



Date: July 5, 2022

To: Persons Wishing to File for Elected Position of City Council or Mayor  
General Election, November 8, 2022

From: Marci Moore, City Recorder

Subject: Requirements for Nomination and Filing for City Council or Mayor

The City of Clatskanie will have three (3) Council positions and one (1) Mayor Position on the November 8, 2022 ballot. All forms must be properly completed and returned to me by the filing deadline of August 24, 2022. Required forms are included in this packet.

**IMPORTANT DATES:**

- ▶ Last day for file for office: August 24, 2022
- ▶ Last day to withdraw: September 2, 2022
- ▶ Last day to file for county Voters' Pamphlet: August 24, 2022  
(Candidates file with Columbia County Elections)
- ▶ **Election Day:** Tuesday, November 8, 2022

**Two Ways to File**

**1. File by Fee**

Candidate must file with the City Elections Office:  
Form SEL 101-Candidate Filing-Major Political Party or Nonpartisan  
AND  
Pay the required filing fee (\$25.00)

**2. File by Signature Petition**

Each petition sheet, (form SEL 121) has ten (10) spaces for signatures, and two sheets are enclosed. A minimum of 6 valid signatures from registered voters is required. Please note that a person cannot sign a nomination petition unless they are already registered to vote.

Candidate must file with the City Elections Office:  
Form SEL 101-Candidate Filing-Major Political Party or Nonpartisan  
AND  
Form SEL 121-Candidate Signature Sheet-Nonpartisan

**(See enclosed County, City and District Candidates Manual) for additional information.**

## **Filing for Nomination**

1. To be eligible to file for a City Council or Mayor position, you must be a qualified voter who has resided in the City during the last twelve (12) full months immediately preceding the election, and you must submit proof of residency. If you are a homeowner, this could be as simple as providing a utility billing showing account history for the last twelve months. If you are a renter and do not pay a utility bill, you might consider obtaining a letter from your landlord verifying your rental status for the past twelve months, or by presenting receipts or cancelled checks for your rent payment.
2. Submit the required forms.
3. All forms must be completed and submitted by 5:00 p.m. August 24, 2022 in order for you to be placed on the November 8, 2022 ballot.
4. You will be notified of the elections results. Good Luck!!

# Candidate Filing

## Major Political Party or Nonpartisan

**SEL 101**

rev 04/22  
ORS 249.031

Filing Dates		Candidate Filing		Candidate Withdrawal	
<b>Primary Election</b> May 17, 2022	First Day to File Last Day to File	September 9, 2021 March 8, 2022		March 11, 2022	
<b>General Election</b> November 8, 2022	First Day to File Last Day to File	June 1, 2022 August 30, 2022		September 2, 2022	
Filing Information					
This filing is an <input type="checkbox"/> Original <input type="checkbox"/> Amendment					
Office Information					
Filing for Office of:					
District, Position or County:					
Party Affiliation: <input type="checkbox"/> Democratic Party <input type="checkbox"/> Republican Party <input type="checkbox"/> Nonpartisan					
Incumbent Judge (for judicial candidates only): <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Nondisclosure on file					
Filing Method					
<input type="checkbox"/> Fee					
<b>Office</b>	<b>Filing Fee</b>	<b>Office</b>	<b>Filing Fee</b>		
United States President	n/a	District Attorney	\$50		
United States Vice President	n/a	County Judge	\$50		
United States Senator	\$150	MSD Executive Officer, MAD Director	\$100		
United States Representative	\$100	MSD Councilor	\$25		
Statewide Offices	\$100	County Office	\$50		
State senator or Representative	\$25	City Office	Set by charter or ordinance		
Circuit Court Judge	\$50	Justice of the Peace	n/a		
<input type="checkbox"/> Prospective Petition, in lieu of filing fee		Some circulators may be paid		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Candidate Information					
Name of Candidate					
First	MI	Last	Suffix		
How you would like your name to appear on the ballot					
Candidate Residence / Route Address					
Street Address		City	State	Zip	County
Candidate Mailing Address and Contact Information <small>Only one phone number and an email is required.</small>					
Street Address or PO Box		City	State	Zip	
Work Phone	Home Phone	Cell Phone	Fax		
Email Address			Web Site, if applicable		
Race and Ethnicity <small>Optional</small>					

Continued on page 2 of this form

**Occupation (present employment)** If not employed, enter "Not Employed".

**Occupational Background (previous employment)** If no relevant experience, None or NA must be entered.

**Educational Background (schools attended)**

Complete name of School	Last Grade completed	Diploma/Degree/Certificate	Course of Study
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**Educational Background (other)** Attach a separate sheet if necessary.

**Prior Governmental Experience (elected or appointed)** If no relevant experience, None or NA must be entered.

**Campaign Finance Information** Not applicable to candidates for federal office.

A candidate must file a Statement of Organization not later than three business days of first receiving a contribution or making an expenditure and no later than the deadline for filing a nominating petition, declaration of candidacy, or certificate of nomination, whichever occurs first, unless they meet the criteria for an exemption. To meet the criteria, the candidate must serve as their own treasurer, not have an existing candidate committee, and not expect to spend or receive more than \$750 during the entire calendar year (including in-kind contributions and personal funds).

If you have an existing candidate committee you must amend the statement of organization not later than 10 days after a change in information. This includes changes to the election you are active in and the office you are running for.

See the Campaign Finance Manual for the procedural and legal requirements of establishing and maintaining a candidate committee.


**Candidate Attestation**

*By signing this document, I hereby state that:*

- I will accept the nomination for the office indicated above;
- I will qualify for said office if elected;
- All information provided by me on this form is true to the best of my knowledge; **and**
- No circulators will be compensated based on the number of signatures obtained by the circulator on a prospective petition

**For Major Political Party Candidates**

- if not nominated, I will not accept the nomination or endorsement of any political party other than the one named
- I have been a member of said political party, subject to the exceptions stated in ORS 249.046, for at least 180 days before the deadline for filing a nominating petition or declaration of candidacy (ORS 249.031). Does not apply to candidates filing for the office of US President.

 **Warning** Supplying false information on this form may result in conviction of a felony with a fine of up to \$125,000 and/or prison for up to 5 years. (ORS 260.715). A person may only file for one lucrative office or not more than one precinct committee person at the same election. Unless the person has withdrawn from the first filing, all filings are invalid. (ORS 249.013 and ORS 249.170)

\_\_\_\_\_  
**Candidate Signature**

\_\_\_\_\_  
**Date**



**Qualifications for Candidacy**

Requirements

- Registered to vote in Oregon
- Resided in the city continuously during the twelve months immediately preceding the election of appointment

**Certification of Qualified Elector/Residency**

I, \_\_\_\_\_, hereby certify that I am currently a qualified elector, or that I will be a qualified elector at such time as I may be elected to City office.

I further certify that I will have been a resident of the City of Clatskanie, Oregon, for twelve (12) months immediately preceding the November 8, 2022 General Election.

Dated at Clatskanie, Oregon, this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

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

\_\_\_\_\_  
Print Name of Candidate