



Town of Rocky Ridge

2023 Candidate Guide

WELCOME - GENERAL INFORMATION

Welcome, you have embarked upon a journey into the political and government arena. It can be very rewarding and challenging at the same time. “Public Service” may often mean setting aside your own personal desires and issues for the good of the community. An elected official has the responsibility of being prepared and informed on the issues, of maintaining honor and integrity in all his or her actions, and for making the commitment to attend all necessary meetings and actively participating as a member of the community team.

You can start your public service by making sure you conduct your campaign in a fair and honest manner. In public service, you will often find that you may need to make decisions that may not necessarily be popular with your friends and those who are in attendance at public meetings. At times, those who attend meetings are those who oppose an action being proposed, while there may be many others who may support the action.

The Town Council is not the place for people to gain power or control. It is not a place for people with special interests or personal agendas. Those things quickly become lost in the myriad of diverse and difficult issues you will be facing. You will often find that once you know all of the facts about an issue, you may have to change your position. You will find that compromise of positions often needs to take place to make decisions and work as a team. However, compromise of principles and truth need never take place.

Personal gain by elected officials must never take place, and in many cases may be illegal. Mayor and Town Council positions are positions of great trust, which require people of the highest integrity and desire to serve others.

Please contact the Town Clerk for questions and assistance at 435-623-1249 or clerk@rockyridgetown.com

PERSONAL COMMITMENT

To perform effectively as a Mayor or Councilmember, you will need to budget your time wisely. You will be responsible for three very important roles:

1. Your public position;
2. Your spouse and family; and
3. Your profession.

You already know how much time is needed for your family and profession; however, few people realize how many hours are needed to conduct the official business of the city.

In addition to the regularly scheduled City Council meetings, there are annual trainings require.

Please feel free to contact any of these individuals if you have specific questions or need additional information:

Town Clerk Marilyn Bronson 435-610-0395
clerk@rockyridgetown.com

Office Manager Catherine Lummus 435-610-0546
officemanager@rockyridgetown.com

OFFICES TO BE VOTED ON & TERMS OF OFFICE

Council Member 4-year term January 2024 - January 2028

Council Member 4-year term January 2024 - January 2028

FILING FOR ELECTIVE OFFICE

Each person seeking to become a candidate for a municipal office must file a Declaration of Candidacy, in person with the Town Clerk beginning June 1, 2023 through June 7, 2023. Office hours for the week of June 1, 2023 through June 7, 2023 will be Monday through Friday from 8:30 a.m. to 12:00 p.m. [UCA § 10-3-301](#) The filing period ends at 5:00 p.m. on June 7, 2023. Interested persons must meet the qualifications and requirements set forth in Utah State Code in order for their declaration of candidacy to be accepted. [UCA § 20A-9-203](#), [UCA § 10-3-301](#)

MUNICIPAL CANDIDATE QUALIFICATIONS

[Utah Code Annotated § 20A-9-203](#)

[Utah Code Annotated § 10-3-301](#)

- The person is a United States Citizen.
- The person will be at least 18 years old at the time of the next election.
- The person is a registered voter in the municipality (Rocky Ridge Town).
- The person has been a legal resident of the municipality (Rocky Ridge Town) for a period of 12 consecutive months immediately before the date of election.
- The person must not be mentally incompetent, convicted of a felony, convicted of treason or a crime against the elective franchise, unless their right to hold elective office has been restored pursuant to [UCA § 20A-2-101.3](#) or [20A-2-101.5](#), as amended.
- An individual may not hold a county and municipal office at the same time, effective January 1, 2020. [UCA § 20A-9-201](#).

DECLARATION OF CANDIDACY OR NOMINATION PETITION

To file for office an individual must fill out the *Declaration of Candidacy* form in its entirety and sign it in the presence of the Town Clerk during the filing period. Prior to signing the form, each candidate will be asked to swear/affirm that they meet the qualifications for candidacy and understand the campaign finance reporting requirements.

An individual may designate an agent to file a declaration of candidacy with the Town Clerk if:

- the individual is located outside of the state during the entire filing period.
- the designated agent appears in person before the Town Clerk;
- the individual communicates with the Town Clerk using an electronic device that allows the individual and Town Clerk to see and hear each other; and
- the individual provides the Town Clerk with an email address to which the Town Clerk may send copies of information described in [UCA § 20A-9-203](#).

Any resident of a municipality may nominate a candidate for a municipal office by filing a nomination petition (provided by the Town Clerk) with the Town Clerk during the office hours described in [UCA § 10-3-301](#) and not later than the close of those office hours, between June 1 and June 7 of any odd-numbered year that includes signatures in support of the nomination petition of the lesser of at least (A) 25 registered voters who reside in the municipality; or (B) 20% of the registered voters who reside in the municipality [UCA § 20A-9-203](#)

2022-2023 MASTER BALLOT POSITION LIST

1 - Q	7 - E	13 - I	19 - C	25 - S
2 - P	8 - D	14 - L	20 - X	26 - J
3 - N	9 - T	15 - W	21 - A	
4 - U	10 - O	16 - R	22 - V	
5 - Y	11 - H	17 - F	23 - Z	
6 - M	12 - K	18 - G	24 - B	

Utah code requires the Lieutenant Governor to establish the Master Ballot Position List. You can see more information for the Master Ballot Position list for the 2022-2023 election cycle at Voteinfo.utah.gov.

CANDIDATE WITHDRAWAL

A candidate who qualifies for the ballot may withdraw as a candidate by filing a written affidavit with the municipal (town) clerk. [UCA § 20A-9-203](#). If possible, this should be done prior to printing ballots.

OATH OF OFFICE

Pursuant to State Code, after being elected, Council Members are required to take the Oath of Office during the Swearing-In Ceremony held at a meeting to be determined in January 2024.

FORM OF GOVERNMENT

Rocky Ridge Town operates under a five-member Council. The Council has established an Office Manager form of government. Under this organizational structure, the mayor and a five-member Council appoint an Office Manager to act as the Chief Executive Officer who oversees the daily operations of the Town. The Council establishes policy and direction by enacting local legislation and adopting budgets. The mayor is elected for a term of 4 years, while the Council is elected for 4 years with staggered terms.

ETHICS AND CONDUCT

The State has enacted the “Municipal Officers’ and Employees’ Ethics Act” [UCA § 10-3-13](#) which establishes standards of conduct for elected and appointed officials. According to this act, an elected or appointed officer or municipal employee may not:

1. Disclose or improperly use private, controlled or protected information acquired by reason of his position or in the course of official duties in order to further substantiate their personal economic interest or to secure special privileges or exemptions for himself or others.
2. Use or attempt to use his position to further substantiate his personal economic interest, or secure privileges for himself or others.
3. Knowingly receive, accept, take, seek, or solicit, directly or indirectly for himself or another a gift of substantial value or a substantial economic benefit tantamount to a gift (which is defined as a loan received at an interest rate that is substantially lower than the commercial rate, or compensation received for private services rendered at a rate substantially exceeding the fair market value of the services) that would tend to improperly influence a reasonable person to depart from the faithful and impartial discharge of the person’s public duties; or the person knows or a reasonable person in the office should know that under the circumstances the gift is primarily for the purpose of rewarding the person for official action taken.

This does not apply to:

- a. An occasional non-pecuniary gift under \$50 in value.
 - b. An award presented publicly in recognition for public service.
 - c. A bona fide loan in ordinary course of business.
 - d. Political campaign contributions.
4. Fail to disclose in a public meeting any personal interest or investment by any elected or appointed official of a municipality, which creates a conflict between officials’ personal interests and his public duties.

Also, according to the Act, a Disclosure Statement must be filed annually with the town and proper notification must be given if any of the following situations exist:

- Town official or employee receives compensation for assisting any person or entity in a transaction involving the Town.
- Town official or employee is an officer, director, agent, employee or owner of substantial interest (over \$2,000) in business regulated by the Town.

• Town official or employee is an officer, director, agent, employee or owner of substantial interest in business, which does or anticipates doing business with the Town. Besides filing a disclosure statement, elected and appointed officials must also disclose their position verbally in open meeting to the other members of the body to which they belong as well as immediately prior to any discussion involving the business or interest. Certain penalties may be imposed for violation of the above requirements. They include:

1. Potential Second Degree Felony action.
2. Mandatory removal from office.
3. Rescission of transaction. Please see the complete text of the applicable State Law [UCA § 10-3-13](#) "Municipal Officers' and Employees' Ethics Act."



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 REPORTING

CAMPAIGN FINANCIAL REPORTING

Pursuant to Utah State Code [UCA § 10-3-208](#), Candidates for elected municipal office must file signed Campaign Finance Statements with the Town Clerk containing itemized and total campaign contributions and expenditures. The names of candidates who fail to comply with this deadline will be removed from the ballot for both Primary and General Election. Signed campaign financial statements received by the Town Clerk are classified as a public record.

DEFINITION OF TERMS

See [UCA § 10-3-208](#) for complete list of defined terms.

FILING DEADLINES FOR DISCLOSURE STATEMENTS

Report Due Date (by 5:00 p.m.)	Report Includes Transactions Between (up to 5 days before due day)	Whom This Applies To
08-08-2023 7 days before Primary	01/01/2023 – 08/03/2023	All Candidates in Primary Election
09-14-2023 30 days after Primary	08/03/2023 – 09/09/2023	Only Candidates eliminated at Primary
10-10-2023 28 days Before General	01/01/2023 – 10/05/2023 (no primary held) 09/09/2023 – 10/05/2023 (won primary)	All Candidates if no Primary, or Candidates not eliminated at Primary
10-31-2023 7 days Before General	10/05/2023 – 10/26/2023	All Candidates in the General Election
12-07-2023 30 days After General	10/26/2023 – 12/02/2023	All Candidates in the General Election
30 days after disqualification	Varies, contact your Municipal Recorder	Candidates disqualified for failing to file a financial report by the deadline

A campaign finance statement required under this section is considered filed if it is received in the municipal clerk's office by 5 p.m. on the date that it is due.

[UCA § 10-3-208](#)

Campaign Finance Statements are classified as public documents and will be made available for public inspection and copying no later than one business day after filing. A copy will be posted on the Town's website within 7 business days and provided to the Lt. Governor within 2 business days after filing. [UCA § 10-3-208\(10\)](#)

CONTRIBUTIONS AND EXPENDITURES REPORTED

See [UCA § 10-3-208](#)

The Town Clerk will distribute printed copies of a Campaign Finance Reporting Statement form for candidates to use if they wish to do so. Alternatively, candidates may prepare their own form so long as required criteria is included therein.

Candidates may report the total amount of contributions and expenditures if the candidate receives \$500 or less in contributions and spends \$500 or less on the candidates' campaign. [UCA § 10-3-208\(6\)](#)

SEPARATE CAMPAIGN ACCOUNT

Each candidate shall deposit contributions into a separate campaign account in a financial institution; and may not deposit or mingle any campaign contributions received into a personal or business account. [UCA § 10-3-208\(3\)](#)

ANONYMOUS DONATIONS

Within 30 days after receiving a contribution that is cash or a negotiable instrument, exceeds the anonymous contribution limit of \$50, and is from a donor whose name is unknown, a candidate shall disburse the amount of the contribution to either the treasurer of the state or a political subdivision for deposit into the state's or political subdivision's general fund, OR an organization that is exempt from federal income taxation under Section 501(c)(3), Internal Revenue Code. [UCA § 10-3-208\(7\)](#)

FAILURE TO TIMELY FILE CAMPAIGN FINANCE STATEMENT

Pursuant to [UCA § 10-3-208\(11\)](#) the municipal (town) clerk or recorder shall disqualify a candidate and inform the appropriate election official that the candidate is disqualified if the candidate fails to file a campaign finance statement within 24 hours after the deadline for filing the report. If a candidate is disqualified under Subsection (11)(b), the election official: shall notify opposing candidates for the municipal office that the candidate is disqualified; send an email notification to each voter for who the election official has an email address that the candidate is disqualified; post notice of the disqualification on a public website; and if practicable, remove the candidate's name from the ballot by blacking out the candidates name before the ballots are delivered to voters; or include a written notice with the ballot; and may not count any votes for that candidate. A candidate who timely files each campaign finance statement required is not disqualified if the statement details accurately and completely the

information required except for inadvertent omissions, insignificant errors, or inaccuracies; and the omissions, errors, or inaccuracies are corrected in an amended report or in the next scheduled report.

IMPORTANT !

The names of candidates failing to file a campaign finance statement within 24 hours of 5:00 PM on August 8, 2023 will be removed from the Primary Election ballot.

The names of candidates failing to file a campaign finance statement within 24 hours of 5:00 PM on October 31, 2023 will be removed from the General Election ballot.

CAMPAIGN REGULATIONS & INFORMATION CANDIDATE PROFILE – STATE WEBSITE

As a candidate, you have the opportunity to submit a 200-word or less candidate statement of qualifications and/or biographical information for display on the State's voter information website www.vote.utah.gov. There is no cost.

Submissions need to be to the election official's office at 5 p.m. at least 45 days before (July 3, 2023) the primary election and/or 60 days before (Sep. 8, 2023) the general election. The Profile may contain information such as age, occupation, years of residency, email address, and a personal website address where voters may access more information about the candidate and the candidate's views, a picture, and a short statement. [UCA § 20A-7-801\(4\)](#)

Profiles are available for both the Primary and General Elections and will be publicly posted on the State Elections website approximately 1 week after the submission deadline.

In addition to the Statewide Electronic Voter Information Website, Rocky Ridge Town will be publishing information on the candidates running for office on their Municipal website. This will include your 200-word qualifying statement, contact information and a photo (if submitted) of each candidate. Candidates who wish to be included must submit everything to the Town Clerk by 5:00 p.m. on June 28th.

CAMPAIGN LITERATURE

Placing campaign literature inside residential mailboxes is a violation of federal postal standards. Anything placed in the mailbox must have proper postage attached and have been properly processed through the US postal system. Any material found in the mailboxes will be removed by the postal carrier and, at the discretion of the Postmaster, the offender may be charged with violation of federal postal standards. You are encouraged to warn your campaign workers against the use of mailboxes for campaign literature. Please feel free to check with the Postmaster concerning any postal questions you may have.

POLITICAL CAMPAIGN SIGNS

1. Signs may not be located within 150 feet of a building that is serving as a polling place for the election-on-Election Day. [Utah Code 20A-3-501\(2b\)](#)
2. Signs may not be erected or maintained on or overhanging public property or a public right-of-way, this includes traffic signs, street signs and utility poles. [Utah Code 20A-17-102\(2\)](#)

3. Signs may not constitute a safety hazard, obstruct view or create a nuisance. [Utah Code 20A-3-501\(7\)](#)
4. Signs may not be erected, constructed, or maintained upon any property without the consent of the owner or person entitled to possession of the property. [Utah Code 20A-17-102\(2c\)](#)
5. Improperly placed signs will be removed by city personnel. [Utah Code 20A-17-102\(2d\)](#)

To avoid public nuisance issues and as a matter of courtesy, please remove campaign signs within 24 hours after the election.

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; and a “polling place” means the physical place where ballots are cast and includes the physical place where a ballot drop box is located. [UCA § 20A-3a-501](#)

An individual may NOT, within a polling place or in any public area within 150 feet of the building where a polling place is located:

- Do any electioneering;
- Circulate cards or handbills of any kind;
- Solicit signatures to any kind of petition; or
- Engage in any practice that interferes with the freedom of voters to vote or disrupts the administration of the polling place.
- Obstruct the doors or entries to a building in which a polling place is located or prevent free access to and from any polling place.
- Solicit any voter to show the voter's ballot.
- Knowingly possess or control another individual's voted manual ballot, unless:
 - the individual is an election official or postal worker acting in the capacity of an election official or postal worker;
 - the individual possesses or controls the voted ballot in accordance with Section 20A-3a-301, relating to emergency ballots;
 - the possession or control is authorized in order to deliver a military overseas ballot in accordance with Chapter 16, Uniform Military and Overseas Voters Act;
 - subject to Section 20A-3a-208, the individual is authorized by a voter to possess or control the voter's voted ballot if the voter needs assistance delivering the ballot due to the voter's age, illness, or disability; or
 - the individual resides in the same household as the voter.

An individual who violates any provision of this section is, in addition to the penalties described in [Subsections 20A-1-609\(2\) and \(3\)](#), guilty of a class A misdemeanor. See [Utah Code Title 20A, Chapter 3a, Part 5 - Voting Offenses](#) for information on this and other violations.

GENERAL INFORMATION

2023 VOTE BY MAIL ELECTION (VBM)

In accordance with [UCA § 20A-3a-202](#) the election will be administered by mail. The Town has contracted with Juab County for conduct of a Vote by Mail (VBM) election.

In the course of your campaigning, you may run into a question concerning VBM or voter registration. It is very important for Voters to verify their voter registration information at vote.utah.gov to make sure they properly receive a ballot when first mailed out by the County Clerk's office. Voters must RE-REGISTER if they have moved, have in-active status, or have any changes to their information. Updated and accurate voter registration is very important with VBM and will help lessen the long lines at the election service center on Election Day who are primarily voters that did not receive a ballot in the mail or misplaced a ballot at home. An active voter is a voter that has voted at least once in the last four years.

BALLOTS

The Utah County Clerk's office will mail ballots to active registered voters no sooner than 21 days before the election to active voters. Voters may return their completed ballot by:

- Placing their voted ballot into a ballot drop box. The Rocky Ridge ballot drop box is located inside the Town Office. Voters can also use any drop box located in other cities or towns if that City contracts with the county for VBM;
- Mailing the ballot back after voting - Ballots must be postmarked no later than the Monday before Election Day.

It is best if voters mail their ballot back as soon possible after voting to allow the County the best timing for counting and to help not misplace or lose the ballot;

- Submit to the [Juab County Elections Office ballot drop box, 160 N Main Street, Nephi, UT 84648](#)

Voters who did not receive a ballot within a few days after mailing should check and update their voter registration information at www.vote.utah.gov or voter.utah.gov. If time allows, Utah County Elections (801) 851-8129 will spoil the first ballot sent and trigger a new ballot.

Once the County has received the ballot, signatures are checked and verified before the ballot is counted. If a voter's signature cannot be verified, the voter will be contacted and has the opportunity to correct the error prior to the canvas. The ballot is not removed from the envelope for processing until the signature has been verified, maintaining the secrecy of the ballot. For additional information, please contact the [Utah County Elections Office at \(801\) 851- 8128](#).
UtahCounty.Vote

VOTER REGISTRATION AND ABSENTEE VOTING CURRENT REGISTRATION INFORMATION:

State - Vote.Utah.Gov

Utah County Elections Office – UtahCounty.Vote

REGISTRATION DEADLINES

To register to vote your voter registration must be received by the county clerk by 5:00 p.m. no later than 11 calendar days before the date of the election. [UCA § 20A-2-102.5](#)

- For Municipal Primary Election **August 15, 2023 – August 4, 2023**
- For Municipal General Election **November 7, 2023 - October 27, 2023**

VOTER REGISTRATION

You can register to vote using one of the methods below:

- **Register online** at the website voter.utah.gov. A valid Utah driver license or valid Utah ID is required. In order to register online to vote, your address must match the address on file with the Driver License Division. If your current address does not match the address on your Driver's License, update your UT Driver's License address online first at <https://secure.utah.gov/dlr/index.html> There's no need to stand in line and it's free. The address printed on your UT Driver's License/ID card does not need to match your voter registration address. It may take 24-48 hours before the new address is active.
- **Register with a paper form.** Fill out a paper registration form found on voter.utah.gov, and mail or email a scanned copy to Utah County Clerk's office. 100 E. Center St. Rm. 3100, Provo, UT 84606. <https://www.utahcounty.gov/dept/clerk/aud/Elections/how/Registration.html> Email: elections@utahcounty.gov
- **Register in-person** at [Juab County Clerk's office](#). 160 N. Main Street, Nephi, UT 84648

ABSENTEE/VOTE BY MAIL

The Town of Rocky Ridge will be conducting a VBM election through the Utah County Election Division. This means all active voters are mailed a ballot about 3 weeks before each election. Absentee ballot applications only need to be filled out by those voters that need a ballot sent to a location other than their normal voter registration mailing address.

MILITARY & OVERSEAS VOTERS

The Federal Voting Assistance Program (FVAP) provides voting assistance to military service members, their families and voters overseas. Their web site offers information and assistance to members [FVAP Web Site for Utah: https://www.fvap.gov/utah](https://www.fvap.gov/utah)

IMPORTANT DATES! CANDIDATE FILING

June 1, 2023 – June 7, 2023. Candidate Filing Period. UCA § 20A-9-203
(Office Hours M-F 8:30am – 12:00pm.)

June 15, 2023. Last day to withdraw candidacy and have name removed from ballot.

June 28, 2023. Last day to submit Voter information to Town Clerk to be added to the Town's website.

PRIMARY ELECTION

June 30, 2023. Ballots are transmitted to overseas and military (UOCAVA) voters.
[UCA § 20A-16-403](#)

July 3, 2023, 5:00 pm. Deadline for candidates to submit 200-word candidate profile for the State website (45 days prior to Primary Election). Submit online at [Vote.Utah.Gov](#), Click the link for: Resources for Candidates, Political Groups & Parties. For assistance contact the Utah Lieutenant Governor's Office at (801) 538-1041 or elections@utah.gov.

July 25, 2023. VBM Ballots are sent to voters no sooner than 21 days before Primary Election Day. [UCA § 20A-3a-202](#)

August 4, 2023. Voter registration must be received by the county clerk no later than 5 p.m. 11 calendar days before the date of the election. Voters may still register to vote at an early voting location or at a polling location on Election Day by casting a provisional ballot. [UCA § 20A-2-102.5](#)

August 8, 2023. 5:00 p.m. Campaign Financial Reporting Statement filing deadline for each candidate participating in the Primary Election. (no later than seven days before the Primary Election [UCA § 10-3-208](#)

August 14, 2023. Ballots must be postmarked by this date if returned by mail.
[UCA § 20A-3a-204](#)

August 15, 2023. Primary Election Day. [UCA § 20A-1-201.5](#)

August 16 – 29, 2023. Canvass Period, on each day, beginning on the day after the date of the election and ending on the day before the date of the canvass, the election officer shall publicly release the results of all ballots, including provisional ballots, counted on that day.
[UCA § 20A-3a-402](#)

August 22, 2023. Election Canvass. [UCA § 20A-4-301](#)

September 1, 2023. Last day to file a request for a recount of the Primary. [UCA § 20A-4-401](#)

September 14, 2023, 5:00 p.m. Campaign Financial Reporting Statement filing deadline for candidates who were eliminated at the Primary Election to submit a final financial disclosure statement. (30 days after the Primary Election). [UCA § 10-3-208](#)

GENERAL ELECTION

September 5, 2023. Last day to declare write-in candidacy. (65 days before the General Election). [UCA § 20A-9-601](#)

September 8, 2023, 5:00 pm. Deadline for municipal General Election candidates to submit 200-word candidate profile for State website (60 days prior to general election) Submit online at [Vote.Utah.Gov](#). Click the link for: Resources for Candidates, Political Groups & Parties. For assistance contact the Utah Lieutenant Governor's Office at (801) 538-1041 or elections@utah.gov.

September 23, 2023. Ballots are transmitted to overseas and military (UOCAVA) voters. [UCA § 20A-16-403](#)

October 10, 2023, 5:00 p.m. Campaign Financial Reporting Statement filing deadline for candidates continuing to the General Election to submit a Campaign Finance Disclosure Statement (no later than 28 days before the General Election). [UCA § 10-3-208](#)

October 17, 2023. VBM Ballots to be mailed to active voters 21 days before General Election Day. [UCA § 20A-3a-202](#)

October 27, 2023. Voter registration must be received by the county clerk no later than 5 p.m. 11 calendar days before the date of the election (11 days before Primary Election). Voters may still register to vote at an early voting location or at a polling location on Election Day by casting a provisional ballot. [UCA § 20A-2-102.5](#)

October 31, 2023, 5:00 p.m. Campaign Financial Reporting Statement filing deadline for candidates continuing to the General Election to submit a Campaign Finance Disclosure Statement (no later than seven days before the General Election). [UCA § 10-3-208](#)

November 7, 2023. General Election Day. [UCA § 20A-1-202](#)

November 8 – 21, 2023. Canvass Period, on each day, beginning on the day after the date of the election and ending on the day before the date of the canvass, the election officer shall publicly release the results of all ballots, including provisional ballots, counted on that day. [UCA § 20A-3a-402](#)

November 21, 2023. Election Canvass. [UCA § 20A-4-301](#)

November 28, 2023. Last Day a candidate may request a recount. [UCA § 20A-4-401](#)

December 7, 2023, 5:00 p.m. Campaign Financial Reporting Final Statement Deadline for all General Election candidates (30 days after the election). [UCA § 10-3-208](#)

December 2023/January 2024. Oath of Office. (Date & Time TBD) [UCA § 10-3-828](#)

QUALIFICATIONS FOR ELECTED OFFICE

[Utah Code Annotated § 20A-9-203](#)

[Utah Code Annotated § 10-3-301](#)

- The person is a United States Citizen.
- The person will be at least 18 years old at the time of the next election.
- The person is a registered voter in the municipality (Santaquin City).
- The person has been a legal resident of the municipality (Santaquin City) or a resident of a recently annexed area for a period of 12 consecutive months immediately before the date of election.
- The person must not be mentally incompetent, convicted of a felony, convicted of treason or a crime against the elective franchise, unless their right to hold elective office has been restored pursuant to [UCA § 20A-2-101.3](#) or [20A-2-101.5](#), as amended.
- An individual may not hold a county and municipal office at the same time, effective January 1, 2020. [UCA § 20A-9-201](#).

Do you meet each of these requirements?

- Yes**
- No**

**MUST BE SIGNED IN FRONT OF
CITY RECORDER OR NOTARY**

Candidate signature

Date

**2023 MUNICIPAL
DECLARATION OF CANDIDACY**

STATE OF UTAH)
 : §
COUNTY OF UTAH)

I, _____, being first sworn, and under penalty of perjury
(Print name as it is to appear on the ballot – no amendments or modifications after 5:00 pm on June 7, 2023)
Say that I reside at _____, Santaquin City, County of Utah,
State of Utah, 84655, Telephone No. _____; that I am a registered voter; and that I am a
candidate for the office of _____ for the term of four years. 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.

**MUST BE SIGNED IN FRONT OF
CITY RECORDER OR NOTARY**

(Signed)

Subscribed and sworn to (or affirmed) before me by _____ on this _____
day of June, 2023.

(Signed)

City Recorder or other Officer Qualified to Administer Oath

NOTE: The qualifications to be a candidate are:

1. Be a United States citizen at the time of filing.
2. Be a registered voter of the municipality.
3. Be a resident of the municipality or recently annexed area for 12 consecutive months immediately preceding the date of the election.
4. Not be a convicted felon, unless the right to hold elective office has been restored.

The following information would be helpful in contacting you if the need arises:

E-mail _____

Cell Phone _____

CANDIDATE CONTACT INFORMATION

NAME: _____

ADDRESS: _____

I authorize my address be made available to the Public YES _____ NO _____

PHONE: _____

I authorize my phone number to be made available to the Public YES _____ NO _____

E-MAIL: _____

I authorize my email to be made available to the Public YES _____ NO _____

ELECTION WEBSITE: _____

I authorize my website be made available to the Public YES _____ NO _____

OTHER

Facebook: _____

I authorize my social media to be made available to the Public YES _____ NO _____

Twitter: _____

I authorize my social media to be made available to the Public YES _____ NO _____

Instagram: _____

I authorize my social media to be made available to the Public YES _____ NO _____

Signature: _____

Date: _____

MUNICIPAL CAMPAIGN FINANCIAL DISCLOSURE

UCA § 10-3-208

Full Name of Candidate

Address

Name of Office

1. Total contributions of donors who gave more than \$50.00 (Form "A" total) \$ _____
2. Aggregate total of contributions of \$50.00 or less \$ _____
3. Total campaign expenses (Form "B" total) \$ _____
4. Balance at the end of the reporting period \$ _____

Date

Signature of Candidate

ITEMIZED CONTRIBUTION REPORT (FORM "A")

Date Received	Name of Contributor	Amount of Contribution
*****	TOTAL CONTRIBUTIONS OF MORE THAN \$50.00	\$

ITEMIZED EXPENDITURE REPORT (FORM "B")

Date of Expenditure	Person/Organization to Whom Expenditure was made	Purpose of Expenditure	Amount of Expenditure
*****	*****	TOTAL CAMPAIGN EXPENDITURES	\$

I have received the following: Campaign Financial Report Information & Forms, Instructions and Disclosure Information, the Pledge of Fair Campaign Practices, Political Campaign Sign and Polling Place Information, and Statewide Electronic Voter Information Website Information.

CANDIDATE SIGNATURE	FILING DATE