



## SPECIAL DISTRICT OFFICE - WRITE IN CANDIDATE FILING INFORMATION

This information is subject to amendatory change during the 2023 session of the Idaho Legislature.  
If changes occur, an updated version will be made available.

CANDIDATE FILING DEADLINES (I.C. 34-1404)	FILING REQUIREMENTS
May Election: March 24, 2023 (5:00 pm) November Election: September 15, 2023 (5:00 pm)	A candidate must:  1. File a Declaration of Intent
CANDIDATE WITHDRAWAL DEADLINES (I.C. 34-1405A)	
May Election: March 31, 2023 November Election: September 22, 2023	

DISTRICTS SCHEDULED TO HOLD CANDIDATE ELECTIONS	
May Election	November Election:
<ul style="list-style-type: none"><li>• Auditorium</li><li>• Recreational Water and Sewer (Conducted by the district)</li><li>• Highway</li><li>• Water and Sewer</li><li>• Hospital</li><li>• Weather Modification</li><li>• Library</li></ul>	<ul style="list-style-type: none"><li>• Cemetery</li><li>• Fire Protection</li><li>• School Board Trustees</li><li>• Cities</li><li>• Recreation</li></ul>

ALL CANDIDATES: DECLARATION OF INTENT - FORM EC-2A
When completing the Declaration of Intent, be sure to complete all fields and questions. Also, please note:  1. You must be <b>registered in the district, and if applicable, the sub-district or zone.</b> (Contact your County Clerk to verify that you are registered in the district, and if applicable, the sub-district or zone.)  2. The signature of the candidate must be notarized.  <b>Any incomplete or missing information may void your filing.</b>

CAMPAIGN FINANCE INFORMATION
All candidates for County Office should contact the County Clerk's Office for information on reporting requirements prior to announcing candidacy, accepting donations or spending money.  Should you have additional questions, please do not hesitate to contact the County Clerk's Office.

QUESTIONS		
Contact the County Clerk's Office:		
<b>Email:</b>	vote@cassiacounty.org	
<b>Phone:</b>	208-878-5240	
<b>Fax:</b>	208-878-8825	
	<b>Personal Delivery:</b>	<b>Mailing Address:</b>
	Cassia County Elections	
	1459 Overland Ave, Room 105	
	Burley, ID 83318	



# SPECIAL DISTRICT OFFICE - WRITE IN COMPLETING THE DECLARATION OF INTENT

*Idaho Code 34-701(2) now requires phone numbers to be provided. Idaho Code 34-704(4) states that all information in declarations of candidacy shall be made publicly available upon request.*

## SECTION 1: OFFICE INFORMATION

1. Enter the name of the office that you will be a candidate for to the right of "Write-in for the Office of."
2. Enter the name of the District to the right of "District Name."
3. Enter the term length and/or the name/number of the sub-district, zone, seat or position to the right of "Term length, sub-district, zone, seat or position (if applicable)."

## SECTION 2: CANDIDATE INFORMATION

1. Enter your First Name, Middle Initial, Last Name and Suffix, if applicable, as it appears on your voter registration record.
2. Enter your Phone Number. Campaign phone numbers are now required and available upon public request. (I.C. 34-701[2], 34-704[4])
3. Enter your Mailing Address, including the street number, street name, City, State, Zip Code and County.

## SECTION 3: HOMESTEAD EXEMPTION

1. If you or your spouse have claimed a homestead exemption, please list the address in this section. (I.C. 34-107[2], I.C. 34-701[3])

## SECTION 4: C-1 CAMPAIGN FINANCE INFORMATION

Pursuant to Section 67-6603, Idaho Code, no contribution shall be received or any expenditure made by or on behalf of a candidate until they appoint a political treasurer. A candidate may appoint himself his own political treasurer.

Pursuant to Section 67-6608(1), Idaho Code, a candidate is exempt from filing reports until such a time as the candidate receives contributions or expends funds in the amount of \$500 or more.

**\*\* Any candidate that reaches the \$500 threshold must create a Campaign Finance account through the Secretary of State Campaign Finance Portal.**

## SECTION 5: CERTIFICATION

1. Carefully read the certification.
2. Enter the date of the election in the certification.
3. In the presence of a notary, sign and date the Declaration of Intent.
  - a. The notary will then complete the bottom portion of the Declaration of Intent.

## QUESTIONS

Contact the County Clerk's Office:

**Email:** [vote@cassiacounty.org](mailto:vote@cassiacounty.org)

**Phone:** 208-878-5240

**Fax:** 208-878-8825

**Personal Delivery:**

Cassia County Elections  
1459 Overland Ave, Room 105  
Burley, ID 83318

**Mailing Address:**



# SPECIAL DISTRICT OFFICE - WRITE IN DECLARATION OF CANDIDACY

Idaho Code 34-701(2) now requires phone numbers to be provided. Idaho Code 34-704(4) states that all information in declarations of candidacy shall be made publicly available upon request.

CANDIDATE FILING DEADLINES (I.C. 34-1404)	OFFICE INFORMATION	
May Election: March 24, 2023 (5:00 pm) November Election: September 15, 2023 (5:00 pm)	Write-in for the Office of:	
CANDIDATE WITHDRAWAL DEADLINES (I.C. 34-1405A)	District Name:	
May Election: March 31, 2023 November Election: September 22, 2023	Term length, sub-district, zone, seat or position (if applicable):	

CANDIDATE INFORMATION				
Candidate Name (As it appears on your voter registration record.)				Candidate Phone
First	MI	Last	Suffix	
Mailing Address				
Street Address	City	State	Zip Code	County

HOMESTEAD EXEMPTION (I.C. 34-107[2], 34-701[3])				
Have you, or your spouse, claimed a homestead exemption? <input type="checkbox"/> Yes <input type="checkbox"/> No				
If Yes, Please List the Address				
Street Address	City	State	Zip Code	County

CAMPAIGN FINANCE INFORMATION
<input type="checkbox"/> I do hereby certify that I am a registered elector of the State of Idaho and appoint myself as treasurer for my campaign. If any campaign finance contributions or expenditures reach or exceed \$500, I will create a Campaign Finance account with the Secretary of State, and may at that time, appoint another person as Treasurer or remain as my own Treasurer.

CERTIFICATION	
I, the undersigned, being a resident of the State of Idaho and of the District, and, if applicable, the sub-district or zone listed above, do hereby declare myself a candidate for the office entered above to be voted on at the Election to be held on the _____ day of _____, 2023 and I certify that the information on this Declaration is true and accurate.	
I further certify that I possess the legal qualifications to hold said office.	
Dated:	Candidate Signature:

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Signature: \_\_\_\_\_

Notary Public in and for the State of Idaho, residing at

My Commission Expires: \_\_\_\_\_

NOTARY  
SEAL  
HERE



## SPECIAL DISTRICT OFFICE - WRITE IN CERTIFICATION OF CANDIDATE FILING TO COUNTY CLERK

### CLERK OF THE DISTRICT

Upon receipt of the Declaration of Intent:

1. Stamp or write the date and time of receipt on the front of the Declaration of Intent.
2. Complete the fields and statement below.
3. Transmit **a copy of this Certification** along with **a copy of the Declaration of Intent** to the County Clerk for election preparation.

### CANDIDATE NAME BEING CERTIFIED TO THE COUNTY CLERK

Candidate Name

### OFFICE INFORMATION FOR BALLOT PLACEMENT

Filing for the Office of:

District Name:

Term length, sub-district, zone,  
seat or position (if applicable):

### CERTIFICATION

I, \_\_\_\_\_, certify that the qualifications of the candidate listed above have been verified, and that the individual meets the requirements to run for the office indicated above and on the attached Declaration of Intent to be voted on at the Election to be held on the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

Signature of the Clerk or Representative of the District:

Dated:

### IMPORTANT

1. Verification of the candidate's qualifications should occur immediately upon receipt of the filing. This allows the candidate time to correct any errors in the filing.
2. Certification to the County Clerk should occur upon the verification of the candidate's qualifications. **To assist the County Clerk in election preparation, do not HOLD these until the last day of filing.**