

Washington State Candidates

Guide to the 2017 Ballot

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Secretary of State

In Washington, we enjoy a unique tradition of promoting citizen involvement in our political system. Under the populist provisions of our state constitution, every voter has the right to run for office and to have his or her name appear on the ballot without approval from a political party.

Washington residents also enjoy other special rights, such as the right to initiative and referendum, the right to recall elected officials, and the right to a state Voters' Pamphlet containing detailed information on ballot measures and candidates.

The procedures for seeking elective office in Washington are grounded in our heritage of encouraging citizens to participate in our political process. This publication explains the state election law relating to filing for office. Please note, this publication is not a substitute for the statutes and regulations governing this process but rather should be read in conjunction with them.

If you have questions or need additional information, please contact your county elections department or the Secretary of State's Elections Division.

We will be happy to assist you.



Kim Wyman
Secretary of State

Office of the Secretary of State
Elections Division
520 Union Avenue SE
PO Box 40229
Olympia, Washington 98504-0229

Phone: (800) 448-4881
Fax: (360) 664-4619
Email: elections@sos.wa.gov
Website: vote.wa.gov



Alternate document formats are available upon request.

Checklist - you will need

- Filing Fee - if applicable.
- Voters' Pamphlet photograph, statement, biography

Where to file

The Secretary of State accepts candidate filings for federal and statewide executive offices as well as any legislative, court of appeals, and superior court offices serving more than one county.

Your county elections department accepts filings for all other offices.

There are three ways you may file:

1. Online

For the best possible service, file online at vote.wa.gov. Online filing begins May 15 at 9am and ends May 19 at 4pm. You will need an email address and a credit card.

Online filing is not available at all county elections departments. Contact your county elections department for directions and hours of operation (page 11).

2. By mail

If you file with the Secretary of State, you may mail your declaration and filing fee to:

Candidate Filing
Office of the Secretary of State
P.O. Box 40229
Olympia, WA 98504-0229

3. In person

The Office of the Secretary of State is open Monday through Friday from 8am until 5pm.

Washington Secretary of State's Office
Elections Division
520 Union Ave SE
Olympia, Washington 98501

Important dates

- May 1 Candidates may file by mail
- May 15 Online and in-person candidate filing begins
- May 19 All candidate filing ends
- May 22 Last day to withdraw from ballot
- May 26 Last day to submit Voters' Pamphlet content

Approval

Please provide an email address when you file. This is how we will communicate with you.

Your name does not appear on any official lists as a candidate for office until your filing is approved and your filing fee is paid.

Once you have been approved as a candidate for office, an email will confirm your candidacy.

The final ballot order of candidates in your race will be determined by lot draw after candidate filing ends.

Qualifications

You must be a registered voter and possess the qualifications specified by law.

If a candidate must be selected by voters from a geographic subdivision of a jurisdiction in the primary, the candidate must be properly registered to vote within that subdivision. (RCW 29A.24.075)

Contact the jurisdiction of the office to learn if there are additional qualifications.



Online filing is fast and easy!

The online filing tool will give you step-by-step instructions, email a confirmation of your filing, alert you when other candidates file in your race and provide a link to submit your Voters' Pamphlet content.

vote.wa.gov

All candidates must submit a Declaration of Candidacy during the regular filing period. This can be done online or at a kiosk available in the Secretary of State Elections Division office.

If you need to file by mail, visit our website to print a form to fill out and mail in. Mailed declarations cannot be received in our office any earlier than May 1. Any declaration received before that date will be returned.

1. Personal information

Enter your name and address exactly as it appears on your voter registration.

2. Office

Choose the jurisdiction, office name and position or district number for which you want to be a candidate.

You are responsible for meeting all qualifications and filing for the correct office. The list of offices open for election is available online.

5. Campaign information

If you do not provide a campaign mailing address, your voter registration address will be published online in the list of candidates who have filed. It is strongly recommended that you provide a campaign mailing address, telephone number, website, and email address.

You may not use a government office for campaign contact information.

3. Ballot name

Enter your name exactly as you want it to appear on the ballot. Nicknames are acceptable.

Titles denoting occupations, including military rank, positions on issues, political affiliation, symbols, or anything intentionally designed to mislead voters are not acceptable.



Washington's Top 2 Primary

Washington State's Top 2 Primary is the simple process of winnowing a field of candidates down to the top two. The two candidates receiving the highest number of votes cast will advance to the General Election ballot. Party preference plays no role in determining how candidates are elected to office.

4. Party preference

If you are filing for a partisan office, you may state the party name you prefer using 16 characters or less.

The first letter of each word of the party preference will be capitalized (example: Progress For All). Acronyms or initialisms will be printed in all caps with or without periods. No changes to party preference will be accepted after the last day to withdraw (May 22).

Your party preference will appear on the ballot and in the Voters' Pamphlet. If left blank, "States No Party Preference" will be printed.

Party preference plays no role in determining how candidates are elected to office.

Party preference is entirely your decision and does not imply you have been nominated, endorsed, or approved by that party.

Judicial and most local offices are nonpartisan. You are not required to list your party preference if you are running for a nonpartisan office.

6. Oath

You will need to read and approve the oath on your online filing to complete the filing. If filing by mail, be sure to sign the declaration oath.

7. Filing fee

Your declaration will not be approved until the required filing fee is paid.

Filing fee petitions, submitted in lieu of money by candidates with insufficient funds or assets, must be submitted at the time of filing. No signatures may be submitted later.

All filing fees are nonrefundable.

You must submit your filing fee when you file for office.

Cost of filing

The filing fee is based on the salary of the office.

Offices without a fixed annual salary have no filing fee.

For any office with a fixed annual salary of \$1,000 or less, candidates pay a filing fee of \$10.

For all offices with salaries exceeding \$1,000, candidates pay a fee equal to one percent (1%) of the office's fixed annual salary.

Specific filing fees can be found at vote.wa.gov. Filing fees for offices filed with your County Auditor are available from your county elections department (page 11).

Accepted forms of payment

Online filing requires a credit card (Visa or MasterCard).

Candidates who file in person or by mail with the Office of the Secretary of State may pay via:

- Check
- Cash
- Money order
- Valid filing fee petition

If you will file with your county elections department, contact them to determine acceptable payment methods.

Filing fees are nonrefundable, even if you withdraw or file for the wrong office.

Filing fee petitions

Candidates without sufficient assets or income may submit a filing fee petition in order to pay the filing fee.

Candidates submitting petition signatures may not file electronically.

Filing fees may not be paid by combining petition signatures and currency.

Only signatures of registered voters in the same jurisdiction as the office are valid. Each petition sheet (next page) must:

- Be printed on uniform paper size and color
- Include a place for each voter's registration name, address, city, and county
- Provide 20 numbered lines or less
- Display the required warning and statement found in RCW 29A.24.101 and 29A.72.140.

A reproducible filing fee petition form is available online at vote.wa.gov/candidates as well as in this book on the next page.

Petitions must include a total number of valid signatures equal to the dollar amount of the filing fee.

Without the required number of signatures, the petition is insufficient and your Declaration of Candidacy is invalid.

No additional signatures are accepted after initial submission at time of filing.

Petition sheets are not returned to the candidate.

Filing Fee Petition

Submitted in support of a candidate lacking sufficient funds to pay the filing. (RCW 29A.24.091)

<p>WARNING RCW 29A.24.101 and RCW 29A.72.140</p>	<p>Every person who signs this petition with any other than his or her true name, knowingly signs more than one of these petitions, signs this petition when he or she is not a legal voter, or makes any false statement on this petition may be punished by fine or imprisonment or both.</p>
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We, the undersigned registered voters of _____
(either state of Washington or the political subdivision)

hereby petition that the name of _____
(candidate's name)

_____ ballot for the office of _____
(insert name of office including applicable district / position number)

	Signature	Printed Name	Residence Address	City	County
1)					
2)					
3)					
4)					
5)					
6)					
7)					
8)					
9)					
10)					

Online submission

The deadline to submit Voters' Pamphlet information is **5pm on Friday, May 26, 2017.**

You may submit your Voters' Pamphlet information when you file for office or you may submit later. If you choose to submit your Voters' Pamphlet information later, you will receive an email with a link to submit your statement and photo.

Please prepare the following in advance:

- Photograph
- Biography
- Statement
- Campaign contact information

Late submissions will not be accepted.

1. Photograph

You may submit one self-portrait of your head and shoulders.

Photos must be high resolution and may not be digitally altered.

Clothing or insignias that suggest holding a public office are banned. For example: judicial robes, law enforcement or military uniforms.

A color photo is required. For best results, use a light-colored background, but not white. Photos must be no more than five years old.

2. Biography

In addition to your statement, you may provide a 100-word biography. You must use the following headings, which do not count toward the word limit.

If you leave a heading blank "No information submitted" will be inserted next to that heading.

- Elected Experience*
- Other Professional Experience
- Education
- Community Service

*Judicial candidates, use Legal/Judicial Experience instead.

SAMPLE

of the printed voters' pamphlet



Warren G. Magnuson

(Prefers Democratic Party)

2

Elected Experience: Washington House of Representatives, Legislative District 37.

Other Professional Experience: Farmer/Rancher, Owner of Hailley Company, Inc. our 4th generation family farm. Public service volunteer, Registrar and Attendance Specialist for North Franklin School District, Bailie Memorial Youth Ranch Foundation Board, Director, Past Director of Bailie Memorial Youth Ranch Board, former 4-H leader, PTA President, continuing classroom volunteer. Served as Regional Director for a US Senator.

Education: Graduate Paschal High School, Ft. Worth, TX. Graduate of Eastern Washington University, 1980. Law degree from Gonzaga University, 1956.

Community Service: Inland Northwest Humane Society; Walk for Life participant, 11 years; neighborhood watch participant; long time recycler.

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Statement: Senator Magnuson has always given the highest priority to advocating for children and families, including veterans, the elderly and disabled. Scourges such as identity theft, methamphetamine users and dealers have been the subject of his legislative efforts to increase penalties and protect victims.

District growth has been more than 30% over the past two years, creating a strain on schools and other services. He helped make difficult choices to balance needs and restrain the budget, working to secure funding for the Pierce County Skills Center in Frederickson, the Yelm Loop, the Cross Base Highway, the Orting Bridge for kids, the Nisqually-Mashel State Park, an upgraded early warning system and work to keep transportation dollars here at home.

Warren advocated for in-home intervention, home health care, support and chore services for children with developmental or behavioral disabilities, seniors and the disabled. He worked to extend the property tax deferral program – helping people whose homes have increased in value, but have not had an increase in income.

He believes the WASL should only be one of several tools used to measure academic success. Warren is honored to represent you and he is and always will be, there for you.

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Contact: (509) 123-4567; warren@magnuson.net
www.magnuson.com

3. Statement

State law sets maximum word limits. Hyphenated words count as two words.

Only candidates for the offices listed below will be included in the state Voters' Pamphlet. If you are running for a local office not listed here, contact your county elections department (page 11).

200 words - 4 paragraphs

State Senator
Court of Appeals Judge*
Superior Court Judge*

100 words - 2 paragraphs

State Representative

Use only italics to emphasize words or phrases. Bold, underline, and all caps are not allowed and will be converted to italics.

Tables, lists, and bullets are not allowed. Text must be written in paragraphs.

Correct

I approve of *justice* for all, *fairness* of the law, and *rehabilitation*.

Incorrect

I approve of:
• JUSTICE for all
• **Fairness** of the law
• Rehabilitation

Those named in your statement, such as an opponent or endorsement, will receive notice from our office stating they were mentioned. This may result in court-ordered changes to your statement.

**Judicial candidates' statements must comply with the Judicial Code of Conduct. The Administrative Office of the Courts can review judicial statements prior to submission. Contact Shannon Hinchcliffe at (360) 357-2124.*

4. Campaign contact info

The following campaign contact information will be published with your statement. Contact information does not count toward the word limits, but long web addresses such as Facebook or blogs are not allowed. You may update your contact information at any time before publication of the pamphlet.

Campaign phone number
Campaign email
Campaign website

Proofread carefully. Your statement and biography will be printed exactly as submitted. Changes are not allowed unless requested by the Office of the Secretary of State or required by court order.

Tips from voters

- Treat this as a resume and edit carefully.
- Offer your vision. Be positive.
- What do you want to accomplish if elected?
- Describe what sets you apart from your opponent.
- Avoid criticism of your opponent.
- Who endorses your candidacy?
- Avoid technical terms and abbreviations.

After submission

The statement you submit will be displayed online starting in June and printed in the Voters' Pamphlet if you advance to the General Election. You may not submit a new statement after the Primary.

Campaign finance info

Your campaign finance information is public information. A link to your campaign finance information will appear on your page in the online voters' guide.

Candidates for state or local office should refer to the Washington State Public Disclosure Commission for reporting requirements. Forms and information are available at pdc.wa.gov.

Candidates for U.S. Senate or U.S. House of Representatives must report campaign finance information to the Federal Election Commission at fec.gov.

Questions?

1-800-448-4881
voterspamphlet@sos.wa.gov

Withdrawal of candidacy

If you decide you no longer want your name on the ballot, a signed withdrawal form must be received by the office where you filed by the end of business on the Monday immediately following Candidate Filing Week (May 22). Candidate withdrawal forms are available at vote.wa.gov.

Filing fees are nonrefundable, even if you filed for the wrong office. (RCW 29A.24.131)

Withdrawals are not permitted if you filed during a special filing period.

Special filing period & vacated offices

If a race lacks a candidate after the close of the regular filing period and before the Primary, a special filing period opens for three business days.

Filings during special filing periods are conducted in the same manner as regular candidate filing periods.

If an office is filed for during a special filing period, the race skips the Primary to appear on the General Election ballot. (RCW 29A.24.181)

Campaign signs

Contact the appropriate agency or department about sign restrictions, permits, and deposits.

State - Department of Transportation (page 10)

County - Public works or transportation department

City - City clerk

Withdrawal of Candidacy

RCW 29A.24.131

important information	The deadline for withdrawing is the Monday following candidate filing week. Once filed, a Declaration of Candidacy may not be altered. If the candidate decides during the filing period to change the Declaration of Candidacy, the candidate must first withdraw and then re-file. Note: Filing fees are nonrefundable.
office information	jurisdiction and office name _____ position number (if applicable) _____
personal information	first name _____ middle name _____ last name _____
signature	I withdraw my candidacy for the office listed above and understand that the filing fee is nonrefundable. sign here [_____] date here [_____]



Lynn Peterson
Secretary of Transportation

Transportation Building
310 Maple Park Avenue S.E.
P.O. Box 47300
Olympia, WA 98504-7300
360-705-7000
TTY: 1-800-833-6388
www.wsdot.wa.gov

Dear Candidate:

The Washington State Department of Transportation (WSDOT) wishes to take this opportunity to advise political candidates about the placement of campaign signs and placards along state highways.

Revised Code of Washington (RCW) 47.42, the Highway Advertising Control Act, regulates signing on Interstate Highways, primary highways, and highways that are part of the Scenic and Recreational System. Signs erected on private property that are adjacent to these highways must comply with the Highway Advertising Control Act, rules contained in Washington Administrative Code (WAC) 468-66, and applicable local agency sign codes.

In accordance with WAC 468-66-050, Sign Classification and Specific Provisions, temporary political campaign signs are identified and regulated as a type of on-premise sign intended to express a property owner's endorsement of a political candidate or initiative. Prior to placing signs, WSDOT recommends checking with the property owner for approval, and to determine property line locations. Campaign signs are allowed under the following regulations:

- 1) Temporary political campaign signs are limited to a maximum size of thirty-two square feet.
- 2) Temporary political campaign signs must be removed within ten days following the election.
- 3) Sign installers must have permission of the underlying property owner prior to placing signs.
- 4) Temporary political campaign signs are subject to all other applicable provisions of RCW 47.42 and WAC 468.66 that pertain to Type 3 on-premise signs.

In addition to the above restrictions, the erection of temporary political campaign signs within the right-of-way of all state highways is prohibited. Accordingly, signs placed within the right-of-way of any state highway are subject to removal by the Washington State Department of Transportation.

Also, RCW 47.36.180(1) states in part that it is unlawful to erect any structure, sign, or device visible from a city street, county road, or state highway that simulates any directional, warning, or danger sign likely to be mistaken for such a sign. Therefore, a campaign sign cannot be designated in a manner that resembles an official traffic control sign.

If you should have any questions about placement of campaign signs along state highways, please contact Vicky Thorniley at 360-705-7282 or email at Thorniv@wsdot.wa.gov.

We sincerely hope that candidates for public office will observe the laws and regulations enacted to limit driver distraction, and protect and preserve the roadside beauty of our state. Thank you in advance for your courtesy in this matter.

Contact Your County Elections Department

Adams County
210 W Broadway Ave, Ste 200
Ritzville, WA 99169
(509) 659-3249
heidih@co.adams.wa.us

Asotin County
PO Box 129
Asotin, WA 99402
(509) 243-2084
dmckay@co.asotin.wa.us

Benton County
PO Box 470
Prosser, WA 99350
(509) 736-3085
elections@co.benton.wa.us

Chelan County
PO Box 4760
Wenatchee, WA 98807
(509) 667-6808
elections.ballots@co.chelan.wa.us

Clallam County
223 E 4th St, Ste 1
Port Angeles, WA 98362
(360) 417-2221
auditor@co.clallam.wa.us

Clark County
PO Box 8815
Vancouver, WA 98666-8815
(360) 397-2345
elections@clark.wa.gov

Columbia County
341 E Main St, Ste 3
Dayton, WA 99328
(509) 382-4541
sharon_richter@co.columbia.wa.us

Cowlitz County
207 4th Ave N, Rm 107
Kelso, WA 98626-4124
(360) 577-3005
elections@co.cowlitz.wa.us

Douglas County
PO Box 456
Waterville, WA 98858
(509) 745-8527 ext. 6407
elections@co.douglas.wa.us

Ferry County
350 E Delaware Ave, Ste 2
Republic, WA 99166
(509) 775-5200 ext. 1139
elections@co.ferry.wa.us

Franklin County
PO Box 1451
Pasco, WA 99301
(509) 545-3538
elections@co.franklin.wa.us

Garfield County
PO Box 278
Pomeroy, WA 99347-0278
(509) 843-1411
ddeal@co.garfield.wa.us

Grant County
PO Box 37
Ephrata, WA 98823
(509) 754-2011 ext 2793
elections@co.grant.wa.us

Grays Harbor County
100 Broadway Ave W, Ste 2
Montesano, WA 98563
(360) 964-1556
elections@co.grays-harbor.wa.us

Island County
PO Box 1410
Coupeville, WA 98239
(360) 679-7366
elections@co.island.wa.us

Jefferson County
PO Box 563
Port Townsend, WA 98368-0563
(360) 385-9119
elections@co.jefferson.wa.us

King County
919 SW Grady Way
Renton, WA 98057
(206) 296-8683
elections@kingcounty.gov

Kitsap County
619 Division St, MS 31
Port Orchard, WA 98366
(360) 337-7128
auditor@co.kitsap.wa.us

Kittitas County
205 W 5th Ave, Ste 105
Ellensburg, WA 98926-2891
(509) 962-7503
elections@co.kittitas.wa.us

Klickitat County
205 S Columbus Ave, Rm 203
Goldendale, WA 98620
(509) 773-4001
voting@klickitatcounty.org

Lewis County
PO Box 29
Chehalis, WA 98532-0029
(360) 740-1278
elections@lewiscountywa.gov

Lincoln County
PO Box 28
Davenport, WA 99122-0028
(509) 725-4971
sjohnston@co.lincoln.wa.us

Mason County
PO Box 400
Shelton, WA 98584
(360) 427-9670 ext 469
elections@co.mason.wa.us

Okanogan County
PO Box 1010
Okanogan, WA 98840-1010
(509) 422-7240
elections@co.okanogan.wa.us

Pacific County
PO Box 97
South Bend, WA 98586-0097
(360) 875-9317
jkidd@co.pacific.wa.us

Pend Oreille County
PO Box 5015
Newport, WA 99156
(509) 447-6472
elections@pendoreille.org

Pierce County
2501 S 35th St, Ste C
Tacoma, WA 98409
(253) 798-7430
pcelections@co.pierce.wa.us

San Juan County
PO Box 638
Friday Harbor, WA 98250-0638
(360) 378-3357
elections@sanjuanco.com

Skagit County
PO Box 1306
Mount Vernon, WA 98273-1306
(360) 416-1702
scelections@co.skagit.wa.us

Skamania County
PO Box 790
Stevenson, WA 98648-0790
(509) 427-3730
elections@co.skamania.wa.us

Snohomish County
3000 Rockefeller Ave, MS 505
Everett, WA 98201-4060
(425) 388-3444
elections@snoco.org

Spokane County
1033 W Gardner Ave
Spokane, WA 99260
(509) 477-2320
elections@spokanecounty.org

Stevens County
215 S Oak St, Rm 106
Colville, WA 99114-2836
(509) 684-7514
elections@co.stevens.wa.us

Thurston County
2000 Lakeridge Dr SW
Olympia, WA 98502-6090
(360) 786-5408
elections@co.thurston.wa.us

Wahkiakum County
PO Box 543
Cathlamet, WA 98612
(360) 795-3219
tischerd@co.wahkiakum.wa.us

Walla Walla County
PO Box 2176
Walla Walla, WA 99362-0176
(509) 524-2530
elections@co.walla-walla.wa.us

Whatcom County
PO Box 369
Bellingham, WA 98227-0369
(360) 778-5102
elections@co.whatcom.wa.us

Whitman County
PO Box 191
Colfax, WA 99111
(509) 397-5284
elections@co.whitman.wa.us

Yakima County
PO Box 12570
Yakima, WA 98909-2570
(509) 574-1340
iVote@co.yakima.wa.us

WA State Elections Division
PO Box 40229
Olympia, WA 98504-0229
(800) 448-4881



Ask your county elections department

- Is online filing available to candidates running for local offices?
- Will a local primary or general election voters' pamphlet be published?
- When and where can local candidates file in person?