the date of the determination. A notice of appeal submitted under this Subsection [\(5\)\(a\)](#) shall contain:
- (i) a listing of each objection to the lieutenant governor's determination; and
 - (ii) the basis for each objection.
- (b) The lieutenant governor shall review the notice of appeal and shall issue a written response within 10 business days after the day on which the notice of appeal is submitted.
- (c) An appeal of the response of the lieutenant governor shall be made to the district court, which shall review the matter de novo.
- (6) (a) The lieutenant governor shall ensure that each voter will be able to conveniently enter the voter's address information on the website to retrieve information on which offices, candidates, and ballot propositions will be on the voter's ballot at the next general election or municipal election.
- (b) The information on the website will anticipate and answer frequent voter questions including the following:
- (i) what offices are up in the current year for which the voter may cast a vote;
 - (ii) who is running for what office and who is the incumbent, if any;
 - (iii) what address each candidate may be reached at and how the candidate may be contacted;
 - (iv) for partisan races only, what, if any, is each candidate's party affiliation;
 - (v) what qualifications have been submitted by each candidate;
 - (vi) where additional information on each candidate may be obtained;
 - (vii) what ballot propositions will be on the ballot; and
 - (viii) what judges are up for retention election.
- (7) The lieutenant governor shall ensure that each voter may conveniently enter the voter's name, date of birth, and address information on the website to retrieve information on the status of the voter's ballot if the voter's ballot is trackable under Section [20A-3a-401.5](#).
- (8) As resources are made available and in cooperation with the county clerks, the lieutenant governor may expand the electronic voter information website program to include the same information as provided under this section for special elections and primary elections.

How to Submit Your Candidate Profile

The Lieutenant Governor's Office provides candidates with the opportunity to submit a candidate profile for the website, [VOTE.UTAH.GOV](https://vote.utah.gov). Your profile includes biographical information, a picture, and a short statement. The candidate profile portal may timeout during the submission process; it is recommended that candidates write out their profile details in a separate document to save their work.

HOW DO I SUBMIT MY PROFILE?

1. Visit the website [VOTE.UTAH.GOV](https://vote.utah.gov). Select the button "Resources for Candidates, Political Groups & Parties" at the bottom of the page.
 2. After being directed to a new page, select the option "Submit candidate profile."
 3. You will be directed to the UtahID portal. If you do not have a UtahID account, you must create one to proceed. If you already have a UtahID account, simply log into your account.
 4. After creating your UtahID account, you will be prompted for a PIN number. To obtain a PIN number, select your name in the dropdown menu then check your email.
 5. After selecting your name in the dropdown menu, you will receive an email with your PIN number. Your PIN number will be sent to the email address that you provided on your declaration of candidacy. It will not be sent to the email address of your UtahID account.
 6. After receiving your PIN number, enter it into the website and click "Submit."
 7. After entering your PIN number, the website will prompt you to enter your candidate profile. After you are completed, click "Submit for Approval." You have the ability to save and edit your profile *before* the deadline.
-

WHEN CAN I SUBMIT MY PROFILE?

- **Primary Election Candidates**
July 1st, 2023 at 5:00 p.m. (Mountain Time)
- **General Election Candidates:**
September 8th, 2023 at 5:00 p.m. (Mountain Time)

Please note that these deadlines are established by law (see 20A-7-801(4)). As a result, late submissions and edits cannot be accepted.

Do you need assistance with your candidate profile? Contact the Utah Lieutenant Governor's Office at (801) 538-1041 or elections@utah.gov. Open Monday – Friday, 8:00 am – 5:00 pm (state and national holidays excluded)