



## 2018 Notice of Intent to Gather Signatures for Candidacy

Printed Name \_\_\_\_\_ (Print name exactly as it is to be printed on the official ballot)

Political Party \_\_\_\_\_

Office \_\_\_\_\_ District \_\_\_\_\_

Physical Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone Number \_\_\_\_\_

Email Address \_\_\_\_\_ Twitter Handle (optional) \_\_\_\_\_

Please read and initial the statements below:

- \_\_\_\_\_ I agree to file all campaign financial disclosure reports, and I understand that failure to do so may result in possible fines and/or criminal penalties.
- \_\_\_\_\_ I understand that the filing officer will not begin verifying my petition signatures until I have submitted a sufficient number of verifiable signatures to meet the signature threshold.
- \_\_\_\_\_ I understand that candidate petition packet submissions are verified in the same order as they are received by the filing officer.
- \_\_\_\_\_ I have provided a valid email, and I understand this will be used for official communications and updates from election officials. If no email is available I have provided a valid physical address.
- \_\_\_\_\_ I understand this form is not a declaration of candidacy and I must declare candidacy, in-person, with the appropriate filing officer during the declaration of candidacy period (March 9, 2018 to March 15, 2018 at 5:00 pm).

Signature of Candidate \_\_\_\_\_ Date \_\_\_\_\_

Signature of Filing Officer \_\_\_\_\_ Date / Time Submitted \_\_\_\_\_ AM/PM



## 2018 Candidate Instructions – Signature Gathering for a Partisan Candidate

### **Notice of Intent to Gather Signatures**

Submit your *Notice of Intent to Gather Signatures* to the appropriate election officer (refer to the table on the next page). You may file this form between January 2, 2018 and March 15, 2018. You may begin gathering signatures immediately after you file your notice. Please note that filing your notice is not the same as declaring your candidacy.

### **Petition Packet**

After you file your notice of intent, your election officer will provide you with your petition template, which you will use to print and assemble your petition packets. The template will contain the following pages:

1. Cover page
2. Signature page
3. Circulator verification page (to be filled out by the packet's circulator)

Each nomination petition packet must contain each of these pages in the same order and must be bound with a staple, stitching, or spiral binding in at least three places across the top. You may include up to 50 signature pages per packet.

### **Gathering Signatures**

You must gather signatures from registered voters who are permitted by the political party to vote in its primary election and who reside in the district or area of the office you are seeking.

The number of signatures candidates need to collect depends on the office you are seeking:

- U.S. Senate: 28,000 signatures
- U.S. House: 7,000 signatures
- Utah State Senate: 2,000 signatures
- Utah State House: 1,000 signatures
- County office: 3% of the voters permitted to vote in the political party's primary who live in the district or area

Here are some possible reasons why a signature might be invalid:

- The signer is not registered to vote
- The voter is registered outside the district or area
- The voter has already signed another candidate's petition for the same office
- The voter has already signed a petition for the same candidate
- The voter is not registered with a political party eligible to sign the candidate's petition.

### **Submitting Your Petition Packet**

- Submit petition signatures to the appropriate election officer (refer to table on the next page). **The last day to submit a petition packet is 14 days before your political party's convention** (by 5:00 p.m.). Note that you this deadline applies even if you are not participating in your party's convention. Contact your party to obtain the convention date.
- Your initial petition submission must contain enough signatures to meet or exceed the signature requirement. For example, if you need 1,000 signatures, your initial submission must contain at least 1,000 signatures.
- Petition packet submissions are verified in the same order as they are received. If you submit your petition packet before your opponent submits their packet, your packet will be verified before theirs.
- When you submit your petition packets, you will be asked to provide an estimate of the total number of packets and signatures you are submitting.
- After your initial submission, you may submit additional petition packets until the deadline or until the election officer notifies you that you have reached the qualification threshold.

## **Where Do I Submit Declaration Forms and Signature Packets?**

<b>Candidates</b>	<b>Declare Intent to Gather Signatures</b>	<b>Declare Candidacy</b>	<b>Submit Petition Signatures</b>	<b>Verify Petition Signatures</b>
Federal	Lt. Governor	Lt. Governor	Lt. Governor	Lt. Governor
Multi-County Offices	County in which the candidate resides	County in which the candidate resides	Lt. Governor	Lt. Governor
Single-County Offices	County in which the candidate resides	County in which the candidate resides	County in which the candidate resides	County in which the candidate resides

### **Signature Verification & Outcome**

- Your election officer will check every signer on the petition and determine whether they are qualified to sign. The election officer will verify petition packets in the order they are received.
- After your election officer finishes verifying your petition packets, they will notify you of the results within one business day. Election officers must verify your petition packets at least one day before your party's convention date.
- The status of your petition verification can also be found at [elections.utah.gov](http://elections.utah.gov). The Lieutenant Governor's Office will update these statuses several times each week.
- If the election official determines you *did not* collect enough valid signatures, you have the chance to submit supplemental signatures (as long as they are turned in before the deadline of 14 days before convention).
- If the election official determines that you collected enough valid signatures, the official will inform you that you have qualified for the primary election ballot.

### **Declaration of Candidacy (Required)**

All candidates—regardless whether they are collecting signatures or not—must declare candidacy with their election officer between March 9, 2018 and 5:00 pm on March 15, 2018. Check the table above to determine where you declare your candidacy.

### **Additional Information**

#### *Voter Registration*

Petition circulators may take voter registration forms with them while gathering signatures. Registration forms can be found on [vote.utah.gov](http://vote.utah.gov). Voter registration forms must be received *before* nomination petition packets are submitted to the election officer.

#### *Notice of Withdrawal of Intent of Gather Signatures*

If you no longer wish to seek nomination using the signature-gathering process, you may submit a withdrawal of your notice of intent to gather signatures if you meet the following conditions:

- Your petition packet submissions have not completed the verification process:
  - You have not received notice from an election official of having a deficient number of signatures verified; or
  - You have not received notice from an election official of being a qualified candidate.
- You agree that any petition packets that you or your petition circulator(s) have collected or submitted will not undergo the verification process by an election official.
- You affirm that you are no longer seeking nomination using the signature-gathering process described in Utah Code §20A-9-408.

**DISCLAIMER:** This document is not substitute for the Utah State Code or Utah Rules. This document is provided as a guide and is not intended to be an authoritative statement of law. For further legal information, please consult the Utah State Code or other appropriate legal resources.

#### **Physical Address**

Office of the Lieutenant Governor  
Utah State Capitol  
350 North State Street, Suite 220  
Salt Lake City, UT 84114

#### **Mailing Address**

Office of the Lieutenant Governor  
Utah State Capitol  
P.O. Box 142325  
Salt Lake City, UT 84114

#### **Phone:** 801-538-1041

**Fax:** 801-538-1133

**Email:** [elections@utah.gov](mailto:elections@utah.gov)