

2018

Candidate Information Guide



Tressa Guynes
Clerk & Recorder
Montrose County

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NOTICE

This guide was created for reference and training purposes only and should not be used as a substitute for legal notice. It is the candidate’s responsibility to obtain knowledge of any and all campaign laws and regulations.

LETTER FROM CLERK & RECORDER TRESSA GUYNES



To interested candidates for public office,

Congratulations on taking an interest in running for elected office. Being an elected official is one of the most challenging and satisfying endeavors you will ever undertake.

This Candidate Information Guide was prepared to serve as a resource for potential candidates for Montrose County elective offices, which include Assessor, Clerk & Recorder, Commissioner, Coroner, Sheriff, and Treasurer. It is meant to provide an outline of basic candidate qualifications for each position as well as how to gain access to the ballot. It should be used as a reference guide only. Please note that my office does not oversee ballot access for federal, state, municipal, special district, or school district elections.

If you are considering running for a statewide office (i.e. Governor, Secretary of State, Treasurer, or Attorney General) or district office (i.e. House or Senate in the Colorado General Assembly or District Attorney), please contact your political party and/or the Colorado Secretary of State for information and procedures. See page 11 for contact information.

If you are considering running for elected office in a municipality (i.e. City of Montrose, Olathe, Naturita, or Nucla), special district, or school district within Montrose County, please contact the designated election official in that jurisdiction for information and procedures. See pages 9-10 for contact information.

Potential candidates are advised that legal provisions are subject to change or amendment over time. It is the sole responsibility of the candidate and his/her committee to determine and comply with any and all applicable state or local laws, statutes, ordinances, rules, regulations, and policies in order to run for and be elected to office. Always refer to the Colorado Constitution and Colorado Revised Statutes for applicable laws.

I hope you find this guide beneficial. If you have any questions after reviewing this guide, please do not hesitate to contact the Montrose County Elections Department at (970) 249-3362, Ext. 3, or the designated election official in the jurisdiction where you are running. If you have any suggestions on how to improve this guide, please let me know.

Good luck and best regards,

A handwritten signature in black ink that reads "Tressa Guynes".

Tressa Guynes
Montrose County Clerk & Recorder

STEPS FOR CANDIDACY – COUNTY OFFICES

Following are the recommended **steps to become a candidate for elected office in Montrose County**, including Assessor, Clerk & Recorder, Commissioner, Coroner, Sheriff, and Treasurer. This Candidate Information Guide is for reference and training purposes only, and should not be used as a substitute for legal advice. It is the candidate's responsibility to obtain knowledge of campaign laws and regulations. Find candidate forms at www.montrosecounty.net/73/Elections.

STEP 1: Review the candidate requirements and office responsibilities and duties of county elected officials in the Colorado Constitution and Revised Statutes and ensure you meet the qualifications (see pages 3-4). These requirements, responsibilities, and duties may be found online at www.lexisnexis.com/hottopics/Colorado/. You will be required to swear and affirm by oath that you meet the qualifications for county elected office in a Candidate Affidavit (Step 7).

STEP 2: Review your voter registration at www.govotecolorado.com to ensure that you are registered to vote and are qualified to run for office, including your voter registration date, party affiliation, and affiliation date.

STEP 3: You become a candidate when you publicly announce your intent to run for office and thereafter receive a contribution or make an expenditure in support of your candidacy. You must register a candidate committee with the Secretary of State at tracer.sos.colorado.gov before receiving or spending any money.

STEP 4: Familiarize yourself with Colorado Campaign Finance rules and laws, as well as the Secretary of State TRACER system for all campaign finance disclosure reports and committee registration using the following resources:

- Colorado Campaign and Political Finance Manual published by the Colorado Secretary of State, available online at tracer.sos.colorado.gov
- Colorado Constitution Article XXVIII (Campaign and Political Finance) and Article XIV (Counties)
- Colorado Revised Statutes (C.R.S.) Title 1, Article 45 (Fair Campaign Practices Act) and Article 4 (Elections – Access to Ballot by Candidates)
- Current year Election Calendar and campaign filing calendars at www.sos.state.co.us

Be prepared to register a candidate committee and submit your campaign finance disclosure reports within the timeframes allotted by Colorado law. Failure to file on-time can result in monetary penalties.

STEP 5: Get your name on the ballot in one of three ways (see pages 5-9 for details):

- 1) Certificate of Designation by Assembly
- 2) Certificate of Designation by Petition
- 3) Certificate of Designation by Write-In

STEP 6: If you are running for Coroner or Sheriff, you must have your fingerprints taken by a qualified law enforcement agency and submit a receipt evidencing the fingerprinting at the time of filing your written acceptance or candidate affidavit. If you are NOT running for Coroner or Sheriff, disregard this step.

STEP 7: Complete a Candidate Affidavit Form within 10 days of becoming a candidate, and file electronically with the Colorado of Secretary of State Office via TRACER at <http://tracer.sos.colorado.gov/PublicSite/homepage.aspx>.

BASIC QUALIFICATIONS FOR COUNTY OFFICES

The information below provides a general overview of **candidate qualifications for County elected offices** and should be used for reference only. Please review the Colorado Constitution and Colorado Revised Statutes (C.R.S.) for current applicable laws as well as the referenced citations shown below.

County Assessor

Term of Office

4 years

[Colorado Constitution Article XIV, Section 8; C.R.S. 1-4-206; C.R.S. 30-10-801(1)]

Residency Requirement

Registered elector and resident of the County for at least 1 year prior to the election

[Colorado Constitution Article XIV, Section 10]

Qualification Requirements

U.S. citizen and an eligible elector who is at least 18 years of age and fully meets the qualifications of the office as stated in the Constitution and Statutes on or before the date the term of office begins

[C.R.S. 1-4-501(1); C.R.S. 1-2-101(1)(a)]

County Clerk & Recorder

Term of Office

4 years

[Colorado Constitution Article XIV, Section 8; C.R.S. 1-4-206; C.R.S. 30-10-401(1)]

Residency Requirement

Registered elector and resident of the County for at least 1 year prior to the election

[Colorado Constitution Article XIV, Section 10]

Qualification Requirements

U.S. citizen and an eligible elector who is at least 18 years of age and fully meets the qualifications of the office as stated in the Constitution and Statutes on or before the date the term of office begins

[C.R.S. 1-4-501(1); C.R.S. 1-2-101(1)(a)]

County Commissioner

Term of Office

4 years

[Colorado Constitution Article XIV, Section 6; C.R.S. 1-4-205(1)(a)]

Residency Requirement

Registered elector and resident of the district for at least 1 year prior to the election

[Colorado Constitution Article XIV, Section 10; C.R.S. 1-4-205(1)(B)]

Qualification Requirements

U.S. citizen and an eligible elector who is at least 18 years of age and fully meets the qualifications of the office as stated in the Constitution and Statutes on or before the date the term of office begins

[C.R.S. 1-4-501(1); C.R.S. 1-2-101(1)(a)]

Number of County Commissioner Seats

Montrose County has three (3) seats.

- One seat is elected at the General Election beginning in 1982 and every 4 years thereafter
- Two seats are elected at the General Election beginning in 1984 and every 4 years thereafter
- District 2 County Commissioner will be elected at the 2018 General Election
- District 1 and District 3 County Commissioners will be elected at the 2020 General Election
- County Commissioners are elected county-wide but must reside within the district

[Colorado Constitution Article XIV, Section 6; C.R.S. 1-4-205(3)(b); C.R.S. 30-10-306(1)]

County Coroner

Term of Office

4 years

[Colorado Constitution Article XIV, Section 8; C.R.S. 1-4-206; C.R.S. 30-10-601(1)(b)]

Residency Requirement

Registered elector and resident of the County for at least 1 year prior to the election

[Colorado Constitution Article XIV, Section 10]

Qualification Requirements

U.S. citizen and an eligible elector who is at least 18 years of age and fully meets the qualifications of the office as stated in the Constitution and Statutes on or before the date the term of office begins

[C.R.S. 1-4-501(1); C.R.S. 1-2-101(1)(a)]

Education Requirement

Possess a high school diploma or its equivalent or a college degree [C.R.S. 30-10-601.5(1)(b)]

Other Requirements

- Complete set of fingerprints taken by a qualified law enforcement agency and submit proof of such fingerprinting when filing a written acceptance [C.R.S. 30-10-601.5(2)(a)]
- A person who has been convicted of or pleaded guilty or entered a plea of nolo contendere to any felony charge under federal or state law is unqualified for the office of coroner unless pardoned [C.R.S. 30-10-601.5(3)(b)]

County Sheriff

Term of Office

4 years

[Colorado Constitution Article XIV, Section 8; C.R.S. 1-4-206; C.R.S. 30-10-501(1)]

Residency Requirement

Registered elector and resident of the district for at least 1 year prior to the election

[Colorado Constitution Article XIV, Section 10]

Qualification Requirements

U.S. citizen and an eligible elector who is at least 18 years of age and fully meets the qualifications of the office as stated in the Constitution and Statutes on or before the date the term of office begins

[C.R.S. 1-4-501(1); C.R.S. 1-2-101(1)(a); C.R.S. 30-10-501.5(1)(a)]

Education Requirement

Possess a high school diploma or its equivalent or a college degree [C.R.S. 30-10-501.5(b)]

Other Requirements

- Complete set of fingerprints taken by a qualified law enforcement agency and submit a receipt evidencing such fingerprinting at the time of filing his or her written acceptance or candidate affidavit [C.R.S. 30-10-501.5(1)(c)]
- A person who has been convicted of or pleaded guilty or entered a plea of nolo contendere to any felony charge under federal or state law is unqualified for the office of sheriff unless pardoned [C.R.S. 30-10-501.5(1)(c)]

County Treasurer

Term of Office

4 years

[Colorado Constitution Article XIV, Section 8; C.R.S. 1-4-206; C.R.S. 30-10-701(1)]

Residency Requirement

Registered elector and resident of the County for at least 1 year prior to the election

[Colorado Constitution Article XIV, Section 10]

Qualification Requirements

U.S. citizen and an eligible elector who is at least 18 years of age and fully meets the qualifications of the office as stated in the Constitution and Statutes on or before the date the term of office begins

[C.R.S. 1-4-501(1); C.R.S. 1-2-101(1)(a)]

BALLOT ACCESS – COUNTY OFFICES

There are three (3) ways to get your name on the ballot, depending upon your party affiliation. These options include assembly nomination, petition, or write-in process. Candidate forms are available on the Montrose County website at www.montrosecounty.net/73/Elections. For detailed information, please see Colorado Revised Statutes Title 1, Article 4 on Access to the Ballot by Candidates at www.lexisnexis.com/hottopics/Colorado/.

Certificate of Designation by Party Assembly

Major and minor party candidates may seek nomination to office at their political party's assembly, which is held no later than 73 days preceding the Primary Election. Candidates who want to be a part of this process should contact their political party for assembly protocol, dates, and rules. See page 11 for party contact information.

At the assembly, the party delegates vote on the candidates. The candidate must be registered as affiliated with that party no later than the first business day of January of the election year, unless party rules state otherwise.

- **Major party candidates** nominated by assembly are placed on the Primary Election ballot.
- **Minor party candidates** nominated by assembly are placed on the General Election ballot unless there is more than one candidate for that office nominated by assembly and/or petition; then the candidates are placed on the Primary Election ballot.

A candidate must receive 30% or more of the votes of the assembly to be certified as a candidate for office. If no candidate receives 30% or more of the votes cast at the assembly, a second ballot shall be cast on all the candidates for that office by the assembly. If on the second ballot no candidate receives 30% or more of the votes cast, the two (2) candidates receiving the highest number of votes shall be certified as candidates for that office by the assembly. [C.R.S. 1-4-601]

A Certificate of Designation by Assembly shall be filed by the political party at the County Clerk's Office no later than four (4) days after the adjournment of the Assembly. Certificates of Designation may be transmitted by fax; however, the original certificate must also be filed and postmarked no later than ten days after the adjournment of the Assembly. [C.R.S. 1-4-604(3)]

Certificate of Designation by Petition

The petition process involves circulating a written petition to other registered electors who share your party affiliation and obtaining their signature in support of your candidacy.

- **Unaffiliated candidates** must get on the ballot through the petition process. Unaffiliated candidates nominated by petition are placed on the General Election ballot; there is no primary election for unaffiliated candidates. An unaffiliated candidate must be registered as unaffiliated no later than the first business day of the election year to petition onto the ballot.
- **Affiliated candidates (major or minor party)** may use the petition option when they do not believe they have their party's support to get on the Primary or General ballot through their party's assembly process, or do not wish to go through the assembly process. However, a candidate may not petition onto the ballot if they attempted and failed to receive at least 10 percent of the votes for nomination for the same office at their party's assembly. A candidate must be affiliated with the political party no later than the first business day of the election year to petition onto the ballot.

Designation by Petition Requirements and Additional Information

	Major Party	Minor Party	Unaffiliated
Petition Requirements	<ul style="list-style-type: none"> ▪ Name and address of candidate. [C.R.S. 1-4-801(1)] ▪ Name of office for which the person is a candidate. [C.R.S. 1-4-801(1)] ▪ Name of the political party that the candidate represents. [C.R.S. 1-4-801(1)] 	<ul style="list-style-type: none"> ▪ Name and address of candidate. [C.R.S. 1-4-802(1)(a)] ▪ Name of the minor political party that the candidate represents. [C.R.S. 1-4-802(1)(a)] 	<ul style="list-style-type: none"> ▪ Name and address of candidate. [C.R.S. 1-4-802(1)(a)] ▪ Designate in not more than three (3) words the political or other name selected by the signers to identify an unaffiliated candidate. No name of any political party shall be used, in whole or in part, to identify an unaffiliated candidate. [C.R.S. 1-4-802(1)(a)]
Format Requirements	<ul style="list-style-type: none"> ▪ Prior to circulating a candidate petition, the petition format must be approved by the Montrose County Clerk & Recorder. [C.R.S. 1-4-903] [C.R.S. 1-4-907] ▪ The Clerk & Recorder must approve or disapprove of the petition format by the close of the second business day following the submission of the proposed petition. [C.R.S. 1-4-903] ▪ The Secretary of State’s office has sample petition formats for review on their website. 	<ul style="list-style-type: none"> ▪ Prior to circulating a candidate petition, the petition format must be approved by the Montrose County Clerk & Recorder. [C.R.S. 1-4-903] [C.R.S. 1-4-907] ▪ The Clerk & Recorder must approve or disapprove of the petition format by the close of the second business day following the submission of the proposed petition. [C.R.S. 1-4-903] ▪ The Secretary of State’s office has sample petition formats for review on their website. 	<ul style="list-style-type: none"> ▪ Prior to circulating a candidate petition, the petition format must be approved by the Montrose County Clerk & Recorder. [C.R.S. 1-4-903] [C.R.S. 1-4-907] ▪ The Clerk & Recorder must approve or disapprove of the petition format by the close of the second business day following the submission of the proposed petition. [C.R.S. 1-4-903] ▪ The Secretary of State’s office has sample petition formats for review on their website.
Signature Requirements	<ul style="list-style-type: none"> ▪ Candidate must collect 20% of the votes cast in the previous contested or uncontested Primary Election for the political party’s candidate for the office for which the petition is being circulated or, if there was no Primary Election, at the last preceding General Election for which there was a candidate for the office. [C.R.S. 1-4-801(2)(a)] ▪ Petition must be signed by eligible electors within the political subdivision for which the officer is to be elected. [C.R.S. 1-4-801(2)(a)] 	<ul style="list-style-type: none"> ▪ Shall be signed by eligible electors residing within the political subdivision in which the officer is to be elected. [C.R.S. 1-4-802(1)(c)] ▪ Number of required signatures shall be the lesser of 750 or 2% of the votes cast for all candidates for that office in the most recent General Election. [C.R.S. 1-4-802(1)(c)(VII)] 	<ul style="list-style-type: none"> ▪ Shall be signed by eligible electors residing within the political subdivision in which the officer is to be elected. [C.R.S. 1-4-802(1)(c)] ▪ Number of required signatures shall be the lesser of 750 or 2% of the votes cast for all candidates for that office in the most recent General Election. [C.R.S. 1-4-802(1)(c)(VII)]

	Major Party	Minor Party	Unaffiliated
Signature Requirements (continued)	<ul style="list-style-type: none"> Signers of the petition must be affiliated with the major political party named in the petition for at least twenty-nine (29) days prior to signing the petition. [C.R.S. 1-4-904(2)(a)] Signers must not have signed any other petition for any other candidate for the same office. [C.R.S. 1-4-904(2)(a)] 	<ul style="list-style-type: none"> Signers must not have signed any other petition for any other candidate for the same office. [C.R.S. 1-4-904(2)(b)] 	<ul style="list-style-type: none"> Signers must not have signed any other petition for any other candidate for the same office. [C.R.S. 1-4-904(2)(b)]
Requirements for Petition Circulators:	<ul style="list-style-type: none"> Resident of the State, citizen of the United States, at least 18 years of age, registered to vote, and affiliated with the political party mentioned in the petition at the time the petition is circulated. [C.R.S. 1-4-905(1)] 	<ul style="list-style-type: none"> Resident of the State, citizen of the United States, at least 18 years of age, registered to vote, and affiliated with the political party mentioned in the petition at the time the petition is circulated. [C.R.S. 1-4-905(1)] 	<ul style="list-style-type: none"> Resident of the State, citizen of the United States, at least 18 years of age, and registered to vote. [C.R.S. 1-4-905(1)]
Additional Information	<ul style="list-style-type: none"> No person shall be placed in nomination by petition on behalf of any political party unless the person was affiliated with the political party no later than the first business day of the January immediately preceding the election for which the person desires to be placed in nomination. [C.R.S. 1-4-801(3)] No person who attempted and failed to receive at least 10% of the votes for the nomination of a political party assembly for a particular office shall be placed in nomination by petition on behalf of the political party for the same office. [C.R.S. 1-4-801(4)] Party petitions shall not be circulated nor any signatures be obtained prior to the third Tuesday in January. [C.R.S. 1-4-801(5)] Petitions must be filed no later than the third Tuesday in March. [C.R.S. 1-4-801(5)] 	<ul style="list-style-type: none"> Minor political party candidates may go on the Primary Election ballot by assembly or petition and the General Election ballot by petition. [C.R.S. 1-4-1304(1) & 1-4-1304(1.5)(a)(b)] If only one candidate is designated by the assembly or petition they will be that party's candidate in the General Election. [C.R.S. 1-4-1304(1.5)(d)] No petition to nominate a minor political party candidate shall be circulated nor any signatures obtained thereon earlier than the first Monday in February in the General Election year. [C.R.S. 1-4-802(1)(d)(II)] Petitions to nominate candidates of minor political parties shall be filed no later than the third Tuesday in March. [C.R.S. 1-4-801(5)] 	<ul style="list-style-type: none"> No petition to nominate an unaffiliated candidate shall be circulated or any signatures obtained thereon earlier than 173 days before the General Election. [C.R.S. 1-4-802(1)(d)(I)] Petitions for unaffiliated candidates shall be filed no later than 3:00 p.m. on the 117th day before the General Election. [C.R.S. 1-4-802(1)(f)(I)] No person shall be placed in nomination by petition unless the person is an eligible elector of the political subdivision or district in which the officer is to be elected and was registered as unaffiliated no later than the first business day of the January immediately preceding the General Election for which the person desires to be placed in nomination. [C.R.S. 1-4-802(g)(II)]

	Major Party	Minor Party	Unaffiliated
Additional Information (continued)	<ul style="list-style-type: none"> ▪ Candidates by petition for any particular office shall follow assembly candidates and shall be placed on the Primary Election ballot in an order established by lot. [C.R.S. 1-4-103] ▪ Petitions for county offices are filed with the County Clerk & Recorder. [C.R.S. 1-4-907] 	<ul style="list-style-type: none"> ▪ No person shall be placed in nomination by petition unless the person is an eligible elector of the political subdivision or district in which the officer is to be elected and was registered as affiliated with a minor political party no later than the first business day of the January immediately preceding the General Election for which the person desires to be placed in nomination. [C.R.S. 1-4-802(g)(II)] ▪ Petitions for county offices are filed with the County Clerk & Recorder. [C.R.S. 1-4-907] 	<ul style="list-style-type: none"> ▪ Petitions for county offices are filed with the County Clerk & Recorder. [C.R.S. 1-4-907]

Major Party Signatures Required for 2018 Primary Election

Office	Party	Total Party Votes Cast	Election	Percent of Signatures	Number of Signatures
Commissioner District 2	Republican	3869	2014 Primary	20%	774
Commissioner District 2	Democratic	1110	2014 Primary	20%	222
Assessor	Republican	4050	2014 Primary	20%	810
Assessor	Democratic	3627	1986 General	20%	726
Clerk & Recorder	Republican	4101	2016 Primary	20%	821
Clerk & Recorder	Democratic	4664	2006 General	20%	933
Coroner	Republican	4297	2014 Primary	20%	860
Coroner	Democratic	2671	1972 General	20%	535
Sheriff	Republican	5312	2014 Primary	20%	1063
Sheriff	Democratic	3459	1998 General	20%	692
Treasurer	Republican	4217	2014 Primary	20%	844
Treasurer	Democratic	2361	1982 General	20%	473

Minor Party or Unaffiliated Signatures Required for 2018 General Election

Office	Total Votes Cast	Election	Percent of Signatures	Number of Signatures
Commissioner District 2	16079	2014 General	Lesser of 750 or 2% = 322	322
Assessor	12614	2014 General	Lesser of 750 or 2% = 253	253
Clerk & Recorder	17088	2016 General	Lesser of 750 or 2% = 342	342
Coroner	13076	2014 General	Lesser of 750 or 2% = 262	262
Sheriff	12641	2014 General	Lesser of 750 or 2% = 253	253
Treasurer	12983	2014 General	Lesser of 750 or 2% = 260	260

Certificate of Designation by Write-In

A write-in candidate is a candidate whose name does not appear on the ballot, but for whom voters may nonetheless vote by writing in the person’s name (provided that the write-in candidate has been properly designated to the ballot).

- A person who wishes to be a write-in candidate for an office shall file an affidavit of intent stating that he or she desires the office and is qualified to assume the duties, if elected. [C.R.S. 1-4-1101(1)]
- Any person who wishes to be a write-in candidate must file an affidavit of intent with the County Clerk & Recorder by the 67th day before a Primary Election or by the 110th day before any other election. [C.R.S. 1-4-1102(1)]

RUNNING FOR MUNICIPAL OFFICE

If you are considering running for municipal office, you should contact the municipal clerk’s office in the city/town where you live. You will file any assembly documents, petitions, or write-in affidavit through their office. This municipality/town will then coordinate with the Montrose County Clerk & Recorder’s office to place your name on the ballot.

City/Town	Phone	Address	City	Zip	Website
City of Montrose	970-240-1430	433 S. 1 st Street	Montrose	81401	cityofmontrose.org
Town of Olathe	970-323-5601	419 Horton Avenue	Olathe	81425	townofolathe.org
Town of Naturita	970-865-2286	222 E. Main Street	Naturita	81422	townofnaturita.com
Town of Nucla	970-864-7351	320 Main Street	Nucla	81424	colorado.gov/nucla

RUNNING FOR SCHOOL BOARD OFFICE

If you are considering running for School Board, you should contact the school district and ask for their designated election official. You will file any assembly documents, petitions, or write-in affidavit through their office. This school district will then coordinate with the Montrose County Clerk & Recorder’s office to place your name on the ballot.

City/Town	Phone	Address	City	Zip	Website
Montrose School District	970-252-7902	930 Colorado Ave.	Montrose	81401	mcsd.org
West End School District	970-864-7350	225 W 4 th Avenue	Nucla	81424	westendschools.org
Norwood School District	970-327-4336	1225 W. Summit Ave.	Norwood	81423	norwoodk12.org
Delta School District	970-874-4438	7655 2075 Road	Delta	81416	deltaschools.com

RUNNING FOR SPECIAL DISTRICT BOARD

If you are considering running for a Special District Board, you should contact the special district and ask for their designated election official. You will file any assembly documents, petitions, or write-in affidavit through their office. This entity may conduct its own election or coordinate with the Montrose County Clerk & Recorder's office to place your name on the ballot. There are 49 special districts in Montrose County. For information about these special districts, please contact the Colorado Department of Local Affairs at 303-864-7720 or visit <https://dola.colorado.gov/lgis/lgActiveCounty.jsf>

RUNNING FOR STATE OFFICE

If you are considering running for a statewide office, such as Governor, Secretary of State, Treasurer, or Attorney General, for a House or Senate office in the Colorado General Assembly, or for a District Attorney seat, please contact the Colorado Secretary of State and your statewide political party.

- Colorado Secretary of State
Website: www.sos.state.co.us/pubs/elections/Candidates/CandidateHome.html
Phone: 303-894-2200
- Colorado Political Parties: see page 11 for contact information

WITHDRAWAL PROCESS

If you wish to withdraw your candidacy, the correct procedure depends upon your status on the ballot.

- If you have already been designated or nominated to the ballot by party assembly or by petition and wish to withdraw your candidacy, you may submit a signed and notarized **Statement of Withdrawal Form** to the designated election official. If the form is not filed in time for your name to be taken off the ballot, the election will proceed and any votes cast for you will be deemed invalid and will not be counted. The Statement of Withdrawal Form may be found on the Montrose County Elections website at www.montrosecounty.net/73/Elections.
- If you are a candidate but have not yet been designated or nominated to the ballot and wish to withdraw your candidacy, you may submit a **signed letter of withdrawal** to the designated election official. The designated election official for county elected offices is the Montrose County Clerk & Recorder. If you are running for municipal, school board, or special district office, please submit your withdrawal letter to the designated election official for that jurisdiction.

POLITICAL PARTY CONTACT INFORMATION

Political Party	Website	Phone Number
Montrose Democratic Party	www.montrosedemocrats.org	970-209-8654
Montrose Republican Party	www.montrosegop.org	970-417-8771
Colorado Democratic Party	www.coloradodems.org	303-623-4762
Colorado Republican Party	www.cologop.org	303-758-3333
American Constitution Party	www.americanconstitutionparty.com	720-722-4ACP
Green Party of Colorado	www.coloradogreenparty.org	970-515-9886
Libertarian Party of Colorado	www.lpcolorado.org	303-387-9393

CANDIDATE FORMS

Candidate forms are available at www.montrosecounty.net/73/Elections or by contacting Montrose County Elections Department at 970-249-3362 Ext 3, emailing elections@montrosecounty.net, or in-person at 320 S. 1st Street, Room 103, Montrose.

File with Montrose County Elections

Certificate of Designation by Party Assembly

- Political Party Certificate of Designation by Assembly
- Candidate Acceptance of Designation

Certificate of Designation by Petition

- Major Political Party Designation Petition
- Minor Political Party Designation Petition
- Unaffiliated Candidate General Election Designation Petition
- Candidate Acceptance of Petition Nomination

Certificate of Designation by Write-In

- Affidavit of Intent for Write-In Designation

File with Colorado Secretary of State

- Candidate Affidavit
- Committee Registration
- Campaign Finance Documents

FREQUENTLY ASKED QUESTIONS

- ***Where can I find candidate forms?***

Candidate forms are available at www.montrosecounty.net/73/Elections or by contacting Montrose County Elections Department at 970-249-3362 Ext 3, emailing elections@montrosecounty.net, or in person at 320 S. 1st Street, Room 103, Montrose.

- ***Where do I file my candidate paperwork for County Office?***

The following forms are available at www.montrosecounty.net/73/Elections and will need to be filed with the Montrose County Elections Department.

- Certificate of Designation by Assembly (provided by the political party at the assembly)
- Candidate Acceptance of Nomination by Designation (provided by the political party at the assembly)
- Major Party, Minor Party, or Unaffiliated Designation Petition Forms (provided by the County)
- Candidate Acceptance of Nomination by Petition (provided by the County)
- Affidavit of Intent for Write-In (provided by the County)

The following forms are available at <http://tracer.sos.colorado.gov/PublicSite/homepage.aspx> and will need to be filed electronically with the Secretary of State at www.sos.state.co.us

- Candidate Affidavit
- Campaign Finance Forms
- Committee Registration

- ***When do I file my petition and certificate of designation for County office?***

Please refer to the current year Election Calendar on the Secretary of State's website for important dates relating to your candidacy. Visit www.sos.state.co.us, click on "Elections" then "Election Information".

- ***When do I file my campaign finance paperwork?***

Please refer to the filing calendar at www.sos.state.co.us, click on "Elections" then "Campaign Finance".

- ***How do I verify my status and affiliation as a registered voter?***

You may review your voter registration at www.govotecolorado.com, click on "Find my registration." You may also call the Montrose County Elections Department at 970-249-3362 Ext 3 to verify your registration status, affiliation, and affiliation date.

- ***Who do I contact with questions about running for County elected office?***

Please contact the Montrose County Elections Department at 970-249-3362 Ext 3 Monday through Friday, 8:30 a.m. to 4:30 p.m. or by email to elections@montrosecounty.net.

- ***How can I find out who the other candidates are?***

You can visit the Secretary of State website at tracer.sos.colorado.gov, and go to "Search Database" then "Candidate Search." This option allows you to search by several different options. In order to search for a candidate, click on "Candidate Search" then enter the following information: Last Name, First Name, Party, Election Year, Jurisdiction, Office, District, Status.

- ***Where can I find results on Election night?***

Unofficial election results are posted beginning at around 7:30 p.m. on Election night at www.montrosecounty.net/73/Elections.