



COUNTY OFFICE WRITE-IN FILING INFORMATION

Use this form to declare
your intent to be a write-in
candidate for county office
in Idaho.

Filing Dates and Deadlines

You must submit your complete declaration by 5:00 pm (local time) on the candidate filing deadline. (*§34-704, Idaho Code*)

Candidate Filing Deadline:

March 20, 2026

Filing Options

Partisan Write-In Candidates:

Must submit a declaration of intent by the filing deadline.

In addition, partisan write-in candidates must receive **at least five (5) write-in votes at the Primary Election** in order to become a candidate of a political party at the General Election.

Independent Write-In Candidates:

Must submit a declaration of intent by the filing deadline.

FILE ONLINE INSTEAD

Try our new online
candidate filing system
where you can

- file for office
- track your filing status
- search filed candidates

Simply scan the QR code
with your phone camera or
visit the website at:

voteidaho.gov



Completing the Declaration of Intent

When completing the Declaration of Intent, be sure to complete all fields and questions. Any incomplete or missing information may void your filing.

Section 1: Office Information

Enter one of the following county offices:

- Assessor
- Clerk
- Commissioner (*include District*)
- Coroner
- Prosecuting Attorney*
- Sheriff*
- Treasurer

Section 2: Political Party

Partisan candidates:

You must be a registered member of the political party you are running for. Check your voter registration at voteidaho.gov.

Independent candidates:

Select the "Independent candidate" checkbox.

Section 3: Candidate Information

When entering your Ballot Name, the following will **NOT** be allowed on the ballot:

- Nicknames that promote a particular political platform or are deemed offensive.
- Professional or military identifiers such as Dr., M.D., PhD, Esq., CPA, Captain, General, etc.

A phone number and email address are both required and will become publicly available upon request.

Section 4: Residential Address

- This **MUST** be a physical address. P.O. Boxes will not be accepted.
- If your residential address is the same as your mailing address, check the box at the bottom of this section.

Section 6: Homeowner's Exemption

If you or your spouse have claimed a Homeowner's exemption, list the address in this section.

Section 7: Campaign Finance

If your campaign finance contributions or expenditures exceed \$500, you **MUST** create a campaign finance account with the Idaho Secretary of State.

Visit sunshine.voteidaho.gov for more information.

* These offices may not be open in your county. Contact your county clerk's office for details.

Office Requirements

All county office requirements are listed below. Some offices have additional requirements, so make sure to review the requirements carefully. (*§34-617 through §34-625A, Idaho Code*)

Requirements for all county offices

- 21 years of age
- United States Citizen
- Reside within the county for 1 year by the date of the election

Additional requirements

County Commissioner

- Must reside within the district for 90 days by the date of the election

County Prosecuting Attorney

- Residence within the county must be at least 30 days by the date of the election
- Must be licensed to practice law within the State of Idaho



WRITE-IN DECLARATION OF INTENT COUNTY OFFICE

Candidate Filing Deadlines

Primary Election: March 20, 2026

FILE ONLINE INSTEAD! File for office and track your status in our new Candidate Filing system. Visit voteidaho.gov!

Office name

1

Filing for the office of _____
District (if applicable) _____ Term length: _____

Political party

Choose only one option.

2

Constitution Party Democratic Party

Libertarian Party Republican Party

Or

Independent Candidate

NOTE: Partisan candidates must be registered with the selected political party.

NOTE: Independent candidates must be unaffiliated with any political parties.

Candidate information

Enter your name as it appears on your voter registration.

Enter your name as you would like it to appear on the ballot.

3

Ballot name _____

NOTE: You may not use nicknames that promote a particular political platform or are deemed offensive. Professional or military identifiers (Dr., M.D., PhD., Esq., CPA, Captain, General, etc.) are also not allowed on the ballot.

Enter your phone number and email address.

Phone number _____ Email address _____

NOTE: Your phone number and email address are both required and will become publicly available upon request.

Residential address

Must be a street address.
P.O. Boxes are not allowed.

4

Address (not P.O. Box) _____ Unit/Apt # _____

City _____ State _____ Zip _____

My mailing address is the same as my residential address. (If you check this box, then skip section 5)

Mailing address

Provide the address where you receive mail.

5

Address or P.O. Box _____ Unit/Apt # _____

City _____ State _____ Zip _____

Homeowner's exemption

If you or your spouse have claimed a homeowner's exemption, provide the address.

6

I or my spouse have claimed a homeowner's exemption: Yes No (If no, proceed to section 7)

Address _____ Unit/Apt # _____

City _____ State _____ Zip _____

Campaign finance

Choose only one option.

7

I have already created a Campaign Finance account and appointed a Treasurer. Or If any campaign finance contributions or expenditures reach or exceed \$500, I will create a Campaign Finance account with the Idaho Secretary of State and appoint a Treasurer.

Signature

I, the undersigned, do hereby declare myself a candidate for the office entered above. I certify that I am either registered with the political party selected, or running independently and unaffiliated with any political party. I certify that I possess the legal qualifications to hold said office and that the information on this declaration is true and accurate.

8

Candidate, sign and date here (Required)

X

Date (mm/dd/yyyy) _____ / _____ / _____

Official Use Only

Candidate residency verified.

Party affiliation verified.

District requirements verified.

Homeowner's exemption verified (if applicable).

WHERE TO BEGIN

✓ Treasurer Appointment & Reporting



Once a candidate has raised or spent \$500, a candidate must create a campaign finance account and begin reporting the campaign finances, including the sources and expenses for the first \$500.

The Declaration of Candidacy filed to run for office designates the candidate as the default political treasurer, for those who have not met the \$500 threshold, until an alternate is appointed.

FILING DEADLINES

10TH of each month in the year of the election

Annual report due January 10th following non-election years

\$50 FINE

each day after 48 hours late

Campaign Finance Laws
I.C. Title 67 Chapter 66

✓ Disclosures



All campaign material (signs, flyers, mailings, TV ads, etc.) require a disclosure statement.

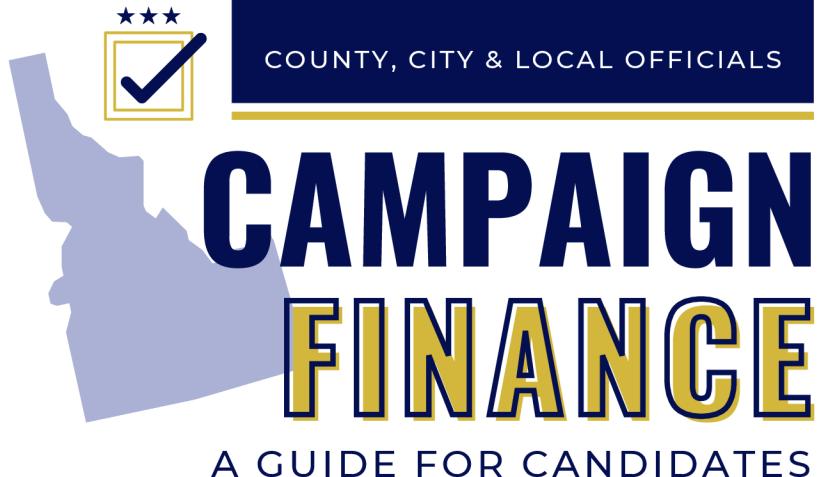
For example: "Paid for by [candidate's name]."



IDAHO SECRETARY OF STATE | PHIL McGRANE
(208) 334-2852 | sunshine@sos.idaho.gov | voteidaho.gov



COUNTY, CITY & LOCAL OFFICIALS



REPORTING BASICS

All money raised or spent in relation to a campaign must be accounted for and tracked. This includes the use of the candidate's personal money.

✓ Where to Report

All candidates for all offices now report online via the Secretary of State's Campaign Finance Portal. The portal may be found at:



sunshine.voteidaho.gov

For local officials, all assistance, oversight and enforcement will be done by the County Clerk of the home county for the city, school or local district.



Remember: no one was ever fined for over-reporting

✓ Donation Limits

Maximum contribution is \$1,000 per individual, business* or political committee per election. Any single contribution of \$1,000 must be reported within **48 hours** of receipt.

*Businesses sharing controlling ownership may only contribute \$1,000 combined.

VOTE IDAHO

Campaign Finance

Tips for Setting up a Campaign

Bank Requirements: Though not a requirement for Idaho Campaign Finance, you should be aware that Federal law requires banks to obtain an Employer Identification Number (EIN) when opening new accounts. A bank may also require a business filing with the Secretary of State, depending on its rules.

How to apply for an EIN:

<https://www.irs.gov/forms-pubs/about-form-ss-4>

Federal CIP (insurance) requirements:

<https://www.ecfr.gov/current/title-31 subtitle-B/chapter-X/part-1020#1020.220>

Communication Requirements: All communication must have the name or campaign name of the person(s) responsible for the communication (see Idaho Code 67-6614A).



FEC Yard Sign Example

This is an example of the disclaimer notice required for a yard sign paid for by a candidate committee. The disclaimer notice must state that the communication was paid for by the authorized committee. In printed communications, the disclaimer must be contained within a printed box set apart from the contents of the communication. The print of the disclaimer must be of sufficient size to be "clearly readable" by the recipient of the communication, and the print must have a reasonable degree of color contrast between the background and the printed statement.

Campaign Contributions:

- Contributions from a candidate and/or their campaign to other campaigns or PACs are subject to a single contribution limit, meaning you may donate personally **or** from your campaign account, but not both.

- Leadership PACs can only use funds on other candidates, not to fund their own campaign.
- Business owners and officers of multiple businesses are subject to a single contribution limit.