

Special District Candidate Filing Packet

May 2023

Special District Election



Multnomah County Elections Division

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Special District Candidates

Filing packet for candidates running for special district positions in the May 16, 2023 Special District Election. This packet includes the instructions, candidate filing form and optional voters' pamphlet filing forms.

To: Special District Candidates

From: Multnomah County Elections

We hope this information will assist you in filing for the May 16, 2023 Special District Election. This packet includes information about how to access all forms. Please contact us if you have any questions, by phone at 503-988-8683 or by email at elections@multco.us. The first day candidates can file in person at the Elections Office is Monday, February 6, 2023.

CANDIDATE FILING CHECKLIST

Candidate Filing Forms

- Candidate filing form SEL 190
- optional SEL 121 candidate petition sheet form if filing by petition in lieu of paying \$10 filing fee*

Voters' Pamphlet Forms

- Voters' Pamphlet form JCVP-01 and instructions
- Endorsement form JCVP-02 and instructions

IMPORTANT DATES

- Saturday, Feb. 4, 2023 - First date to file as a special district candidate for May 2023 election. Candidates file candidacy with Multnomah County Elections using the SEL 190 form.
 - Monday, Feb. 6, 2023 - First date to file in person at the Multnomah County Elections Office as a special district candidate.
- Thursday, Mar. 16, 2023 - **Deadline for special district candidates to file for office.**
- Monday, Mar. 20, 2023 - **Voters' Pamphlet filing deadline for special district candidates.**
- Friday, Mar. 24, 2023 – Deadline for Voters' Pamphlet material to become public record and get posted on Multnomah County Elections website for public inspection.
- **Tuesday, May 16, 2023: Election Day** – Drop sites open until 8:00 PM. All 36 County Election offices in the state of Oregon open 7:00 AM – 8:00 PM on Election Day.

A candidate may file for office in **one of two ways**. If qualified, the candidate's name will appear on the ballot.

- **File by Declaration** with Multnomah County Elections.
 - Fill out and turn in a **signed SEL 190 form and pay the \$10 filing fee.**

- **Or file by petition (OPTIONAL)**
 - In lieu of paying the \$10 fee, you may file by petition. You must follow petition rules or the petition will not be valid.
 - File the petition with SEL 121 form
 - **Return SEL 121** after the minimum number of valid signatures has been obtained.
 - Fill out and turn in a **signed SEL 190.**

Optional Voters Pamphlet – Any candidate, who has filed using the SEL 190 form has the option of filing a Candidate Voters' Pamphlet statement along with the separate \$25 pamphlet filing fee. No information will be included in the County Voters' Pamphlet unless a candidate files a voters' pamphlet statement and pays the separate fee.

If filing, candidates must complete each section of the required portion of the Voters' Pamphlet form. Only relevant information is required for each section, but each required section must be completed. The word "none" can be used. The fewer words used in the required section will allow for more words in the optional section. The **maximum total allowed is 325 words/numbers**. If the name of an individual or organization is included as part of the statement (part of the 325 words), a signed endorsement form must be included. Please read all instructions before submitting the statement.

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- **Fees (cash, check, or credit/debit card)**
 - Candidate Filing Fee - \$10
 - Voters' Pamphlet Candidate Filing Fee \$25

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- **Forms**
 - [SEL 190 Candidate Filing Form](#) | [optional SEL 121 Petition Filing Form](#)
 - [Candidate Filing Form for County Voters' Pamphlet](#)
 - [Endorsement Form for County Voters' Pamphlet](#)

Candidates who serve as their own treasurer, do not have an existing candidate committee, and do not expect to spend or receive more than \$750 during the entire calendar year (including in-kind contributions and personal funds) meet criteria for an exemption from filing a Statement of Organization with the Oregon Secretary of State.

Candidates who do not qualify for exemption must file a Statement of Organization no later than three business days after 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.

See the Oregon Secretary of State [Campaign Finance Manual](#) for the procedural and legal requirements of establishing and maintaining a candidate committee.

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