

Running for Public Office

A Candidate Guide

www.azsos.gov



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ABOUT THIS PUBLICATION

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CONTENTS

CHAPTER 1 2020 ELECTION INFORMATION	1
A. Federal, Statewide, and Legislative Offices to be Elected in 2020	1
B. Important 2020 Election Dates and Information	2
CHAPTER 2 FILING TO BECOME A CANDIDATE IN A PRIMARY ELECTION	6
A. Preparing to File.....	6
B. Checklist for Aspiring Candidates in Candidate Portal.....	12
C. Filing Procedures	12
CHAPTER 3 RUNNING AS A PARTICIPATING CLEAN ELECTIONS CANDIDATE	15
A. Preparing to File.....	15
B. Application and Initial Approval.....	15
C. Collecting Qualifying Contributions.....	15
D. Applying for Clean Funding	17
CHAPTER 4 INDEPENDENT NOMINATION PROCESS.....	19
A. Preparing to File.....	19
B. Filing Procedures	19
CHAPTER 5 WRITE-IN CANDIDATE PROCESS	22
C. Becoming an Official Write-In Candidate.....	22
D. Filing Procedures	22
CHAPTER 6 JUDICIAL RETENTION FILING PROCESS.....	24
CHAPTER 7 SIGNATURE REQUIREMENTS FOR CANDIDATES	25
A. How Signature Requirements Are Determined.....	25
B. United States Representative in Congress	26
C. Statewide Office and United States Senator.....	26
D. Legislative Office.....	27
CHAPTER 8 CAMPAIGN CONTRIBUTIONS	28
A. When to Form a Candidate Committee.....	28
B. Where to Register a Candidate Committee	29
C. Campaign Finance Reporting Dates.....	30
CHAPTER 9 GENERAL VOTER REGISTRATION AND ELECTION INFORMATION.....	34
A. Voter Registration.....	34

B. Voting in the Election.....37

C. Additional Information.....41

APPENDIX A CANDIDATE CHECKLIST43

CHAPTER 1 2020 Election Information

A. Federal, Statewide, and Legislative Offices to be Elected in 2020

OFFICE	TERM	NUMBER OF SEATS	QUALIFICATIONS	CITATION
President and Vice President of the United States	4 years	1	<ul style="list-style-type: none"> Natural born citizen of the United States At least 35 years of age Resident within the United States for 14 years 	U.S. Const. art. II, § 1
United States Senator	6 years	1	<ul style="list-style-type: none"> United States citizen for at least 9 years At least 30 years of age Resident of Arizona when elected 	U.S. Const. art. I, § 3
United States Representative in Congress	2 Years	9	<ul style="list-style-type: none"> United States citizen for at least 7 years At least 25 years of age Resident of Arizona when elected 	U.S. Const. art. I, § 2
Corporation Commissioner	4 Years	3	<ul style="list-style-type: none"> United States citizen Arizona resident At least 18 years of age No interest in corporations subject to regulation 	A.R.S. § 38-201(A); A.R.S. § 40-101
State Senator	2 Years	30	<ul style="list-style-type: none"> United States citizen Arizona resident for 3 years County of candidacy resident for 1 year At least 25 years of age 	Ariz. Const. art. IV, pt. 2, § 1; Ariz. Const. art. IV, pt. 2, § 2; Ariz. Const. art. IV, pt. 2, § 21
State Representative	2 Years	60	<ul style="list-style-type: none"> United States citizen Arizona resident for 3 years County of candidacy resident for 1 year At least 25 years of age 	Ariz. Const. art. IV, pt. 2, § 1; Ariz. Const. art. IV, pt. 2, § 2; Ariz. Const. art. IV, pt. 2, § 21

B. Important 2020 Election Dates and Information

1. Consolidated Election Requirement

Arizona law requires that all elections, with limited exceptions, be held on one of four election dates:

- 2nd Tuesday in March (March Election)¹
- 3rd Tuesday in May (May Election)²
- 1st Tuesday in August (August Election)³
- 1st Tuesday after the 1st Monday in November (November Election)⁴

Federal, statewide, and legislative elections are conducted in even-numbered years.⁵ Candidate elections for most local jurisdictions (other than a special election to fill a vacancy or a recall election) may only be held in August and November in even numbered years.⁶ Local candidates should contact the local filing officer for additional information, including regarding whether the jurisdiction is subject to consolidated elections.⁷

2. Presidential Preference Election (“PPE”)

March 17, 2020 Presidential Preference Election (“PPE”)	
A. New Party Petitions to Qualify for PPE	
• Number of signatures required	31,686
• First day to file and submit petition signatures to the Secretary of State	September 19, 2019
• Last day to file and submit petition signatures to Secretary of State	October 19, 2019
B. Candidate Nomination Petitions - Partisan	

¹ [A.R.S. § 16-204\(F\)\(1\).](#)

² [A.R.S. § 16-204\(F\)\(2\).](#)

³ [A.R.S. § 16-204\(E\)\(1\), \(F\)\(3\).](#)

⁴ [A.R.S. § 16-204\(E\)\(2\), \(F\)\(4\).](#)

⁵ [Ariz. Const., Art. VII, § 11.](#)

⁶ [A.R.S. § 16-204\(E\).](#)

⁷ The City of Tucson and City of Phoenix may be exempt from the consolidated elections provision and schedule their elections in accordance with their respective charters, but only if it does not result in a “significant decrease in voter turnout.” [A.R.S. § 16-204.01](#); *City of Tucson v. State*, No. 2 CA-CV 2013-0146, (Ariz. Ct. App. 2014). If the City of Tucson and City of Phoenix do have a significant decrease in voter turnout then they must hold subsequent elections on the statewide election dates, beginning with the third year after the decrease. [A.R.S. § 16-204.01](#).

• First day to file	November 8, 2019
• Last day to file	December 9, 2019 at 5:00 P.M.
C. Important Dates	
• Voter registration closes	February 18, 2020 at midnight ⁸
• Early voting begins	February 19, 2020
• Last day of in-person early voting	March 13, 2020
• Deadline for Secretary of State’s Official Canvass of PPE Results	March 30, 2020

3. Primary Election

August 4, 2020⁹ Primary Election	
A. New Party Petitions to Qualify for 2020 Primary and General Elections	
• Number of signatures required	31,686
• Last day to file and submit petition signatures to Secretary of State for statewide recognition	November 29, 2019 at 5:00 P.M.
B. Candidate Nomination Petitions	
• First day to file	March 7, 2020 ¹⁰
• Filing deadline	April 6, 2020 at 5:00 P.M.
C. Write-In Candidates	

⁸ [A.R.S. § 16-120.](#)

⁹ [A.R.S. § 16-204.](#) In 2019, a change in law moved the primary date to the first Tuesday in August. Aspiring candidates who began circulating petition sheets prior to the change in law should use new petition sheets with the correct primary date moving forward. However, the legislation protected any signatures collected on petitions with the old primary date up to the effective date of the legislation (August 27, 2019). The Secretary of State’s Office will accept petitions with the old primary date regardless of the date signatures were collected. Signatures signed after the general effective date on petition sheets with the old primary date may be subject to legal challenge.

¹⁰ Potential candidates who want to run as a publicly-funded candidate may file their nomination paperwork as well as their Clean Elections paperwork beginning on January 2, 2020. For more information on Clean Elections requirements, see Chapter 3 of this guide and contact the Citizens Clean Elections Commission, <https://www.azcleelections.gov/>.

• Filing deadline	June 25, 2020 at 5:00 P.M.
• Last day to file (for an election that may be canceled pursuant to A.R.S. § 16-410, <i>see</i> A.R.S. § 16-312(B)(2))	May 20, 2020 at 5:00 P.M.
D. Important Dates	
• Voter registration closes	July 6, 2020 at midnight
• Early voting begins	July 8, 2020
• Last day of in-person early voting	July 31, 2020
• Deadline for Secretary of State’s Official Canvass of Primary Election	August 17, 2020

4. General Election

November 3, 2020 General Election	
A. Candidate Nomination Petitions – “Nomination Other Than by Primary”/ Independent¹¹	
• First day to file	March 7, 2020
• Filing deadline	April 6, 2020 at 5:00 P.M.
B. Initiative and Referendum Petitions	
• Last day to file constitutional and statutory initiative petitions ¹²	July 2, 2020 at 5:00 P.M.
• Last day to file referendum petitions ¹³	90 days after legislature adjourns
• Number of signatures required (statutory initiative)	237,645
• Number of signatures required (constitutional initiative)	356,467

¹¹ [A.R.S. § 16-341\(C\)](#).

¹² [Ariz. Const. art. IV, pt. 1, § 1.](#)

¹³ [Ariz. Const. art. IV, pt. 1, § 1.](#)

<ul style="list-style-type: none"> Number of signatures required (referendum) 	118,823
C. Justices and Judges¹⁴	
<ul style="list-style-type: none"> First day to file for retention 	August 5, 2020
<ul style="list-style-type: none"> Filing deadline for retention 	September 4, 2020 at 5:00 P.M.
D. Write-In Candidates¹⁵	
<ul style="list-style-type: none"> Filing deadline 	September 24, 2020 at 5:00 P.M.
E. Important Dates	
<ul style="list-style-type: none"> Voter registration closes 	October 5, 2020 at midnight
<ul style="list-style-type: none"> Early voting begins 	October 7, 2020
<ul style="list-style-type: none"> Last day of in-person early voting 	October 30, 2020
<ul style="list-style-type: none"> Secretary of State’s Official Canvass of General Election Results 	November 30, 2020

¹⁴ [Ariz. Const., Art. VI, § 38.](#)

¹⁵ [A.R.S. § 16-312\(B\).](#)

CHAPTER 2

Filing to Become a Candidate in a Primary Election

A. Preparing to File

Aspiring candidates for federal (except for the presidency), statewide, and legislative offices who wish to become the nominee of a recognized political party must comply with statutory requirements to appear on the Primary Election ballot. All aspiring federal, statewide, and legislative candidates are encouraged to use the Secretary of State’s online [Candidate Portal](#) to create and manage their candidate filing process. [Candidate Portal](#) enables aspiring candidates to create an online profile that will be displayed on the Secretary of State’s Elections website and enables them to upload nomination paperwork online. This section details the steps candidates should take in advance of the filing deadline. Clean Elections candidates should also review Chapter 4 of this handbook and contact the Citizens Clean Elections Commission for additional guidance.

1. Candidate Portal Account and Election Profile

Candidates running for office in Arizona can sign up for a user account in [Candidate Portal](#). This account will remain with the candidate for all future election cycles and for filing annual Financial Disclosure Statements, so candidates are encouraged to use an email address that they can reliably access.



Home Screen for [Candidate Portal](#)

Once registered in the [Candidate Portal](#) system, candidates should create an Election Profile for the office they are running for by selecting the “Running for Office” tab, then clicking the “Add New Election” button. The candidate should only create one profile for each office that they wish to run for.



Add New Election Screen for [Candidate Portal](#)

Candidates will be prompted to enter information about the office they are seeking. If a candidate intends to run as a member of a recognized political party, the candidate must select the Primary Election option. The candidate will not be eligible to run in the General Election as a recognized political party candidate without participating in the Primary Election. Furthermore, a candidate at the Primary Election for a political party must be a qualified elector of the political party from the time that the first signature is collected up until the General Election for which the candidate wishes to appear on the ballot.¹⁶

Run for Office

*** Required Field**

Jurisdiction Type*

State ▼

Jurisdiction Name*

State ▼

Election*

Required ▼

If you intend to run as a member of a recognized political party, you must select the Primary Election. You will not be eligible to run in the General Election as a recognized political party candidate without participating in the Primary Election.

Office Type*

Required ▼

Office*

Required ▼

Candidate Type*

Required ▼

Political Party*

Required ▼

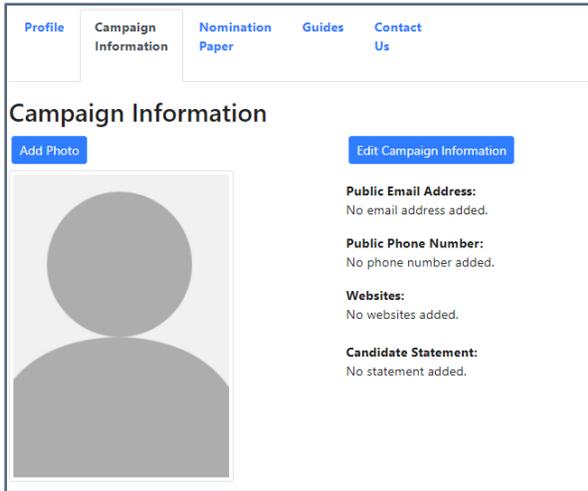
It is your responsibility to confirm your selections before proceeding. Please contact our office if you have any questions about the use of this online registration system.

[Next >>](#)

Adding an Election Profile in [Candidate Portal](#)

¹⁶ [A.R.S. § 16-311\(A\)](#) refers to qualifications for candidates of partisan elections.

Candidates will then be prompted to provide their contact information and enter their name as they wish for it to appear on the ballot. After completing the Election Profile, the candidate must also update their campaign finance committee to reflect the current election cycle in the State’s online campaign finance reporting system, [Beacon](#).¹⁷ Once the Election Profile is created, candidates may submit optional campaign information that will display on the Secretary of State’s Elections website by selecting “Add Photo” and/or “Edit Campaign Information.”



Adding Campaign Information in [Candidate Portal](#)

2. Statement of Interest

Aspiring candidates must submit a Statement of Interest to the appropriate filing officer prior to collecting nomination petition signatures.¹⁸ The Statement of Interest will include the candidate’s name, party affiliation, office sought, and election date. Any petition signatures collected prior to submission of a Statement of Interest are subject to challenge pursuant to [A.R.S. § 16-351](#). However, any aspiring candidates who began collecting petition signatures before the law went into effect on August 27, 2019 had until January 2, 2020 to file a Statement of Interest without jeopardizing their previously collected signatures.

Aspiring candidates for federal, statewide, or legislative office may electronically complete and submit a Statement of Interest via [Candidate Portal](#). The Statement of Interest can be found by selecting the “Statement of Interest” tab on the candidate’s profile screen. Next, select “Create and Submit a Candidate Statement of Interest” which will auto-populate based on the information previously provided in Candidate Portal.

¹⁷ <https://beacon.arizona.vote/Account/Login?ReturnUrl=%2F>.

¹⁸ [A.R.S. § 16-311\(H\)](#). There is no contribution or expenditure threshold that must be met before this requirement applies. A Statement of Interest must be filed even if no campaign contributions are received and no campaign expenditures are made.

The screenshot shows a navigation menu with the following items: Profile, Campaign Information, Statement of Interest (highlighted), Financial Disclosure Statement, Nomination Paper, Nomination Petitions, Qualifying Contribution, Guides, and Contact Us. Below the menu is the heading "Candidate Statement of Interest" followed by a paragraph of instructions: "Under Arizona law, all candidates gathering signatures must submit a Statement of Interest. You have already provided the information needed to populate this form. To submit your Statement of Interest (or amend an existing form), please click 'Create and Submit a Candidate Statement of Interest.'" At the bottom of the form is a blue button labeled "Create and Submit a Candidate Statement of Interest".

Submitting a Statement of Interest in [Candidate Portal](#)

A list of individuals who have filed a Statement of Interest is available to the public on the Secretary of State's [Elections website](#).¹⁹

3. Nomination Petitions

All aspiring candidates running for any office must file a nomination petition with the required number of signatures of qualified electors in order to appear on the official ballot.²⁰ Nomination petitions must be filed with the Secretary of State's Office **between March 7, 2020 and April 6, 2020 at 5 P.M.**²¹ The nomination petition form and content must conform to statutory requirements.²² A photograph of the candidate may appear on the nomination petition,²³ and the signature portion, circulator instructions, and statement must be in the form provided by law.²⁴

Nomination petitions may be circulated at any time during the election cycle. Signature requirements to qualify for the 2020 election are based on the number of registered voters on January 2, 2020.²⁵ The candidate must file at least the minimum number of signatures required for the office sought and no more than the maximum number. If there are too few signatures, the Secretary of State cannot accept the nomination papers. See Chapter 7 for more information on signature requirements.

Aspiring candidates may collect signatures using printed petition forms or online using [E-Qual](#),²⁶ the Secretary of State's secure online signature collection application.

a. Printing Petition Forms

Individuals who have created an Election Profile on [Candidate Portal](#) can generate their nomination petition form online by: (1) selecting the "Nomination Petitions" tab on their profile screen; then (2) selecting "Petition Form for Printing" in either English or Spanish. The petition form will auto-populate based on the information provided in [Candidate Portal](#). To add a photograph of the candidate, open the form in a PDF

¹⁹ <https://azsos.gov/elections/running-office>.

²⁰ [A.R.S. § 16-314 \(A\)–\(B\)](#).

²¹ [A.R.S. § 16-314 \(A\)](#).

²² [A.R.S. § 16-314](#); [A.R.S. § 16-315](#).

²³ [A.R.S. § 16-315\(A\)\(5\)](#).

²⁴ [A.R.S. § 16-314](#); [A.R.S. § 16-315](#).

²⁵ [A.R.S. § 16-322\(B\)](#).

²⁶ <https://apps.azsos.gov/equal/>.

reader application, like Adobe, and click on the photo box. The forms should be printed on 8 ½ x 11 inch paper.²⁷

Nomination Petitions

Statutory Filing Period: January 1, 2020 – April 6, 2020 5:00 PM.

To collect petition signatures electronically, click the "Create E-Equal Petition" button below. E-Equal petitions may not be edited once made available to voters.

You may also prepare a paper Nomination Petition form for in-person circulation by clicking "Petition Form for Printing" below, available in both English and Spanish. To upload a photo to this petition, open the form using Adobe or other PDF reader and click the optional photo box.

[Petition Form for Printing \(English\)](#) [Petition Form for Printing \(Spanish\)](#)

Electronic Petitions

[Create E-Equal Petition](#)

Creating a Nomination Petition in [Candidate Portal](#)

b. Collecting Petition Signatures on [E-Equal](#)

Aspiring candidates can also choose to collect nomination petition signatures electronically through [E-Equal](#). An E-Equal petition can be created by selecting the “Nomination Petitions” tab from the profile screen, then selecting the “Create E-Equal Petition” button. The user will be prompted to: (1) review the information contained in the petition’s caption; then (2) click the “Create E-Equal Petition” button at the bottom of the page. An E-Equal petition may not be edited once it is made available to voters.

4. Nomination Paper and Declaration of Qualification

All aspiring candidates must complete a nomination paper and declaration of qualification for the office they wish to hold.²⁸ The nomination paper must be filed with the Secretary of State’s Office **between March 7, 2020 and April 6, 2020 at 5 P.M.**

Individuals who have created an Election Profile on [Candidate Portal](#) can submit the Nomination Paper and Declaration of Qualification online by selecting the “Nomination Paper” tab on their profile screen. Next, select “Create and Submit a Nomination Paper” which will auto-populate based on the information previously provided.

²⁷ Nomination petition sheets should be printed full-sized and double-sided to comply with statutory requirements. [A.R.S. § 16-315](#). To ensure compliance with statutory requirements, print the petition sheets from the PDF located in Candidate Portal, not a photocopy. When printing from a browser, do not select “scale to fit.” For printing double-sided, select “flip on short edge” or a similar option.

²⁸ [A.R.S. § 16-311\(A\), \(D\), \(I\)](#).

The screenshot shows a web interface with a navigation menu at the top containing: Profile, Campaign Information, Statement of Interest, Financial Disclosure Statement, Nomination Paper (highlighted), Nomination Petitions, Qualifying Contribution, Guides, and Contact Us. Below the menu is the heading "Nomination Paper". A light gray box contains the text "Statutory Filing Period: July 1, 2019 – April 6, 2020 5:00 PM." Below this is a paragraph of text: "Under Arizona law, all candidates running for public office must submit a Nomination Paper. You have already provided most of the information needed to populate this form. To submit your Nomination Paper (or amend an existing form), please click 'Create and Submit a Nomination Paper.'" At the bottom is a blue button with the text "Create and Submit a Nomination Paper".

Submitting a Nomination Paper in [Candidate Portal](#)

The system will prompt the user to enter required information to complete the Nomination Paper and will generate an electronic form for the user to certify. The aspiring candidate should include the exact form in which they want their name printed on the official ballot. Nicknames, abbreviated names, and initials are permitted but may not reference professional, fraternal, religious, or military titles.²⁹ The candidate’s last name will be printed on the ballot first, followed by any other names.³⁰

5. Prepare the Financial Disclosure Statement

A candidate running for a statewide or legislative office must file a personal financial disclosure statement on a form prescribed by the Secretary of State.³¹ Candidates for federal offices are exempt from compliance with Arizona’s campaign finance and personal financial disclosure requirements.³²

Individuals who have created an Election Profile on [Candidate Portal](#) can complete their Financial Disclosure Statement online by selecting the “Financial Disclosure Statement” tab on their profile screen. Next, select “Begin a New Financial Disclosure Statement” which will auto-populate partially based on the information provided.

The screenshot shows a web interface with a navigation menu at the top containing: Profile, Campaign Information, Statement of Interest, Financial Disclosure Statement (highlighted), Nomination Paper, Nomination Petitions, Qualifying Contribution, Guides, and Contact Us. Below the menu is the heading "Financial Disclosure Statement". A light gray box contains the text "Statutory Filing Period: July 1, 2019 – April 6, 2020 5:00 PM." Below this is a blue button with the text "Begin a New Financial Disclosure Statement".

Creating a Financial Disclosure Statement in [Candidate Portal](#)

The user will be prompted to provide responses to a series of questions regarding personal and business financial interests. After completing and reviewing the form, the user must verify under penalty of perjury that the information is true and correct before signing and submitting the form.

²⁹ [A.R.S. § 16-311\(G\)](#).

³⁰ [A.R.S. § 16-311\(G\)](#).

³¹ [A.R.S. § 38-543](#).

³² [A.R.S. § 38-541\(8\)](#).

The screenshot displays two sections of a financial disclosure form. **SECTION A. PERSONAL FINANCIAL INTERESTS** includes 11 items: 1. Identification of Household Members (Edit), 2. Sources of Personal Compensation (Start), 3. Professional, Occupational and Business Licenses (Start), 4. Personal Creditors (Start), 5. Personal Debtors (Start), 6. Gifts (Start), 7. Office, Position or Fiduciary Relationship in Businesses, Nonprofit Organizations or Trusts (Start), 8. Ownership or Financial Interests in Business, Trusts or Investment Funds (Start), 9. Ownership of Bonds (Start), 10. Real Property Ownership (Start), and 11. Travel Expenses (Start). **SECTION B. BUSINESS FINANCIAL INTERESTS** includes 5 items: 12. Business Names (Edit), 13. Controlled Business Information (Start), 14. Dependent Business Information (Start), 15. Real Property Owned by a Controlled or Dependent Business (Start), and 16. Controlled or Dependent Business' Creditors (Start). Item 17, Controlled or Dependent Business' Debtors, is partially visible with a Start button.

Completing a Financial Disclosure Statement in [Candidate Portal](#)

B. Checklist for Aspiring Candidates in Candidate Portal

- Create account and Election Profile in Candidate Portal
- File Statement of Interest
- Create Nomination Petition forms
 1. Sample provided for candidate to print and circulate
 2. Electronic version in E-Qual
- Complete Financial Disclosure Statement
- Complete Nomination Paper and Declaration of Qualification

C. Filing Procedures

1. When to File

A candidate running for a federal, statewide, or legislative office must file their paperwork with the Secretary of State's Office no more than 150 days and no less than 120 days prior to the Primary Election in which

they wish to appear on the ballot.³³ For the August 4, 2020 Primary Election, **candidates must file their paperwork between March 7 and April 6, 2020 by 5:00 P.M.**

2. What to File

Candidates for federal office (except the presidency) must file:

- a. Nomination Paper and Declaration of Qualification
- b. Nomination Petition forms
- c. Statement of Interest

Federal candidates may also choose to file the Optional Statement on Recall. Prior to a Primary or other election, candidates for the office of U.S. Senator or Representative in Congress have the option of filing a recall statement agreeing to resign if not re-elected on a recall vote. If a candidate chooses to file this statement, the Secretary of State will provide the statement to the public.³⁴

Candidates for either a statewide or legislative office must file:

- a. Nomination Paper and Declaration of Qualification
- b. Nomination Petition forms
- c. Financial Disclosure Statement
- d. Statement of Interest

As discussed above, candidates must generate the Nomination Paper, Statement of Interest, and Financial Disclosure Statement in [Candidate Portal](#). Please note that candidates are prohibited from filing documents to run for more than one office at the same election if the candidate cannot serve in both positions if elected to both.³⁵

Nomination Petition forms must be organized by county prior to filing. If a candidate is missing any paperwork, or fails to have the petition forms properly organized, the candidate will be asked to fix the error and return at a later time.

Please review the filing instructions on our candidate filing website at:

<https://azsos.gov/elections/candidate-filing>.

3. Where to File

Candidates for federal, statewide, and legislative offices must file their nomination paperwork with the Secretary of State's Office located in Phoenix at 1700 W. Washington St. on the Seventh Floor. The

³³ [A.R.S. § 16-311\(B\)](#).

³⁴ [A.R.S. § 19-221](#).

³⁵ [A.R.S. § 38-296.01](#).

Secretary of State's Office has published an appointment calendar for candidates to schedule a time to file their nomination packet. Candidates are highly encouraged to make appointments to avoid long wait times. The appointment scheduler is available at: <https://azsos.gov/elections/candidate-filing>.

CHAPTER 3

Running as a Participating Clean Elections Candidate

A. Preparing to File

Aspiring statewide and legislative candidates may choose to run as a participating Clean Elections candidate. Candidates who do not accept special interest donations may choose to participate in the Clean Elections program, which provides funding from the Citizens Clean Elections Fund. To qualify, candidates must apply, receive initial approval from the Citizens Clean Elections Commission, collect the required number of \$5 donations from registered voters within their district, then be verified for funding.³⁶ This Chapter outlines the steps a candidate should follow to run as a participating candidate.

B. Application and Initial Approval

1. Create a Candidate Portal Account and Election Profile

Candidates who decide to participate in the Clean Elections program should follow the steps outlined in Chapter 2 to create an account in [Candidate Portal](#).

2. Application for Certification

Candidates who decide to participate must file an Application for Certification before July 28, 2020. This application can only be generated in [Beacon](#), the Secretary of State's campaign finance reporting system. Candidates should contact the Secretary of State's Office to schedule a time to generate the report, sign and notarize the report, then file their original, notarized application with the Secretary of State's Office. Once the candidate has applied, the Secretary of State's Office transmits the application to the Citizens Clean Elections Commission for approval. The Commission will notify candidates within seven days if the application is approved.

C. Collecting Qualifying Contributions

The required number of Qualifying Contributions varies depending on the office. A candidate running for the legislature must collect at least 200, and a candidate running for the corporation commission must collect a minimum of 1,500.³⁷ While candidates must collect at least the minimum number of Qualifying Contributions for the office they are seeking, it is recommended that candidates collect 20% more than the required amount.

Qualifying Contributions may be collected only during the qualifying period, which runs from August 1, 2019 until July 28, 2020.³⁸ Only a qualified elector who is properly registered to vote in the district of the

³⁶ [A.R.S. § 16-946](#); [A.R.S. § 16-947](#); [A.R.S. § 16-950](#).

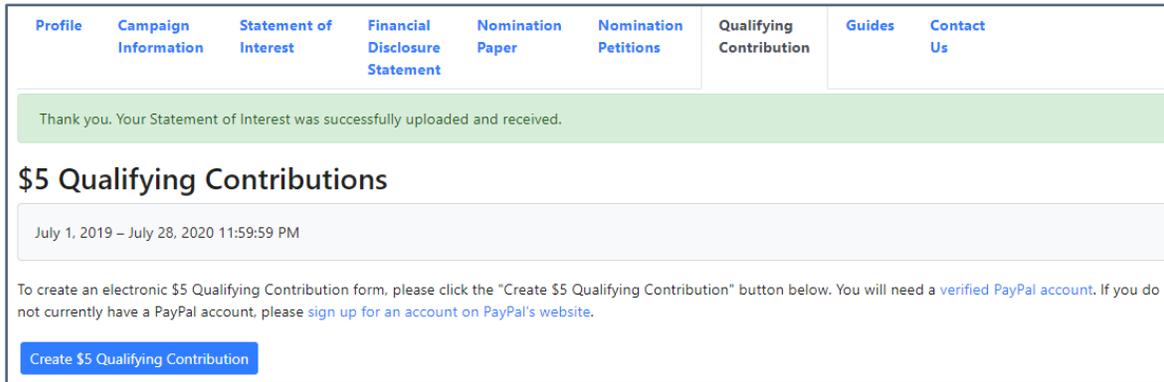
³⁷ [A.R.S. § 16-950\(D\)](#).

³⁸ [A.R.S. § 16-946](#); [A.R.S. § 16-961](#).

office that the candidate is seeking may contribute a Qualifying Contribution.³⁹ Candidates may accept Qualifying Contributions in person or electronically.⁴⁰

1. Create the Qualifying Contribution Form and Collecting Contributions Through E-Qual

Individuals who have created an Election Profile on [Candidate Portal](#) can generate their Qualifying Contribution Form online by selecting the “Qualifying Contribution” tab on their profile screen. Next, select “Create \$5 Qualifying Contribution.”



Generating a Qualifying Contribution Form in [Candidate Portal](#)

The next screen will prompt the user to enter their PayPal account information. A verified PayPal account is required to electronically collect \$5 Qualifying Contributions.



Generating a Qualifying Contribution Form in [Candidate Portal](#)

After entering the required information, a candidate will be able to collect Qualifying Contributions through [E-Qual](#), the State’s secure online contribution application or print the form for in-person contributions.

2. Collecting Qualifying Contributions In Person

³⁹ [A.R.S. § 16-946\(B\)\(1\)](#).

⁴⁰ [A.R.S. § 16-946\(B\)](#).

Candidates may also collect Qualifying Contributions in person by using a three-part reporting slip that includes the contributor's name, address, and signature. The slip must also contain the name of the candidate for whom the contribution is made, the date, and the printed name and signature of the person soliciting the donation.⁴¹ One copy of the slip should be given to the contributor as a receipt, one copy should be retained by the candidate's campaign committee, and the third original reporting slip should be filed with the Secretary of State's Office when the candidate applies for Clean Elections funding.⁴² Checks and money orders must be made out to the candidate's campaign committee, and cash donations must be deposited in the candidate's campaign committee's account.⁴³

D. Applying for Clean Funding

1. Timeframe to Apply for Funding

Candidates wishing to apply for Clean Elections funding may submit their application along with the Qualifying Contribution paperwork to the Secretary of State's Office beginning on January 2, 2020. Any candidate who meets the Clean Elections application requirements may also file their nomination paper, petitions, and financial disclosure form beginning on January 2, 2020. Once the candidate's application and petition signatures have been verified, the Citizens Clean Elections Commission will release the funds to the candidate.⁴⁴

Participating candidates must file their Clean Elections funding application before August 4, 2020.⁴⁵ However, a participating candidate must file the nomination paperwork discussed in Chapter 3 by the April 6, 2020 deadline. Before applying for funding, candidates must submit a W-9 form with the Citizens Clean Elections Commission. This form is used to identify the candidate as a vendor with the state. Without this form, the Citizens Clean Elections Commission will not be able to provide the candidate with funding.

2. Application Process

In addition to the nomination packet, candidates participating in the Clean Elections program should bring the following documents to file with the Secretary of State's Office.

- a. Application for Certification: The participating candidate should ensure that they have previously applied following the steps above, or that they are prepared to apply at the time of filing.
- b. Application for Funding: The participating candidate can generate this application through the Beacon, the Secretary of State's campaign finance reporting system.

⁴¹ [A.R.S. § 16-946\(B\)\(6\)](#).

⁴² [A.R.S. § 16-946\(C\)](#).

⁴³ [A.R.S. § 16-946\(B\)\(5\)](#).

⁴⁴ [A.R.S. § 16-951\(B\)](#).

⁴⁵ [A.R.S. § 16-950\(B\)](#).

- c. List of All \$5 Qualifying Contributions: The contributors should be listed alphabetically and grouped by county. [Beacon](#) will generate this list after all of the contributors have been entered.
- d. E-Qual Report: Print out the online Qualifying Contributions collected by [E-Qual](#). Remember to close the [E-Qual](#) report.
- e. Qualifying Contribution Paper Slips: Organize slips by county.
- f. Check: Made out to the Citizens Clean Elections Fund, from the candidate's campaign account for the total number of five dollar Qualifying Contributions.

If a candidate has all the required paperwork, the Secretary of State's Office will select a random sample of Qualifying Contributions to send to the respective county for verification. The counties will have 10 days to verify the random sample and report to the Secretary of State's Office which Qualifying Contribution slips qualify. The Secretary of State's Office will take the remaining number and perform the statutory calculation to determine the number of Qualifying Contributions. If this number exceeds 110% of the threshold, the candidate is presumed to have qualified and the Secretary of State's Office notifies CCEC. If the number falls below 110%, then all the candidate's Qualifying Contributions are sent to the counties for verification. If the resulting number of verified Qualifying Contributions satisfies the statutory minimum, then the candidate will qualify as a participating candidate and be eligible to receive Clean Elections funding.⁴⁶

⁴⁶ [A.R.S. § 16-950\(C\)](#).

CHAPTER 4

Independent Nomination Process

A. Preparing to File

Instead of seeking a nomination as a recognized political party nominee through a Primary Election, an aspiring candidate who is not registered with a recognized political party (*i.e.*, an “independent” or “unaffiliated” candidate) may seek “independent nomination” to appear on the General Election ballot as a candidate for partisan office by filing the requisite number of nomination petition signatures with the filing officer. Such an “independent” or “unaffiliated” candidate who meets this threshold will be placed directly on the General Election ballot, along with a three-letter “party” designation. However, a candidate may not seek a nomination in this manner if the candidate filed nomination petitions for the Primary Election and failed to qualify due to insufficient valid signatures.⁴⁷

B. Filing Procedures

Similar to candidates seeking nomination by political party primary, candidates seeking independent nomination must timely file a statement of interest, nomination paper, and a requisite number of nomination petition signatures with the appropriate filing officer. Non-federal candidates must also file a financial disclosure statement if applicable.⁴⁸ A federal candidate is not required to file a financial disclosure statement, but has the option to file a statement on recall with the Secretary of State.⁴⁹

Nomination signatures may be gathered on a hard-copy independent nomination petition form prescribed by the Secretary of State or, for federal, statewide, and legislative candidates, through [E-Qual](#), the Secretary of State’s online petition signature portal. A filing officer will process (and in appropriate cases reject) independent nomination petition signatures in the same manner as partisan and nonpartisan nomination petitions.⁵⁰

1. Process

A candidate seeking a nomination other than by primary to be placed on the General Election ballot should follow the instructions in Chapter 2 to create an account in [Candidate Portal](#).

2. When to File

An independent candidate running for a federal, statewide, or legislative office must file their paperwork with the Secretary of State’s Office no more than 150 days and no less than 120 days prior to the Primary

⁴⁷ [A.R.S. § 16-341\(A\), \(B\), \(D\)](#); [A.R.S. § 16-502\(E\)](#).

⁴⁸ [A.R.S. § 16-311\(D\)](#); [A.R.S. § 16-314\(A\)](#); [A.R.S. § 16-341\(E\), \(K\)](#).

⁴⁹ [A.R.S. § 19-222](#).

⁵⁰ [A.R.S. § 16-316](#); [A.R.S. § 16-317](#); [A.R.S. § 16-318](#). Likewise, if an independent candidate’s nomination petitions are challenged in court, the applicable County Recorder must review the challenged signatures in the same manner as partisan or nonpartisan nomination petitions.

Election in which they wish to appear on the ballot.⁵¹ For the August 4, 2020 Primary Election, **candidates must file their paperwork between March 7 and April 6, 2020 by 5:00 P.M.**

An independent statewide or legislative candidate seeking public funding under the Citizens Clean Elections Act may file the nomination documents with the Secretary of State beginning January 2 of an election year.⁵²

A candidate who does not file the requisite nomination documents by 5:00 P.M. on the last day for filing is not eligible to have their name printed on the General Election ballot.⁵³

3. What to File

Independent candidates for federal office (except the presidency) must file:

- a. Nomination Paper and Declaration of Qualification
- b. Nomination Petition forms
- c. Statement of Interest

Candidates for the office of U.S. Senator or Representative in Congress have the option of filing an optional Statement on Recall agreeing to resign if not re-elected on a recall vote. If a candidate chooses to file this statement, the Secretary of State will provide the statement to the public.⁵⁴

Independent candidates for either a statewide or legislative office must file:

- a. Nomination Paper and Declaration of Qualification
- b. Nomination Petition forms
- c. Financial Disclosure Statement
- d. Statement of Interest

As discussed in Chapter 2, all candidates must generate the Nomination Paper, Statement of Interest, and Financial Disclosure Statement in [Candidate Portal](#). Please note that candidates are prohibited from filing documents to run for more than one office at the same election if the candidate cannot serve in both positions if elected to both.⁵⁵

Nomination Petition forms must be organized by county prior to filing. If a candidate is missing any paperwork, or fails to have the petition forms properly organized, the candidate will be asked to fix the error and return at a later time.

⁵¹ [A.R.S. § 16-341\(C\)](#).

⁵² [A.R.S. § 16-951\(B\)](#).

⁵³ [A.R.S. § 16-311\(H\)](#).

⁵⁴ [A.R.S. § 19-221](#).

⁵⁵ [A.R.S. § 38-296.01](#).

Please review the filing instructions on our candidate filing website at:
<https://azsos.gov/elections/candidate-filing>.

4. Where to File

Candidates must file their nomination paperwork with the Secretary of State's Office located in Phoenix at 1700 W. Washington St. on the Seventh Floor. The Secretary of State's Office has published an appointment calendar for candidates to schedule a time to file their nomination packet. Candidates are highly encouraged to make appointments to avoid long wait times. The appointment scheduler is available at: <https://azsos.gov/elections/candidate-filing>.

CHAPTER 5

Write-In Candidate Process

C. Becoming an Official Write-In Candidate

In lieu of seeking a nomination to appear on a primary or general election ballot, a person may run as a write-in candidate if the person files the required documentation in advance of the election and, for primary write-in candidates, meets applicable minimum vote requirements.⁵⁶

Becoming an official write-in candidate requires the officer in charge of elections to tabulate any write-in votes for the candidate and include those results in the official canvass of the election.⁵⁷ To qualify as an official write-in candidate, a candidate must timely file a write-in nomination paper and, if applicable, a financial disclosure statement with the appropriate filing officer.⁵⁸ A federal write-in candidate is not required to file a financial disclosure statement but has the option to file a statement on recall with the Secretary of State.

A person may not seek a write-in candidacy in the Primary Election if they filed a nomination petition for that primary and failed to submit a sufficient number of valid signatures, withdrew from the Primary Election after a petition challenge in court, or was removed from the Primary Election ballot or otherwise found to be ineligible by a court of law. A person may not seek a write-in candidacy in the General Election for the same reasons listed above as to Primary Elections. In addition, if the candidate ran and lost in the preceding Primary Election or did not receive the requisite number of votes required to proceed to the General Election, that candidate may not seek a write-in candidacy in the General Election for the same office.⁵⁹

D. Filing Procedures

1. Required Paperwork

A person seeking to be a write-in candidate must file a nomination paper and, if applicable, financial disclosure statement via [Candidate Portal](#).⁶⁰ When applicable, the Statement on Recall can be filed with the Secretary of State's Office. Please refer to Chapter 2 for directions on how to create a [Candidate Portal](#) account.

2. Timeframe/Deadlines

For those who want to become an official write-in candidate in the Primary Election, the first day to file is **March 7, 2020** and the deadline is **June 25, 2020 at 5:00 P.M.**⁶¹

⁵⁶ [A.R.S. § 16-312](#).

⁵⁷ [A.R.S. § 16-312](#).

⁵⁸ [A.R.S. § 16-312\(A\), \(C\)](#); [A.R.S. § 18-444\(A\), \(F\)](#); [A.R.S. § 38-543](#).

⁵⁹ [A.R.S. § 9-821.01](#); [A.R.S. § 16-312\(F\)](#); [A.R.S. § 16-645](#).

⁶⁰ [A.R.S. § 16-312\(A\), \(C\)](#).

⁶¹ [A.R.S. § 16-311](#); [A.R.S. § 16-312\(B\), \(C\)](#).

For those who want to become an official write-in candidate in the General Election, the first day to file is **March 7, 2020** and the deadline is **September 24, 2020 at 5:00 P.M.**⁶²

A write-in candidate to fill a vacancy that occurs after the official ballots have been printed must file the required documents no later than five days before the election.⁶³

A write-in candidate who intends to run in a school district, special taxing district, or precinct committeeman election that may be canceled due to an insufficient number of candidates seeking election must file the required documents no later than 76 days before the election in question.⁶⁴ A statewide or legislative candidate seeking public funding under the Citizens Clean Elections Act may not run as a write-in candidate in the primary or General Election.⁶⁵

⁶² [A.R.S. § 16-312\(B\)](#).

⁶³ [A.R.S. § 16-312\(B\)](#).

⁶⁴ [A.R.S. § 16-312\(B\)](#); [A.R.S. § 16-343\(D\)](#).

⁶⁵ [A.R.S. § 16-950\(E\)](#).

CHAPTER 6

Judicial Retention Filing Process

Arizona Supreme Court Justices, Court of Appeals judges, and Superior Court judges are initially appointed by the Governor.⁶⁶ When the judicial appointee's first term expires, the justice or judge who wishes to continue to serve must submit their name to appear on the General Election ballot.⁶⁷

A justice or judge who desires to have their name placed on the General Election ballot to be retained in office must file a declaration of their intent to be retained with the Secretary of State's Office between **August 5, 2020 and September 4, 2020 at 5:00 P.M.**⁶⁸

Justices and judges must file a personal financial disclosure statement covering the preceding twelve month period at the time of filing their declaration of candidacy.⁶⁹ The financial disclosure statement is available through the Secretary of State's online [Candidate Portal](#).⁷⁰ Please refer to Chapter 2 for instructions on how to create a [Candidate Portal](#) account or contact the Secretary of State's Office for assistance.

⁶⁶ [Ariz. Const. Art. VI, § 37\(C\)](#).

⁶⁷ [Ariz. Const. Art. VI, § 38\(A\)](#); [A.R.S. § 12-101](#); [A.R.S. § 12-120.01](#); [A.R.S. § 12-121](#).

⁶⁸ [Ariz. Const. Art. VI, § 38\(A\), \(B\)](#).

⁶⁹ [A.R.S. § 38-543](#); [Sup. Ct. Rules, Rule 81, Code of Jud. Conduct, Rule 3.15](#); [Order in the Matter of: Judge Pro Tempore Financial Disclosure, Ariz. Administrative Order No. 95-1 \(1995\)](#).

⁷⁰ [A.R.S. § 38-543](#).

CHAPTER 7

Signature Requirements for Candidates

A. How Signature Requirements Are Determined

Arizona statute specifies how many nomination petition signatures an aspiring candidate (excluding candidates for precinct committeemen) must collect in order to qualify for the ballot.⁷¹

1. United States Representative in Congress

For candidates seeking to run for the nomination of a recognized political party, the minimum number of signatures required for the office of Representative in Congress is found by calculating at least 1/2 of 1% of the qualified signers⁷² in that district as of January 2, 2020. The maximum number of signatures required is found by calculating 10% of the total qualified signers in that district as of January 2, 2020.⁷³

For independent candidates, the minimum number of signatures required is found by calculating 3% of the total registered voters as of January 2, 2020 who are not members of a recognized political party that will be accorded representation on the general election ballot.⁷⁴

2. United States Senator

For candidates seeking to run for the nomination of a recognized political party, the minimum number of signatures required is found by calculating 1/4 of 1% of the total qualified signers in the state as of January 2, 2020. The maximum number of signatures required is found by calculating 10% of the total qualified signers in the state as of January 2, 2020.⁷⁵

For independent candidates, the minimum number of signatures required is found by calculating 3% of the total registered voters as of January 2, 2020 who are not members of a recognized political party that will be accorded representation on the general election ballot.⁷⁶

3. Statewide Office

Signature requirements for statewide offices (*i.e.*, governor or corporation commissioner) are determined using the same formula as the requirements for United States Senator, explained in Section (A)(2) above.

⁷¹ Candidates running for United States President should refer to the Secretary of State's "Running for U.S. President in Arizona Candidate Guide" for nomination requirements. Located at:

<https://azsos.gov/sites/default/files/Running%20for%20President%20Handbook.pdf>.

⁷² A qualified signer means a qualified elector who is 1) a registered member of the party from which the candidate is seeking nomination, 2) a registered member of a political party that is not entitled to continued representation on the ballot (see [A.R.S. § 16-804](#)), or 3) registered as independent or no party preferred. [A.R.S. § 16-321\(F\)](#).

⁷³ [A.R.S. § 16-322\(A\)\(2\)](#).

⁷⁴ [A.R.S. § 16-341\(E\)](#).

⁷⁵ [A.R.S. § 16-322\(A\)\(1\)](#).

⁷⁶ [A.R.S. § 16-341\(E\), \(F\)](#).

4. Legislative Office

For candidates seeking to run for the nomination of a recognized political party, the minimum number of signatures required is found by calculating 1/2 of 1% of the total qualified signers in the district as of January 2, 2020. The maximum number of signatures required is found by calculating 3% of the total qualified signers in the district as of January 2, 2020.⁷⁷

For independent candidates, the minimum number of signatures required is found by calculating 3% of the total registered voters for that district who are not members of a political party that is qualified for representation as of January 2, 2020.⁷⁸

B. United States Representative in Congress

Congressional District	REPUBLICAN		DEMOCRATIC		LIBERTARIAN		INDEPENDENT	
	Min	Max	Min	Max	Min	Max	Min	Max
CD 1	1,415	28,299	1,526	30,511	715	14,301	4,201	-
CD 2	1,371	27,417	1,413	28,261	678	13,566	3,968	-
CD 3	998	19,965	1,405	28,107	640	12,805	3,766	-
CD 4	1,816	36,313	1,187	23,732	766	15,327	4,501	-
CD 5	1,950	39,004	1,434	28,685	862	17,235	5,024	-
CD 6	1,783	35,655	1,451	29,011	838	16,756	4,894	-
CD 7	805	16,105	1,312	26,232	587	11,747	3,448	-
CD 8	1,802	36,030	1,402	28,044	807	16,131	4,726	-
CD 9	1,387	27,735	1,521	30,422	776	15,528	4,511	-

C. Statewide Office and United States Senator

PARTY	MIN	MAX
Republican	6,663	266,523
Democratic	6,325	253,004
Libertarian	3,335	133,397
Independent	39,039	--

⁷⁷ [A.R.S. § 16-322\(A\)\(3\).](#)

⁷⁸ [A.R.S. § 16-341\(E\).](#)

D. Legislative Office

Legislative District	REPUBLICAN		DEMOCRATIC		LIBERTARIAN		INDEPENDENT	
	Min	Max	Min	Max	Min	Max	Min	Max
LD 1	632	3,789	376	2,259	239	1,435	1,398	-
LD 2	310	1,861	403	2,419	181	1,087	1,068	-
LD 3	244	1,463	413	2,479	163	979	957	-
LD 4	298	1,790	379	2,274	185	1,109	1,090	-
LD 5	555	3,331	341	2,048	233	1,398	1,375	-
LD 6	484	2,902	423	2,541	226	1,357	1,320	-
LD 7	314	1,885	509	3,052	180	1,079	1,061	-
LD 8	374	2,242	358	2,148	196	1,175	1,153	-
LD 9	383	2,297	452	2,713	198	1,186	1,156	-
LD 10	387	2,322	435	2,613	196	1,174	1,142	-
LD 11	538	3,228	454	2,724	253	1,515	1,481	-
LD 12	671	4,024	463	2,775	283	1,700	1,647	-
LD 13	535	3,209	412	2,471	244	1,466	1,432	-
LD 14	475	2,852	370	2,219	209	1,255	1,223	-
LD 15	558	3,350	427	2,561	253	1,518	1,475	-
LD 16	579	3,472	427	2,564	271	1,625	1,585	-
LD 17	541	3,248	479	2,872	267	1,602	1,561	-
LD 18	499	2,994	500	3,001	255	1,532	1,485	-
LD 19	263	1,579	396	2,377	188	1,127	1,106	-
LD 20	455	2,732	425	2,550	238	1,430	1,389	-
LD 21	484	2,902	420	2,518	234	1,406	1,376	-
LD 22	654	3,926	447	2,682	265	1,592	1,559	-
LD 23	668	4,008	481	2,884	285	1,709	1,670	-
LD 24	327	1,964	461	2,768	211	1,268	1,226	-
LD 25	548	3,290	399	2,396	240	1,441	1,398	-
LD 26	325	1,948	413	2,480	216	1,294	1,254	-
LD 27	256	1,534	442	2,654	188	1,128	1,105	-
LD 28	472	2,832	441	2,644	228	1,365	1,323	-
LD 29	246	1,477	357	2,144	173	1,038	1,016	-
LD 30	251	1,508	346	2,073	172	1,029	1,007	-

CHAPTER 8

Campaign Contributions

A. When to Form a Candidate Committee

A candidate generally must form a campaign committee before commencing his or her campaign in earnest. More detailed information regarding the requirements for candidate committees can be found in the [Campaign Finance – Candidate Guide](#),⁷⁹ available at www.azsos.gov/elections.

A candidate seeking election to state, county, or city/town public office, including a judge seeking to be retained in office, is required to form a candidate committee upon reaching a certain level of financial activity.⁸⁰ Specifically, for the 2020 election cycle, a prospective candidate who has received contributions or made expenditures (in any combination) of at least \$1,200 in connection with his or her candidacy is required to form a committee within 10 days of reaching that threshold.⁸¹ For example, receiving a \$600 check from a family friend and then spending \$600 on campaign supplies will trigger the registration requirement. Use of a candidate’s own personal monies for campaign purposes counts towards the \$1,200 threshold as well.⁸² If a candidate never reaches the \$1,200 threshold, however, registration and reporting are not required.

Spending “in connection with” one’s candidacy includes more than just the obvious indicators that someone is running for office, such as receiving contributions or purchasing campaign signs.⁸³ It also includes (but is not necessarily limited to) activities such as conducting polling, purchasing email lists, hiring attorneys or consultants, taking out a loan, incurring travel expenses, leasing facilities, purchasing supplies or equipment, or any other expense incurred for campaign purposes. Keep in mind, any contributions received or expenditures incurred before registration are eventually reportable, so a candidate must keep track of all financial activity from the first dollar.⁸⁴

⁷⁹ <https://azsos.gov/sites/default/files/%28FINAL%29%202020-2-4%20Campaign%20Finance%20-%20Candidate%20Handbook.pdf>.

⁸⁰ [A.R.S. § 16-901\(7\)](#); [A.R.S. § 16-905\(A\)](#). Arizona Supreme Court Justices, Court of Appeals judges, and Superior Court judges in Maricopa, Pima, and Pinal Counties seek retention in office pursuant to [Ariz. Const. art. VI, § 38](#) after their initial appointment. Although they are required to form campaign committees if they reach the requisite financial threshold, Arizona judicial ethics rules prohibit judges from personally soliciting campaign contributions. *See* [Sup. Ct. Rules, Rule 81, Code of Jud. Conduct, Rule 4.1\(A\)\(6\)](#).

⁸¹ [A.R.S. § 16-905\(A\)](#); [A.R.S. § 16-906\(A\)](#). Registration thresholds are increased by \$100 in January of each odd-numbered year since enactment in 2016 pursuant to [A.R.S. § 16-931\(A\)\(1\)](#).

⁸² A candidate’s “personal monies” include all sources of income or wealth available to the candidate or candidate’s spouse. [A.R.S. § 16-901\(40\)](#).

⁸³ Candidate registration is triggered if a candidate raises or spends at least \$1,200 “in connection with” his or her candidacy. [A.R.S. § 16-905\(A\)](#); [A.R.S. § 16-931\(A\)\(1\)](#).

⁸⁴ [A.R.S. § 16-907\(I\)](#).

B. Where to Register a Candidate Committee

A candidate committee is formed by filing a statement of organization with the appropriate filing officer within 10 days of qualifying as a committee. The “filing officer” is the election official that accepts campaign finance reports for the office in question.⁸⁵

- Statewide and legislative candidates must file their statement of organization with the Secretary of State via [Beacon](#).⁸⁶
- County candidates and candidates for certain special taxing districts file either with the County Recorder or with the election department in that particular county.⁸⁷ School district candidates file with the [County School Superintendent](#).⁸⁸ County contact information is available at <https://azsos.gov/elections/voting-election/contact-information-county-election-officials>.
- Candidates for city and town offices file their statements of organization with the city or town clerk.⁸⁹ Contact information for each city and town may be found through the League of Arizona Cities and Towns at <http://www.leagueaz.org/lgd/>.

⁸⁵ [A.R.S. § 16-906\(A\)](#). In Arizona, the “filing officer” is either the Secretary of State or the county, city, or town officer in charge of elections for that jurisdiction who accepts statements and reports for those elections. [A.R.S. § 16-901\(27\)](#).

⁸⁶ [A.R.S. § 16-928\(A\)\(1\)](#).

⁸⁷ [A.R.S. § 16-928\(A\)\(2\)](#).

⁸⁸ [A.R.S. § 16-928\(A\)\(2\)](#); [A.R.S. § 15-422\(A\)](#).

⁸⁹ [A.R.S. § 16-928\(A\)\(3\)](#).

C. Campaign Finance Reporting Dates⁹⁰

PACS AND POLITICAL PARTIES		
Name of Report	Time Period Covered in Report	Report Due Between
2019 1st Qtr Report	Jan 1, 2019 through Mar 31, 2019	Apr 1, 2019 and Apr 15, 2019
2019 2nd Qtr Report	Apr 1, 2019 through Jun 30, 2019	Jul 1, 2019 and Jul 15, 2019
2019 3rd Qtr Report	Jul 1, 2019 through Sep 30, 2019	Oct 1, 2019 and Oct 15, 2019
2019 4th Qtr Report	Oct 1, 2019 through Dec 31, 2019	Jan 1, 2020 and Jan 15, 2020
2020 1st Qtr Report	Jan 1, 2020 through Mar 31, 2020	Apr 1, 2020 and Apr 15, 2020
2020 2nd Qtr Report	Apr 1, 2020 through Jun 30, 2020	Jul 1, 2020 and Jul 15, 2020
2020 Pre-Primary Report	Jul 1, 2020 through Jul 18, 2020	Jul 19, 2020 and Jul 27, 2020*
2020 3rd Qtr Report	Jul 19, 2020 through Sep 30, 2020	Oct 1, 2020 and Oct 15, 2020
2020 Pre-General Report	Oct 1, 2020 through Oct 17, 2020	Oct 18, 2020 and Oct 26, 2020*
2020 4th Qtr Report	Oct 18, 2020 through Dec 31, 2020	Jan 1, 2021 and Jan 15, 2021
<p><i>*Effective April 15, 2018, if a reporting deadline falls on a weekend or holiday, the deadline is extended to next business day. See A.R.S. § 1-243(A), A.R.S. § 1-303.</i></p>		

⁹⁰ These tables do not include potential filing deadlines provided by the Clean Elections Act. Please contact the Citizens Clean Elections Commission for further information.

STATEWIDE AND LEGISLATIVE CANDIDATES		
Name on Report	Time Period Covered in Report	Report Due Between
2019 Annual Report	Jan 1, 2019 through Dec 31, 2019	Jan 1, 2020 and Jan 15, 2020
2020 1st Qtr Report	Jan 1, 2020 through Mar 31, 2020	Apr 1, 2020 and Apr 15, 2020
2020 2nd Qtr Report	Apr 1, 2020 through Jun 30, 2020	Jul 1, 2020 and Jul 15, 2020
2020 Pre-Primary Report	Jul 1, 2020 through Jul 18, 2020	Jul 19, 2020 and Jul 27, 2020*
2020 3rd Qtr Report	Jul 19, 2020 through Sep 30, 2020	Oct 1, 2020 and Oct 15, 2020
2020 Pre-General Report	Oct 1, 2020 through Oct 17, 2020	Oct 18, 2020 and Oct 26, 2020*
2020 4th Qtr Report	Oct 18, 2020 through Dec 31, 2020	Jan 1, 2021 and Jan 15, 2021
<p>Notes:</p> <ul style="list-style-type: none"> • <i>Candidates running for the same office in the next respective election cycle may continue using their existing candidate committee. Statewide candidates seeking election in 2022 to an office with a four-year term (e.g. Corporation Commission, Governor, Secretary of State, Attorney General, Treasurer, and Mine Inspector) are not required to file campaign finance reports during the 2019-2020 election cycle if they have updated their election cycle to 2022 in Beacon. A.R.S. § 16-927(B).</i> • <i>Pursuant to A.R.S. § 16-927(B), the reporting period for a candidate committee’s first campaign finance report of the election cycle shall be cumulative and cover the entire election cycle to date.</i> <p><i>*Effective April 15, 2018, if a reporting deadline falls on a weekend or holiday, the reporting deadline is extended to the next business day. See A.R.S. § 1-243(A), A.R.S. § 1-303.</i></p>		

STANDING COMMITTEES		
Name of Report	Time Period Covered in Report	Report Due Between
2019 Mar Pre-Election Report	Jan 1, 2019 through Feb 23, 2019	Feb 24, 2019 and Mar 4, 2019*
2019 1st Qtr Report	Feb 24, 2019 through Mar 31, 2019	Apr 1, 2019 and Apr 15, 2019
2019 May Pre-Election Report	Apr 1, 2019 through May 4, 2019	May 5, 2019 and May 13, 2019
2019 2nd Qtr Report	May 5, 2019 through Jun 30, 2019	Jul 1, 2019 and Jul 15, 2019
2019 Aug Pre-Election Report	Jul 1, 2019 through Aug 10, 2019	Aug 11, 2019 and Aug 19, 2019*
2019 3rd Qtr Report	Aug 11, 2019 through Sep 30, 2019	Oct 1, 2019 and Oct 15, 2019
2019 Oct Pre-Election Report	Oct 1, 2019 through Oct 19, 2019	Oct 20, 2019 and Oct 28, 2019*
2019 4th Qtr Report	Oct 20, 2019 through Dec 31, 2019	Jan 1, 2020 and Jan 15, 2020
2020 Mar Pre-Election Report	Jan 1, 2020 through Feb 22, 2020	Feb 23, 2020 and Mar 2, 2020*
2020 1st Qtr Report	Feb 23, 2020 through Mar 31, 2020	Apr 1, 2020 and Apr 15, 2020
2020 May Pre-Election Report	Apr 1, 2020 through May 2, 2020	May 3, 2020 and May 11, 2020*
2020 2nd Qtr Report	May 3, 2020 through Jun 30, 2020	Jul 1, 2020 and Jul 15, 2020
2020 Pre-Primary Report	Jul 1, 2020 through Jul 18, 2020	Jul 19, 2020 and Jul 27, 2020*
2020 3rd Qtr Report	Jul 19, 2020 through Sep 30, 2020	Oct 1, 2020 and Oct 15, 2020
2020 Pre-General Report	Oct 1, 2020 through Oct 17, 2020	Oct 18, 2020 and Oct 26, 2020*
2020 4th Qtr Report	Oct 18, 2020 through Dec 31, 2020	Jan 1, 2021 and Jan 15, 2021
<p><i>*Effective April 15, 2018, if a reporting deadline falls on a weekend or holiday, the reporting deadline is extended to the next business day. See A.R.S. § 1-243(A); A.R.S. § 1-303.</i></p>		

ADDITIONAL CCEC REPORTING REQUIREMENTS		
Name of Report	Time Period Covered in Report	Report Due Between
Qualifying Period Report	Jul. 19, 2020 - Jul. 28, 2020	Jul. 29, 2020 - Aug. 2, 2020
Primary Recap Report	Jul. 29, 2020 - Aug. 4, 2020	Aug. 5, 2020 - Aug. 9, 2020
General Recap Report	Oct. 18, 2020 - Nov. 3, 2020	Nov. 4, 2020 - Nov. 8, 2020
<p><i>Clean Elections candidates are responsible for these reports in addition to the reports required pursuant to A.R.S. § 16-927 and listed above. The deadline for filing 2020 CCEC Independent Expenditure Trigger Reports are located on CCEC's website: https://www.azcleelections.gov/run-for-office/campaign-finance-reporting-periods. Please contact CCEC for more information.</i></p>		

CHAPTER 9

General Voter Registration and Election Information

A. Voter Registration

1. Qualifications

A person is qualified to register to vote in Arizona if the person:⁹¹

- Is a United States citizen;
- Will be 18 years old by the next General Election;
- Will have been a resident of Arizona and the county of registration for at least 29 days prior to the next election;
- Can write their name (or make their mark), unless prevented from doing so by physical disability;
- Has not been convicted of treason or a felony, unless their civil rights have been restored; and
- Has not been found by a court to be mentally incapacitated with their voting rights revoked.

In cases of limited guardianship only, a person is not deemed incapacitated and shall retain the right to vote if the person files a petition, has a hearing, and the judge determines that the person retains sufficient understanding to exercise the right to vote.⁹²

2. How to Register to Vote

Eligible Arizona residents may register to vote:

- Online at www.servicearizona.com;
- In-person at the appropriate County Recorder's Office;
- By mailing a completed voter registration form to the appropriate County Recorder's Office;
- When applying for or updating their driver's license or state identification card with the Arizona Department of Transportation's Motor Vehicle Division (AZMVD), whether in-person or online;
- When applying for or updating an application for benefits from a public assistance or disabilities services agency, whether in-person or online.

Voter registration forms are available at government offices and public locations throughout the state and can be downloaded from the Secretary of State's website at www.azsos.gov. Voters can also request a voter registration form from their County Recorder (see page 29 for County Recorder contact information) or the Secretary of State's Office by calling 1-877-THE VOTE (843-8683).

⁹¹ [Ariz. Const. Art. VII, § 2; A.R.S. § 9-822\(A\); A.R.S. § 16-101; A.R.S. § 16-126\(A\); A.R.S. § 16-152.](#)

⁹² [A.R.S. § 14-5304.02.](#)

If an applicant is unable to complete a registration form, another person may assist in completing the form. The person assisting must also sign the registration form on the line provided at the bottom of the form.⁹³

The registration form must also contain the applicant’s Arizona driver’s license number, nonoperating identification license number, or the last four digits of the applicant’s social security number.⁹⁴ If the person has none of the above, a unique identifying number will be assigned by the Secretary of State.⁹⁵

3. Proof of Citizenship Requirement

A registrant must be a United States citizen to be qualified to register to vote.⁹⁶ United States citizenship must be sworn to under penalty of perjury when registering to vote. In addition, under Arizona’s bifurcated or dual-track voter registration system, an acceptable form of documentary proof of citizenship (DPOC) is required to be registered as a “full-ballot” voter. A “full-ballot” voter is entitled to vote for all federal, state, county, and local races as well as state and local ballot measures for which the voter qualifies.

An otherwise eligible registrant who does not submit DPOC and whose citizenship cannot be verified via AZMVD records or other record in the statewide voter registration database is only eligible to register as a “federal-only” voter. A “federal-only” voter is eligible to vote solely in races for federal office in Arizona (including the Presidential Preference Election).

Acceptable DPOC for voter registration purposes includes:

- The applicant’s Arizona driver license or non-driver identification card, issued after October 1, 1996 and not indicating non-citizen status, or a legible photocopy of a driver’s license or nonoperating license from another state within the United States if the license indicates on its face that the applicant has provided satisfactory proof of citizenship.⁹⁷
- A legible photocopy of a birth certificate that verifies citizenship. If the name on the birth certificate is not the same as the registrant’s current legal name, supporting legal documentation is also required (*e.g.*, marriage certificate).⁹⁸
- A legible photocopy of pertinent pages of a United States passport or passport card identifying the applicant.⁹⁹

⁹³ [A.R.S. § 16-152\(A\)\(20\)](#).

⁹⁴ [A.R.S. § 16-121.01\(A\)](#); [A.R.S. § 16-152\(A\)\(12\)](#).

⁹⁵ [A.R.S. § 16-152\(A\)\(12\)](#).

⁹⁶ [Ariz. Const. Art. VII, § 2](#); [18 U.S.C. § 611\(a\) \(2018\)](#); [A.R.S. § 16-101\(A\)\(1\)](#).

⁹⁷ [A.R.S. § 16-166\(F\)\(1\)](#); [Election Services Division, Office of the Secretary of State, Arizona Department of State, ELECTIONS PROCEDURES MANUAL 3–4 \(2019\)](#).

⁹⁸ [A.R.S. § 16-166\(F\)\(2\)](#); [Election Services Division, Office of the Secretary of State, Arizona Department of State, ELECTIONS PROCEDURES MANUAL 4–5 \(2019\)](#).

⁹⁹ [A.R.S. § 16-166\(F\)\(3\)](#); [Election Services Division, Office of the Secretary of State, Arizona Department of State, ELECTIONS PROCEDURES MANUAL 5 \(2019\)](#).

- Presentation to the County Recorder of United States naturalization documents or the applicant’s alien registration number, naturalization certificate number, or citizenship certificate number.¹⁰⁰
- The applicant’s Bureau of Indian Affairs Card Number, Indian Census Number, Tribal Treaty Card Number, or Tribal Enrollment Number, or a legible photocopy of a Tribal Certificate of Indian Blood or Tribal or Bureau of Indian Affairs Affidavit of Birth.¹⁰¹

4. Voter Registration Deadline

An applicant must register to vote at least 29 days before an election in order to be eligible to vote in that election.¹⁰²

A voter registration returned to a County Recorder or the Secretary of State by mail is timely for voting in the next election if it is:

- Postmarked by the applicable voter registration deadline *and* received by the County Recorder by 7:00 P.M. on Election Day;¹⁰³ or
- Dated by the applicable voter registration deadline *and* received by the County Recorder by first class mail within five days after the voter registration deadline for that election.¹⁰⁴

If a registration form is received by the County Recorder from persons, groups, or agencies that are not authorized to accept voter registrations and does not bear a legible postmark date or an otherwise reliable date, the effective date of registration will be the date that those forms are received by the County Recorder.

5. Voter Registration Deadline for UOCAVA Registrants

Any absent uniformed services or overseas voter as defined by the Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA) are permitted to register to vote using the Federal Post Card Application (FPCA) or to register and vote using the Federal Write-In Absentee Ballot (FWAB) up until 7:00 P.M. on Election Day.¹⁰⁵ A completed FPCA or FWAB is timely if received by the County Recorder’s or Secretary of State’s Office via mail, email, or fax by 7:00 P.M. on Election Day.¹⁰⁶

¹⁰⁰ [A.R.S. § 16-166\(F\)\(4\)](#); [Election Services Division, Office of the Secretary of State, Arizona Department of State, ELECTIONS PROCEDURES MANUAL 5 \(2019\)](#).

¹⁰¹ [A.R.S. § 16-166\(F\)\(6\)](#); [Election Services Division, Office of the Secretary of State, Arizona Department of State, ELECTIONS PROCEDURES MANUAL 5–6 \(2019\)](#).

¹⁰² [A.R.S. § 16-120\(A\)](#); [A.R.S. § 16-134\(C\)](#). If the 29-day registration deadline falls on a weekend or state holiday (regardless of whether a particular county office is open for business), the registration deadline is extended to the next business day for state government. For example, if the registration deadline falls on Columbus Day (a Monday), a registrant is qualified to vote in the next election if they register on the next day, Tuesday. [A.R.S. § 16-120\(B\)](#); *see also* [A.R.S. § 1-301\(A\) \(listing state holidays\)](#).

¹⁰³ [A.R.S. § 16-134\(C\)\(1\)](#).

¹⁰⁴ [A.R.S. § 16-134\(C\)\(2\)](#).

¹⁰⁵ [A.R.S. § 16-103\(C\)](#); [A.R.S. § 16-543.02\(B\)](#).

¹⁰⁶ [A.R.S. § 16-103\(C\)](#).

Any United States citizen who has never resided in the United States but whose parent is a United States citizen who is registered to vote in Arizona is eligible to register to vote in Arizona using the FPCA and may register and vote in Arizona using the FWAB.¹⁰⁷

The Secretary of State's office allows FPCA forms, early ballot requests, and early ballots to be faxed to and from military and overseas voters. Voted early ballots may be faxed from military and overseas voters or submitted through Arizona's secured ballot upload system.¹⁰⁸

More information regarding registration and voting by military and overseas voters can be obtained at <https://azsos.gov/elections/voting-election/military-and-overseas-voters>.

6. Voter Information Changes

Voters who have a name change, address change, or change of political party affiliation must update their information online at www.servicearizona.com or must submit a new voter registration form. Out-of-county address changes and changes of political party affiliation must be submitted to the County Recorder by the applicable deadline for the change to be effective for the next election.¹⁰⁹

B. Voting in the Election

1. Voter Identification Requirement

Voters are required to show identification (ID) at the polling place or vote center before receiving a ballot on Election Day.¹¹⁰ The same voter ID requirements now also apply to in-person early voting, including at an on-site early voting location, emergency early voting center, or through personal early ballot delivery by a special election board.

Acceptable forms of voter ID fall into one of three categories:

- **Photo ID (List 1):** A valid photo identification with the voter's photograph, and name and address that reasonably match the name and address in the signature roster or e-pollbook.
 - Valid Arizona driver's license;
 - Valid Arizona nonoperating identification card;
 - Tribal enrollment card or other form of tribal identification; or
 - Valid United States federal, state, or local government issued identification.¹¹¹

¹⁰⁷ [A.R.S. § 16-103\(E\)](#); [A.R.S. § 16-593\(A\)\(9\)](#).

¹⁰⁸ [A.R.S. § 16-543](#). Arizona's UOCAVA Portal is located at <https://my.arizona.vote/UOCAVA2/default.aspx>.

¹⁰⁹ [A.R.S. § 16-120](#); [A.R.S. § 16-135](#); [A.R.S. § 16-136](#); [A.R.S. § 16-137](#).

¹¹⁰ [A.R.S. § 16-579\(A\)\(1\)](#).

¹¹¹ [A.R.S. § 16-579\(A\)\(1\)\(a\)](#).

- **Non-Photo ID (List 2):** Two separate pieces of valid non-photo identification with the voter’s name and address that reasonably match the name and address in the signature roster or e-pollbook.¹¹²
 - Utility bill dated within 90 days of the election (e.g. a bill for electric, gas, water, solid waste, sewer, telephone, cellular phone, or cable television);
 - Bank or credit union statement dated within 90 days of the election;
 - Valid Arizona vehicle registration;
 - Valid Arizona vehicle insurance card;
 - Valid Indian or Native American census card;
 - Property tax statement for the voter’s residence;
 - Tribal enrollment card or other form of tribal identification;
 - Valid Recorder’s Certificate;
 - Any valid United States federal, state, or local government-issued identification; or
 - Any mailing to the voter’s residence marked “Official Election Material,” including a voter registration card.¹¹³

- **Hybrid (List 3):** Certain combinations of documents from Lists 1 and 2, including:
 - A valid photo identification from List 1 with an address that does not reasonably match the address in the signature roster or e-pollbook, *plus* a document from List 2 with an address that does reasonably match the voter’s address in the signature roster or e-pollbook;
 - A valid United States passport or passport card, *plus* a document from List 2; or
 - A valid United States military identification, *plus* one valid form of non-photo identification from List 2.¹¹⁴

Acceptable forms of tribal identification include, but are not limited to:

- A tribal identification or enrollment card issued under the authority of a federally-recognized Indian tribe, nation, community, or band, a tribal subdivision or the Bureau of Indian Affairs;
- A Certificate of Indian Blood issued to a tribal member under the authority of a tribe or by the Bureau of Indian Affairs;
- A voter identification card issued under the authority of a federally-recognized tribe;

¹¹² Any document from List 2 may be presented electronically, such as on a tablet or smartphone.

¹¹³ [A.R.S. § 16-579\(A\)\(1\)\(b\)](#).

¹¹⁴ [A.R.S. § 16-579\(A\)\(1\)](#).

- A home site assignment lease, permit or allotment issued under the authority of a tribe, tribal subdivision, or by the Bureau of Indian Affairs; or
- A grazing permit or allotment issued to a tribal member under the authority of a tribe, tribal subdivision, or by the Bureau of Indian Affairs.

Voter identification is “valid” unless it can be determined on its face that it has expired.¹¹⁵ For more information on the requirement for showing proof of identity at the polls, please visit the Secretary of State’s website at www.azsos.gov or call 1-877-THE-VOTE.

2. Early Voting

a. In-Person/On-Site Early Voting

Any voter may vote early beginning 27 days before Election Day through 5:00 P.M. on the Friday before Election Day. Voters may vote early in person at the County Recorder’s Office or any other in-person early voting locations established by the County Recorder.¹¹⁶ Notices of withdrawals and official write-in candidates will be posted at early voting locations.¹¹⁷

b. Ballot-By-Mail

Voters may vote early by mail. A voter may request a ballot-by-mail from the County Recorder beginning 93 days before an election.¹¹⁸ The County Recorder may begin mailing ballots-by-mail to eligible voters starting 27 days before the election.¹¹⁹ The deadline to request a ballot-by-mail is 5:00 P.M. on the second Friday before the election (*i.e.*, 11 days before the election).¹²⁰

Ballots-by-mail must be signed and returned to the County Recorder or other officer in charge of elections or dropped off at any polling place or vote center by 7:00 P.M. on Election Day. County Recorders’ offices will remain open until 7:00 P.M. on Election Day to accept ballots-by-mail. Ballots-by-mail may also be dropped off at any early voting location or other designated ballot drop-off location or drop-box.¹²¹

¹¹⁵ [A.R.S. § 16-579\(A\)\(1\)\(a\)](#).

¹¹⁶ [A.R.S. § 16-542\(E\)](#).

¹¹⁷ [A.R.S. § 16-312\(E\)](#); [A.R.S. § 16-343\(G\)](#).

¹¹⁸ [A.R.S. § 16-542\(A\)](#). An early or ballot-by-mail request from a UOCAVA voter is valid if it is received by the County Recorder or other officer in charge of elections anytime during the calendar year. Such requests are valid through the next regular General Election, unless a different time period (not exceeding the next two regular General Elections) is designated by the voter. [52 U.S.C. §§ 20301–20311 \(2018\)](#); [A.R.S. § 16-542\(B\)](#).

¹¹⁹ [A.R.S. § 16-542\(C\)](#).

¹²⁰ [A.R.S. § 16-542\(E\)](#).

¹²¹ [A.R.S. § 16-548\(A\)](#); [A.R.S. § 16-551\(C\)](#).

c. Permanent Early Voting List

Voters may choose to be placed on the permanent early voting list (PEVL), which allows a voter to receive a ballot-by-mail for every election that voter is eligible to vote in, without having to submit a separate ballot-by-mail request for each election.

To be placed on the PEVL, the voter must make the selection on their voter registration application or contact their County Recorder. Once placed on the PEVL, a ballot will automatically be mailed to the voter unless the voter has timely notified the appropriate county recorder that they do not wish to receive a ballot-by-mail for that election.¹²²

d. Emergency Early Voting¹²³

Upon resolution of the Board of Supervisors, a county may establish and operate one or more emergency voting centers between 5:00 P.M. on the Friday preceding the election and 5:00 P.M. on the Monday preceding the election. An “emergency” means any unforeseen circumstance that would prevent a voter from voting at the polling place.¹²⁴

- Before receiving a ballot at an emergency early voting center, a voter must provide identification as prescribed by [A.R.S. § 16-579](#) (see Chapter 9, Section (B)(1), p. 35–37 above for more details on the identification requirement).¹²⁵
- The voter must also sign a statement under penalty of perjury containing substantially the following language:
 - “I declare under penalty of perjury that I am experiencing or have experienced an emergency after 5:00 P.M. on the Friday immediately preceding the election and before 5:00 P.M. on the Monday immediately preceding the election that will prevent me from voting at a polling place on Election Day.”

Voters should contact their County Recorder or other county officer in charge of elections for further details about the availability of and requirements for emergency voting.

3. Voter Assistance

A voter may be accompanied by a minor or assisted by a person of their choice in the voting booth or be assisted by two election officials, one from each major political party. However, a person who is a candidate for an office in that election, other than the office of precinct committeeman, is not eligible to assist any voter.¹²⁶ To avoid the appearance of impropriety, undue influence on the voter, or a violation of [A.R.S. §](#)

¹²² [A.R.S. § 16-544\(F\)](#).

¹²³ [Election Services Division, Office of the Secretary of State, Arizona Department of State, ELECTIONS PROCEDURES MANUAL 65 \(2019\)](#).

¹²⁴ [A.R.S. § 16-542\(H\)](#).

¹²⁵ [A.R.S. § 16-542\(I\)](#).

¹²⁶ [A.R.S. § 16-1013](#).

[16-1013](#), in no instance shall any person, other than an election official, approach prospective voters in line or in a polling site to offer unsolicited assistance.¹²⁷

C. Additional Information

1. Opening Primary System

Arizona’s open primary law allows voters registered as independent, unaffiliated, or with no party preference and members of a party without ballot recognition to vote the partisan Primary Election ballot of one of the recognized political parties of the voter’s choice.¹²⁸ Only names of candidates of “recognized” parties appear on that party’s Primary Election ballot. Voters registered in a recognized political party may vote only the Primary Election ballot of that political party.¹²⁹

If a registered voter is not affiliated with a recognized political party and wishes to vote in a partisan Primary Election, the voter shall identify on the ballot-by-mail request or at the voting location the recognized political party ballot that the voter would like to receive.¹³⁰

2. Electioneering

Electioneering occurs when a person knowingly and intentionally expresses verbal support for, or opposition to, a candidate who appears on the ballot in that election, a ballot question that appears on the ballot in that election or a political party with one or more candidates who appear on the ballot in that election in order to induce or compel another person to vote in a particular manner or to refrain from voting.¹³¹

It is a class 2 misdemeanor for any person to attempt to influence a person’s vote within 75 feet of a polling place, vote center, or early voting location.¹³² A person shall not be allowed to remain inside the 75-foot limit while the voting location is open, except for the purpose of voting, and no electioneering may occur within the 75-foot limit.¹³³

Except in the case of a voting location with an emergency designation, electioneering must be permitted outside the 75-foot limit at any facility designated as a voting location. A list of voting locations with an emergency designation, the reason the emergency designation was granted, and the number of attempts that

¹²⁷ [Election Services Division, Office of the Secretary of State, Arizona Department of State, ELECTIONS PROCEDURES MANUAL 184–85 \(2019\)](#).

¹²⁸ [Ariz. Const. art. VII, § 10](#). Recognized parties are parties that have ballot representation through the new party petition process or have qualified for continued representation as provided in [A.R.S. § 16-804](#).

¹²⁹ [A.R.S. § 16-467\(B\)](#).

¹³⁰ [A.R.S. § 16-544\(G\)\(2\)](#).

¹³¹ [A.R.S. § 16-515\(I\)](#).

¹³² [A.R.S. § 16-515\(H\)](#); [A.R.S. § 16-1018\(1\)](#).

¹³³ [A.R.S. § 16-515\(A\)](#).

were made to find a polling place before granting the designation may be found on the County Recorder’s website.¹³⁴

An election official, an appointed political party representative, or a challenger shall not wear, carry, or display materials that identify or express support for, or opposition to, a candidate, a political party or organization, a ballot question, or any other political issue, and shall not electioneer within the 75-foot limit.¹³⁵

3. Election Night Reporting

The Secretary of State’s Office will begin displaying unofficial election results at 8:00 P.M. on Election Night. All results are unofficial, including contests that may be “called” by the media, until the official canvass of election results is adopted.¹³⁶

¹³⁴ [A.R.S. § 16-411\(H\)](#).

¹³⁵ [A.R.S. § 16-515\(F\)](#).

¹³⁶ [Election Services Division, Office of the Secretary of State, Arizona Department of State, ELECTIONS PROCEDURES MANUAL 235 \(2019\)](#).

APPENDIX A

Candidate Checklist

Candidates must have the following documents before our office can process the filing:

1. Nomination Petition Signature Sheets

- a. Must be organized by county
- b. If you have signature collected via [E-Qual](#), close your electronic petition and print before you come to file.
 - Sign the circulator page.
- c. Avoid common pitfalls:
 - Sheets should be double-sided with the front containing signatures and the back containing the circulator affidavit
 - Each sheet must clearly identify who is running and for which office
 - The back of each sheet must be properly filled out by the circulator

2. Three documents must be completed via the [Candidate Portal](#) before filing. Have questions about Candidate Portal? Email candidate@azsos.gov or call us at 602-542-8683

- a. Nomination Paper
- b. Financial Disclosure Statement
- c. Statement of Interest (Must be filed via Candidate Portal before collecting petition signatures or by Jan. 2, 2020, if signature collection started before August 27, 2019)

3. Candidates participating in Clean Elections must also have:

- a. Clean Elections Application for Certification
- b. Clean Elections Application for Funding
 - Select the appropriate boxes for funding
 - Sign and date your application
- c. Print-out listing all \$5 Qualifying Contributions (QCs)
 - Generate this report after entering your \$5 QCs in [Beacon](#)
- d. E-Qual report of Qualifying Contributions
 - Close your electronic QC petition and print before you come to file.
- e. Qualifying contribution paper slips
 - Should be organized by county, then best practice is to sort alphabetically within each county

4. Federal Candidates Only: Optional Statement on Recall