

SALT LAKE CITY

2023 ★ ★ ★





CITY RECORDERS'S OFFICE | SALT LAKE CITY CORPORATION

451 S. State St, Suite 415
Salt Lake City, UT, 84111
(801)-535-7671
Elections@slcgov.com

Dear Candidate,

Congratulations on your decision to run for an elected office in Salt Lake City.

This guide contains information necessary to run for office. Included are copies of the Salt Lake City Code governing elections, campaign finance laws, important dates, and forms/instructions on filing your campaign finance statements online. This guide is also available online at www.slc.gov/attorney/recorder/elections.

This package was designed to assist you in your campaign; however, it does not relieve you of your obligation to know the election laws of the State of Utah and Salt Lake City (found respectively in Titles 10 and 20A of the Utah Code and Sections 2.46, and 2.68 of the Salt Lake City Code).

The City Recorder's Office oversees the Salt Lake City election process as well as the candidate filing process. If you have any questions or need more information, please call us at 801-535-7671 or visit office at 451 S. State St, Suite 415. Parking is available in the east semi-circle entered from 200 East and surrounding the building. You can contact us by email at elections@slcgov.com.

Information provided to the City Recorder in conjunction with the election is considered public information and will be released to the public upon request. You may make your residential and mailing address a protected record by providing an alternate address or phone number pursuant to § 63G-2-305(52).

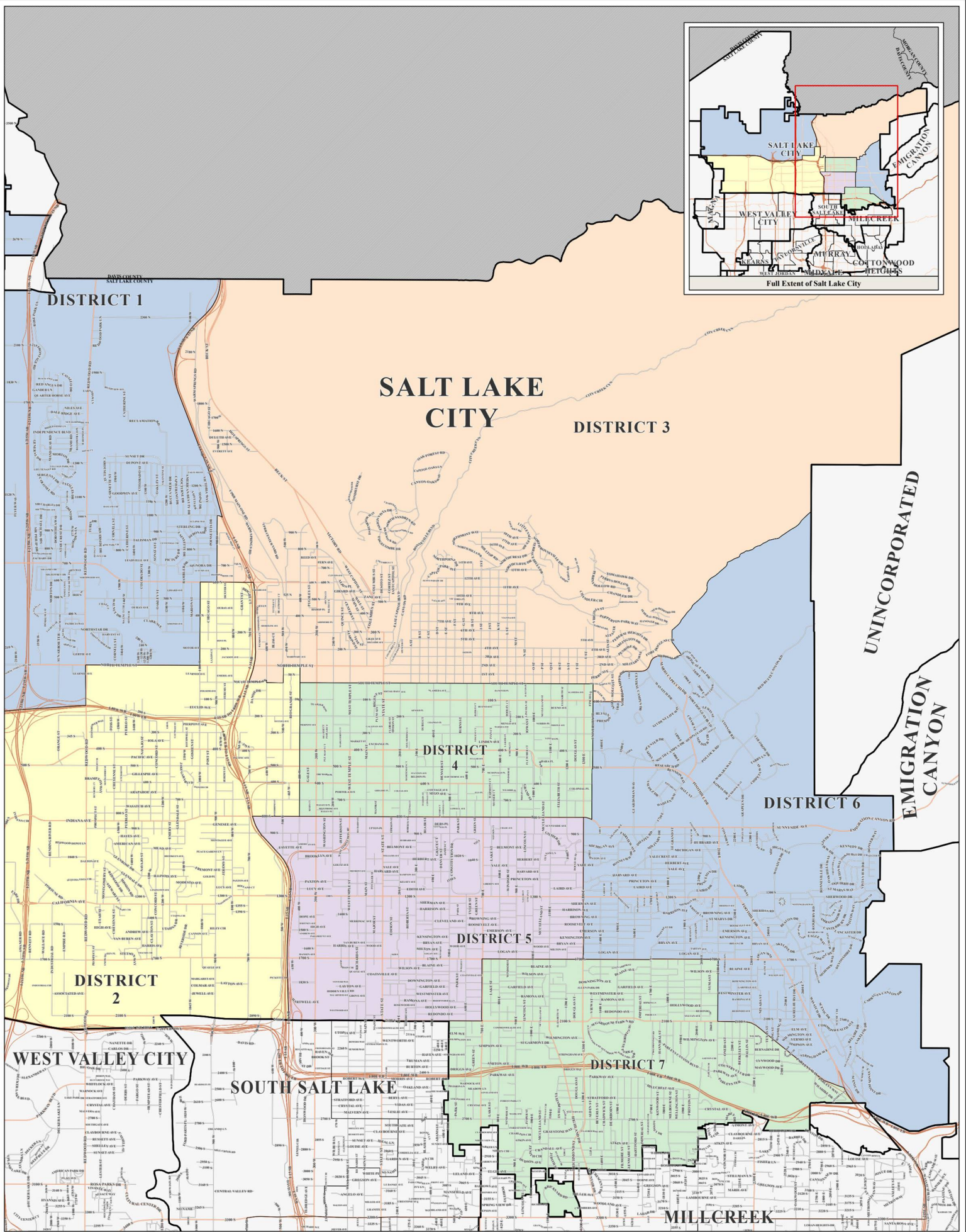
Best wishes for a successful campaign. Sincerely,

Cindy Lou Trishman

Salt Lake City Recorder

Olivia Hoge

Elections Management Coordinator



From the office of:
LANNIE CHAPMAN
Salt Lake County Clerk
2001 S State St
Suite 2100
Salt Lake City, UT 84111
(801) 468-7400

In conjunction with the offices of:
SALT LAKE COUNTY ANCESTRY
Salt Lake County Council
Salt Lake County Mayor
Salt Lake County Recorder
Salt Lake County Surveyor
Map created 1/31/2023

Salt Lake City



Section I

Important Dates

- General Dates and Deadlines
- Campaign Finance Dates

2023 ★★



SLC 2023 ELECTION DATE AND DEADLINES

Municipal Alternative Voting Methods Pilot Project Commitment Withdrawal Deadline		
Municipalities may participate in the pilot project by providing written notice to the Lt. Governor's office and the County Clerk's office by the stated deadline. This is also the deadline for a municipality to withdraw from the pilot project.	May 1, 2023	UCA §20A-4-602(3)(4)
Candidate Filing Deadlines		
Ranked Choice Voting candidates filing period.	August 8-15, 2023	UCA §20A-4-602(6)
Last day to qualify as a write-in.	September 18, 2023	UCA 20A-9-601(1)
GENERAL ELECTION	November 21, 2023	UCA 20A-1-202(1)
General Election Dates		
Last day to withdraw candidacy and remove name from ballot.	September 22, 2023	UCA §20A-3a-2
Candidate Profile for the State Website due to the Lieutenant Governor's Office.	September 22, 2023	UCA §20A-7-801(4)(a)(ii)
Military and Overseas ballot mailing.	October 2, 2023	UCA §20A-16-403(1)
Sample ballots are made available to voters.	September 22, 2023	UCA §20A-5-405
Vote by Mail ballots distributed via USPS.	Week of October 31, 2023	UCA §20A-3a-202(2)(a)
Voter Registration deadline.	November 13, 2023	UCA §20A-102.5
Last day to conduct Board of Canvassers Meeting. Notwithstanding Section 20A-4-301 a board of municipal canvassers may extend the canvass deadline by up to seven additional days, if necessary, to conduct a recount required under Subsection (10).	December 6, 2023, if no recount is needed. December 12, 2023 if a recount is needed per §20A-4-603 .	UCA §20A-4-603

Financial Disclosure Deadlines			
Report Name	Period Start Date	Period End Date	Filing Date
July	2/12/2023 after 5 PM	7/1/2023	7/3/2023
Pre-General Election	7/1/2023 after 5 pm	10/5/2023	10/5/2023
28-Day Report	10/5/2023 after 5 PM	(Not yet entered)	10/19/2023
General Election	10/19/2023 after 5 PM	11/14/2023	11/14/2023
Post General Election	11/14/2023 after 5 PM	12/21/2023	12/21/2023
February #4	12/21/2023 after 5 PM	2/12/2024	2/15/2024

*These deadlines are by 5:00pm on the date noted

** During the seven (7) day period before the election, from November 1, 2023-November 7, 2023, each personal campaign committee shall file with the City Recorder a verified report of each contribution over five hundred dollars (\$500.00) within twenty-four (24) hours after receipt of each such contribution. Such report shall contain the information required by SLC Code § 2.46.090(A)(3).

***If a candidate fails to file the campaign finance statement which is due 7 days before the General Election **before 5:00 p.m.**, the candidate will be **disqualified**, and votes cast for the candidate will not be counted.

Section II

General Information

- **How to become a Candidate**
- **City/County Services**
- **Master Ballot Position List**
- **Electronic Voter Information Website**
- **Municipal Campaign Finance Reporting**

2023 ★★ ★



CITY COUNCIL DISTRICTS 2, 4, 6, & 7

SALT LAKE CITY MAYOR

HOW TO BECOME A CANDIDATE

QUALIFICATIONS FOR CANDIDACY

[UCA §10-3-301 & §20A-9-203 ; SLC Code §2.68.010](#)

Anyone wishing to file for candidacy must meet the following qualifications:

1. Be a United States citizen at the time of filing;
2. Be at least 18 years old at the time of the next municipal election;
3. Be a registered voter of the municipality;
4. Be a resident of Salt Lake City for 12 months immediately before the date of the election, and if running for city council, be a resident of the council district for which they seek office for 12 months immediately before the date of election;
5. In accordance with [Utah Constitution Article IV, Section 6](#), a mentally incompetent individual, or an individual convicted of a felony, or an individual convicted of treason or a crime against the elective franchise, may not hold office in Utah until the right to hold elective office is restored under UCA [§20A-2-101.3](#) or [§20A-2-101.5](#).

QUALIFICATIONS FOR WRITE-IN CANDIDATES

Anyone wishing to become a valid write-in candidate must meet the above qualifications, file a Declaration of Candidacy in person and pay the appropriate filing fee 65 days (September 18th by 5:00 p.m.) before the municipal general election. UCA §20A-9-601

FEE REQUIRED

Council Member candidate:

- \$97
- Or in lieu of the fee, submit a petition signed by 75 residents within the council district who are at least eighteen (18) years old. This petition will be construed as an alternative to payment of the required fee for persons for whom such fee would create a financial hardship.

Mayoral candidate:

- \$406
- In lieu of the fee, the person may submit to the city recorder, in addition to the declaration of candidacy, a nominating petition signed by forty-five (45) residents of each council district, for a total of three hundred fifteen (315) residents, who are at least eighteen (18) years old.

DECLARATION OF CANDIDACY – REQUIREMENTS

Candidates must file a “Declaration of Candidacy” form with the City Recorder (see Section VI of this guide). Candidates must file in person during the hours of 8:00 a.m. to 5:00 p.m. from

August 8 to August 15, 2023. The City Recorder's Office is located at 451 S. State Street, Room 415, Salt Lake City, UT. Please note declarations may be accepted in a different location, please refer to the Recorder's Election website for further details closer to August 8, 2023:

<https://www.slc.gov/attorney/recorder/elections/>. UCA §20A-9-602(6)

Any resident of Salt Lake City may also nominate a candidate for Council Member by filing a "Nomination Petition" with the City Recorder between the dates of August 8, 2023, and August 15, 2023, during regular business hours (see Section VI of this guide). The \$97 fee is also required, and the prospective candidate must meet all the requirements to run for office. In lieu of the fee, prospective candidates can gather signatures of 75 residents (who are at least 18 years old) of the council district the prospective candidate wishes to represent.

Any resident of Salt Lake City may also nominate a candidate for Mayor by filing a "Nomination Petition" with the City Recorder between the dates of August 8, 2023, and August 15, 2023, during regular business hours (see Section VI of this guide). A \$399 fee is also required, and the prospective candidate must meet all the requirements to run for office. In lieu of the fee, prospective candidates can gather an additional 45 signatures of residents (who are at least 18 years old), from all council districts, for a total of 315 residents.

Immediately following the filing deadline, the City Recorder will publish the names of candidates in the Salt Lake Tribune as well as on the City Recorder's Website and the Utah Public Notice Website.

Any "Declaration of Candidacy" or "Nomination Petition" will be deemed valid unless a written objection is filed with the City Recorder within five days after the last day of filing. If an objection is made, the City Recorder will immediately email or personally deliver written notice of the objection to the affected candidate and decide on any objection within 48 hours after it is filed. If the City Recorder sustains the objection, the candidate may correct the problem by either amending the declaration/nomination petition within three days after the objection is sustained or by filing a new declaration within three days after the objection is sustained.

Candidates may withdraw candidacy by filing a "Withdrawal of Candidacy" form (see Section VI of this guide). The deadline for withdrawal is September 22, 2023.

PERSONAL CAMPAIGN COMMITTEES

Each candidate must file a "Personal Campaign Committee" form (see Section VI of this guide), with the City Recorder indicating their personal campaign committee has been appointed and giving the name and address of each committee member and designating the secretary of the committee. This information is for internal use, however, if a candidate does not wish to provide their personal address, they can submit an alternative address (either a physical address or an email address). Candidate must also declare to limit campaign contributions and expenditures or decline to limit the campaign contributions and expenditures (see SLC Code Section 2.46.080 and Section VI of this guide).

PERSONAL CAMPAIGN COMMITTEES LEFT OPEN THROUGH ELECTION CYCLE

Candidates may leave campaign committees open through the entire election cycle. If funding remains after the election cycle, the committee will be moved to the next respective election cycle. Those who leave their committees open beyond the election year must make another declaration to limit campaign contributions and expenditures or decline to limit campaign contributions and expenditures on February 15 of the year after the election. The candidate will be required to submit a campaign finance statement on February 15 of each year the funds remain in an open election cycle.

FAIR CAMPAIGN PLEDGE

Each candidate is given the opportunity to voluntarily pledge to follow the basic principles of decency, honesty, and fair play which every candidate for public office in the State of Utah has a moral obligation to observe and uphold, in order that after vigorously contested but fairly conducted campaigns, citizens may exercise their right to a free election, and that the will of the people may be fully and clearly expressed on the issues. (§20A-9-206) (See Section VI of this guide).

CITY/COUNTY ELECTION SERVICES

SALT LAKE COUNTY ELECTION SERVICES

Salt Lake City Corporation contracts with Salt Lake County Elections to manage the following:

- Vote Center Locations
- Poll Workers and Judges
- Ballot Administration
- Voting on Election Day
- Tabulating and Reporting
- Voter Registration Data and Forms

Salt Lake County Elections can provide the following information:

- List of Registered Voters in a Council District
- Voter Registration Forms
- Past Election Statistics

QUESTIONS REGARDING MUNICIPAL ELECTIONS

If voters have questions about which voting precinct they live in, voter registration, or where a vote center is located, they should call the Salt Lake County Elections office at 385-468-7400.

Any other questions, contact: City Recorder's office at 801-535-7671, or by email at elections@slcgov.com. or access the information at www.slc.gov/attorney/recorder/elections.

MASTER BALLOT POSITION LIST

1	2	3	4	5	6	7	8	9	10
Q	P	N	U	Y	M	E	D	T	O

11	12	13	14	15	16	17	18	19	20
H	K	I	L	W	R	F	G	C	X

21	22	23	24	25	26
A	V	Z	B	S	J

ELECTRONIC VOTER INFORMATION WEBSITE

HOW TO SUBMIT YOUR CANDIDATE PROFILE

The Lieutenant Governor's Office provides candidates with the opportunity to submit a candidate profile for the website, VOTE.UTAH.GOV. Your profile includes biographical information, a picture, and a short statement. The candidate profile portal may time out during the submission process; it is recommended that candidates write out their profile details in a separate document to save their work.

HOW DO I SUBMIT MY PROFILE

1. Visit the website **VOTE.UTAH.GOV**. Select the button "Resources for Candidates, Political Groups & Parties" at the bottom of the page.
2. After being directed to a new page, select the option "Submit candidate profile."
3. You will be directed to the UtahID portal. If you do not have a UtahID account, you must create one to proceed. If you already have a UtahID account, simply log in to your account.
4. After creating your UtahID account, you will be prompted for a PIN number. To obtain a PIN number, select your name in the dropdown menu then check your email.
5. After selecting your name in the dropdown menu, you will receive an email with your PIN number. Your PIN number will be sent to the email address that you provided on your declaration of candidacy. It will not be sent to the email address of your UtahID account.

6. After receiving your PIN number, enter it into the website and click "Submit."
7. After entering your PIN number, the website will prompt you to enter your candidate profile. After you have completed your profile, click "Submit for Approval." You have the ability to save and edit your profile **before** the deadline.

Please note, the deadline to submit your candidate profile is September 22, 2023 at 5:00 p.m. (Mountain Time).

PLEASE NOTE: These deadlines are established by law. As a result, late submissions and edits cannot be accepted.

Do you need assistance with your candidate profile? Contact the Utah Lieutenant Governor's Office at 801-538-1041 or via email at elections@utah.gov. Open Monday – Friday, 8:00 am – 5:00 pm (state and national holidays excluded).

VOTER INFORMATION WEBSITE

Vote.utah.gov

MUNICIPAL CAMPAIGN FINANCE REPORTING

REQUIREMENTS BEFORE RECEIVING CAMPAIGN CONTRIBUTIONS

AND MAKING EXPENDITURES

PERSONAL CAMPAIGN COMMITTEES (PCC)

A Personal Campaign Committee is an individual candidate's campaign finance account. It is the responsibility of either the PCC or the candidate to submit information to the City Recorder's Office to provide detailed listings of how they are spending and receiving funds. Please visit 2.46 for more information.

Basics behind a PCC:

- Required for every candidate prior to receiving any contributions or making expenditures
- Register the committee with the City Recorder's Office
- Can add and remove members at any time

LAWS AND LIMITS GOVERNING CAMPAIGN CONTRIBUTIONS

AND CAMPAIGN EXPENDITURES

CONTRIBUTION

- A gift, subscription, donation, loan, advance, or deposit of money or anything of value, including non-monetary contributions such as in-kind contributions and contributions of tangible things.
- Does not include personal services provided without compensation by individuals volunteering their time.

CONTRIBUTIONS PROHIBITED

It is unlawful for any person:

1. Who enters into any contract or seeks to enter into any contract with the city either for the rendition of personal services or furnishing any material, supplies, or equipment to the city or for selling any land or building to the city, if payment for the performance of the contract is to be made in whole or in part from city funds, at any time between the commencement of negotiations for the contract and the later of:
 - a. The completion of performance under the contract, or
 - b. The termination of negotiations for the contract, directly or indirectly to make any contribution to a candidate or personal campaign committee; or
2. Knowingly to solicit a contribution from any such person during any such period.

IN-KIND CONTRIBUTIONS

An in-kind contribution means anything of value other than money, that is accepted by or coordinated with a candidate.

Example:

- Someone makes a website for your campaign, but they don't charge you. This would count as an in-kind contribution.

CONTRIBUTION LIMITS

- City Council - \$790/ per contributor
- Mayor - \$3,720/ per contributor

EXPENDITURES

- Any disbursement from contributions, receipts, or any campaign finance account.
- A purchase, payment, donation, distribution, loan, advance, deposit, gift of money or anything of value made for political purposes.
- An express or implied, legally enforceable contract, promise, or agreement to make any purchase, payment, donation, distribution, loan, advance, deposit, gift of money or anything of value for a political purpose;
- Compensation paid by a candidate for personal services rendered by a person without charge to a reporting entity;
- A transfer of funds by a political committee to another political committee or to a candidate's personal campaign committee as defined or;
- Goods or services provided by a reporting entity to or for the benefit of the candidate for political purposes at less than fair market value
- Shall not include personal services provided without compensation by individuals volunteering their time, or money lent to a candidate by a financial institution in the ordinary course of business.

VOLUNTARY LIMITATION ON CONTRIBUTION AND EXPENDITURES

- Declaration to Limit
 - Contributions to personal campaign
 - City Council - \$3,000 limit
 - Mayor - \$75,000 limit
 - Expenditures
 - City Council - \$15,000 limit
 - Mayor - \$375,000 limit

COORDINATED EXPENDITURE

- An expenditure made by any person in cooperation, consultation, or concert with, or at the request or suggestion of a candidate or the candidate's personal campaign committee, or their agents.
- Includes coordinated advertising on billboards and taxicabs or other ground transportation vehicles, as described in Salt Lake City Code §5.7.010.
- Does not include lawn signs, a sign on a residential property, a bumper sticker, a handheld sign, a sign on the body of a person, a sign on a motor vehicle other than a taxicab or other ground transportation vehicle, or a sign in a part of a building that is not normally used for commercial advertising by a third party.
- An in-kind coordinated expenditure:
 - Shall be valued at the usual and normal value of such expenditure, such as the value of the use of advertising space on billboards or taxicabs or other ground transportation vehicles.
 - Taxicabs or other ground transportation vehicles—treated as rooftop advertising if the sign is located in a space not usually or normally for advertising. Value determined as value of rooftop advertising.

For complete reference to the law, go to Salt Lake City Code 2.46, Campaign Financing, in Section IV of this guide. The summarizations throughout this guide do not relieve you of your obligation to know the election laws of Salt Lake City or the State of Utah.

INFORMATION GUIDE FOR SALT LAKE CITY CODE 2.46.050(H), ACCEPTING CONTRIBUTIONS FROM THOSE UNDER CONTRACT OR SEEKING TO CONTRACT WITH THE CITY

2.46.050: CONTRIBUTIONS TO CANDIDATES; LIMITATIONS:

H. It shall be unlawful for any person:

1. Who enters into any contract or seeks to enter into any contract with the city either for the rendition of personal services or furnishing any material, supplies, or equipment to the city or for selling any land or building to the city, if payment for the performance of the contract is to be made in whole or in part from city funds, at any time between the commencement of negotiations for the contract and the later of: a) the completion of performance under the contract, or b) the termination of negotiations for the contract,

directly or indirectly to make any contribution to a candidate or personal campaign committee; or

2. Knowingly to solicit a contribution from any such person during any such period.

FREQUENTLY ASKED QUESTIONS:

Q: *Does section 2.46.050H apply only to business entities?*

A: No. The prohibition applies to “persons,” which the City Code defines to include “individuals,” “business organizations,” and other kinds of groups. Therefore, if a contract is between the City and an individual, then that individual would not be allowed to contribute under the provision.

Q: *Can an individual contribute to a campaign if a business entity they are affiliated with, or that employs them, has a contract with the City?*

A: Yes, a person may contribute in their individual capacity even if their business entity, or an entity that employs them, has a contract with the City.

Q: *During what period of time does the prohibition apply?*

A: The prohibition applies between the beginning of negotiations for the contract and ends when the performance of the contract is complete or the negotiations terminate, whichever happens last.

Q: *What kinds of contracts does the prohibition not apply to?*

A: The prohibition applies only to contracts for the rendition of personal services to the City, the furnishing of materials, supplies, or equipment to the City, or the selling of land or a building to the City. It doesn't apply to other kinds of contracts such as donation agreements, a lease with the City, or a service (such as utility service) provided by the City. 2.46.010

Q: *If someone submits a proposal in response to an RFP, can a candidate or campaign accept a contribution from them?*

A: Yes, up to the point that the City identifies the contributor as the apparent winner and negotiations begin.

Q: Candidates and campaigns can't knowingly solicit contributions prohibited by 2.46.050(H)(1). Will a candidate or campaign violate 2.46.050(H)(2) if they unknowingly solicit a contribution that is prohibited by 2.46.050(H)(1)?

A: Contributors who are contractors with the City violate 2.46.050(H)(1), even if they are unaware of that section. Therefore, candidates and campaigns would do those potential contributors a favor if they refused those contributions and educated the contractor about the restriction in 2.46.050(H)(1). Also, a candidate or campaign who receives (but didn't solicit) such a contribution might have a defense that they did so unknowingly, but candidates and campaigns should not put on blinders and accept contributions that they could, with reasonable diligence, have determined were from City contractors.

Q: What is the legal consequence of violating the ordinance?

A: A City contractor who makes a contribution prohibited by 2.46.050(H)(1) breaks the law. If a candidate or campaign violates 2.46.050(H)(1), the City Recorder must report the violation to the Mayor, the City Council and the City Attorney. The violation is a criminal offense, and the City Attorney would decide how to deal with that violation, depending on the facts. The candidate or campaign probably would be wise to return the prohibited contribution to the contributor. However, it can't be predicted how the City Attorney would deal with any particular violation, especially if the City Attorney perceived that the candidate or committee and knowingly solicited unlawful contributions figuring that, if caught, they could solve the problem by simply repaying the money.

Q: How can someone know who has an applicable contract with the City?

A: The candidate or campaign can ask the contributor if they are in contract negotiations with the City or have a contract with the City. The City Recorder's office compiles a report (Executive Action Report) listing executed City contracts and agreements, published online. The Report may be accessed by visiting https://dotnet.slcgov.com/Attorneys/CampaignFinance_Public/index.html selecting "General City Business" from the Document Center header (recommended via Chrome browser) and choosing the Executive Action Report folder. The list is sorted by year and is searchable. To obtain a copy of an executed contract, please submit a records request via the City Recorder's website.

FINANCE REPORTING

FILING REQUIREMENTS, DEADLINES, AND PROCEDURES FILING DATES FOR 2023 CAMPAIGN FINANCE STATEMENTS

Financial Disclosure Deadlines			
Report Name	Period Start Date	Period End Date	Filing Date
July	2/12/2023 after 5 PM	7/1/2023	7/3/2023
Pre-General Election	7/1/2023 after 5 pm	10/5/2023	10/5/2023
28-Day Report	10/5/2023 after 5 PM	(Not yet entered)	10/19/2023
General Election	10/19/2023 after 5 PM	11/14/2023	11/14/2023
Post General Election	11/14/2023 after 5 PM	12/21/2023	12/21/2023
February #4	12/21/2023 after 5 PM	2/12/2024	2/15/2024

*These dates are subject to legislative change always refer to the CFS website or City Recorder's Website for definitive deadlines.

During the seven day period before any election, **each personal campaign committee must file with the City Recorder a verified report of each contribution over \$500 within 24 hours after receiving each such contribution.** Such report must contain the information required by SLC Code §2.46.090(A)(4)(b)(2).

OTHER REQUIREMENTS

- All statements are due at 5:00 p.m. on the filing due date.
- If a candidate fails to file the campaign finance statement that is due November 14, seven days before the General Election, before 5:00 p.m., the candidate **will be disqualified and votes for the candidate will not be counted.**

HOW TO FILE FINANCE STATEMENTS

- Electronic Filing – Register with the City Recorder's Office to file online. A tutorial for online reporting system is in Section V of this guide.
- Hard copy – Use Campaign Finance Statement form (see Section VI of this guide).
 - Must be signed and notarized. Free public notary service is available at the Recorder's Office.
 - Deliver to the Recorder's Office, or email to elections@slcgov.com.

Section III

Ranked Choice Voting (RCV), known as Instant Runoff Voting

2023 ★ ★ ★



RANKED CHOICE VOTING

On March 7, 2023, Salt Lake City Council passed Resolution 5 of 2023. This resolution opts for Salt Lake City to participate in the Municipal Alternate Voting Method Pilot Project, also known as Ranked Choice Voting (RCV). Participation in this pilot project changes the voting method from what is known as traditional voting to instant runoff voting and adjusts portions of the election timeline. The 2023 Ranked Choice Voting method has eliminated the necessity of a Primary Election. Ranked Choice Voting is frequently used for single winner elected positions. The practice was used for 23 municipalities in 2021 for Municipal Elections. One of the participating municipalities was Salt Lake City.

Timeline changes due to RCV:

Election Calendar Task	RCV Dates (Without a Primary Election)
Declaration of Candidacy period begins	August 8, 2023
Declaration of Candidacy period ends	August 15, 2023
Municipal Primary Election	Not applicable
Ballots begin to be mailed out via USPS	Week of October 31
Municipal General Election (Last day to submit ballots)	November 21, 2023

Ranked Choice Voting FAQ

Salt Lake City

Quick bullet points:

- Ranked Choice Voting allows voters to select candidates in preferential order
- In Salt Lake City, voters will be able to rank up to 10 candidates
 - Resident's will be able to rank up to 10 candidates due to software limitations.
 - For example – if there are 10 candidates there are 10 preference rankings; if there are 5 candidates, only 5 preference rankings will be listed.
- Date Changes:
 - There will be no Primary Election
 - The Declaration of Candidacy period has moved from June 1-7 to August 8-15, 2023, Monday-Friday from 8:00 AM- 5:00 PM. (When candidates formally declare their intent to run for office, this action is designed to officially place the candidate's name on the ballot).
 - The General Election (Election Day) remains on November 21, 2023. Early voting could begin around November 7, 2023.

- Individuals interested in being placed on the ballot, may begin campaigning at any point of an election cycle so long as they open a Personal Campaign Committee with the Recorder's office for the purposes of raising or spending funds.

What is Ranked Choice Voting?

Ranked Choice Voting (also known as Instant Runoff Voting) can be used (or is best used) for single-winner elected positions. This method was used in 23 municipalities in 2021 for Municipal Elections. One of the participating municipalities was Salt Lake City. A list of all cities participating for the 2023 election can be found at <https://vote.utah.gov/current-election-information/> The method decreases the splitting of the vote (choosing one over the other).

Voters may select candidates in their preferred order, instead of simply voting against the candidate with whom the voter disagrees. In Salt Lake City, voters will be able to rank up to 10 (depending on how many Declare Candidacy in August).

How does it work?

Ballots are printed with the names listed and 10 ranking positions; voters rank the candidates by filling in the bubble in the appropriate column with the preferred ranking. More detailed ballot instructions will be provided with every ballot mailed.

The ranking will be determined based on the following:

- If a candidate has received more than 50% of the overall vote, they are automatically declared the winner of the single-seat race
- If none of the candidates receive more than 50% of the overall vote, the candidate with the lowest percentage of overall votes is eliminated, and those who had the eliminated candidate selected as their first choice will now have their votes counted for the candidate they chose as their second preference. This process of elimination continues until a candidate crosses the 50% threshold and is declared the winner.

What order will the candidates be in?

Candidates are positioned in order of the Master Ballot Position List, which is established on even numbered election years by the Lieutenant Governor's Office in accordance with §20A-6-305. For more information on this process please visit this link: <https://voteinfo.utah.gov/wp-content/uploads/sites/42/2022/03/2022-Master-Ballot-Position.pdf>.

Additionally, here is the current Master Ballot Position List and the order that the 2023 ballot will be in:

MASTER BALLOT POSITION LIST

1	2	3	4	5	6	7	8	9	10
Q	P	N	U	Y	M	E	D	T	O

11	12	13	14	15	16	17	18	19	20
H	K	I	L	W	R	F	G	C	X

21	22	23	24	25	26
A	V	Z	B	S	J

Candidates are listed in the above order with the following parameters guiding their position on the ballot:

- The candidate's surnames (last name) as it is written on their Declaration of Candidacy.
- If two or more candidates have surnames (last name) that begin with the same letter, the list shall be applied to each subsequent letter in the candidates' surnames (last name).
- If two or more candidates have an identical surname (last name), the list shall be applied to the candidates' given (first) names.

What happens if the voter chooses only one candidate?

If the voter only chooses one candidate, then if during the elimination period that candidate is eliminated, their vote would not transfer to their second choice.

What happens if the voter skips a number in ranking candidates?

A ranking is not considered valid if a voter indicates the same rank for more than one candidate for the ballot-counting phase or if the voter skips two or more consecutive numbers before ranking another candidate.

What happens if there is a tie?

Ties are broken by lot in Utah (e.g. flip a coin, draw straws, etc.) It's the same for Ranked Choice Voting, so if two candidates still tie, the election administrator (The City Recorder's Office) will bring both candidates in, everyone will agree on a tie-breaking method (lots, coin toss, rock, paper, scissors, etc.) and then the candidate who wins the agreed upon tie-breaking method will be declared the winner.

Will it take longer to see the results?

What may be different from prior elections is how the results will look on a daily basis. Where RCV may eliminate candidates in rounds, the results may favor one candidate but as one is eliminated, the votes where the eliminated candidate was ranked as the voters first choice will then be transferred to their second favorite candidate. This could cause the period where ballots are being counted to show different candidates in the lead on a day-to-day basis.

Results can be delayed up to a week if a recount is required. Per 20A-4-602(12), "Notwithstanding Section 20A-4-301, a board of municipal canvassers may extend the canvass deadline by up to seven additional days, if necessary, to conduct a recount required under Subsection (10)."

What will my ballot look like?

Ballots will be printed by the Salt Lake County Clerk's Office who is contracting with the City on this year's election. They will provide a sample ballot to the city further along in the process and it will be posted publicly.

Will it still be a vote-by-mail election?

Yes. The State of Utah is an entirely vote-by-mail state. However, cities and counties may provide in-person polling locations; these will be determined by Salt Lake County and will be posted on their website and on the City Recorder's website closer to the General Election, November 21, 2023.

How does this change the election timeline?

The timeline has a few changes throughout; however, the General Election remains the same and Election Day will still take place on November 21, 2023. Where the Primary Election was eliminated, this will move the Declaration of Candidacy period from early June to August 8-15, 2023, Monday-Friday from 8:00 AM- 5:00 PM. Besides that, no large timelines change that can affect voters.

Does the time period change effect candidates?

Yes and no. Overall, prospective candidates can begin campaigning now and continue campaigning up to the General Election. However, they are not official candidates with confirmed validity until after August 15.

The formal period for declaring candidacy is August 8-15 at 5:00pm. So, while the declaration period moves from June to August, it does not prohibit them from beginning to campaign. The

only necessary thing for candidates to do immediately if they wish to raise or spend funds is to open a Personal Campaign Committee with the City Recorder's Office which essentially requires candidates to report how they are raising and spending funds.

Do other cities or states (besides Salt Lake City) do this?

In 2021, 23 cities in Utah used Ranked Choice Voting, including Salt Lake City.

A list of all cities participating for the 2023 election can be found at <https://vote.utah.gov/current-election-information/>.

Have more questions about Ranked Choice Voting? Great! Send them elections@slcgov.com and the most commonly asked ones will be added to this FAQ.

Examples of RCV Style Ballots

*These sample ballots were what was used for the 2021 Salt Lake City Municipal Election, they are not specific to this election and are a demonstration of an RCV ballot.

Section IV

Election Code

Salt Lake City

- Chapter 2.68 - Elections
- Chapter 2.46 - Campaign Finance

State of Utah

- 20A-3A-501 - Electioneering Prohibited at a Polling Place
- 20A-3A-8 - Watchers (Poll Watchers)
- 20A-9-203 - Declarations of Candidacy-Municipal General Election
- 20A-4-6 -Municipal Alternate Voting Method Pilot Project (Ranked Choice Voting)

2023 ★★ ★

CHAPTER 2.68

ELECTIONS

SECTION:

2.68.010: Declarations Of Candidacy; Salt Lake City General Elections

2.68.020: Write-In Candidates

2.68.010: DECLARATIONS OF CANDIDACY; SALT LAKE CITY GENERAL ELECTIONS:

A. A person may become a candidate for mayor if the person is a registered voter and:

1. The person has resided within Salt Lake City for the twelve (12) consecutive months immediately before the date of the election; or

2. If the territory in which the person resides was annexed into Salt Lake City, the person has resided within the annexed territory or Salt Lake City for twelve (12) consecutive months immediately before the date of the election.

B. Each person seeking to become a candidate for mayor shall file a declaration of candidacy with the city recorder during office hours and not later than five o'clock (5:00) P.M. between June 1 and June 7 of any odd numbered year and pay the fee shown on the Salt Lake City consolidated fee schedule at the time of filing the declaration. When June 7 is a Saturday, Sunday, or holiday, the filing time shall be extended until five o'clock (5:00) P.M. on the following regular business day. In lieu of the fee, the person may submit to the city recorder, in addition to the declaration of candidacy, a nominating petition signed by forty five (45) residents of each council district, for a total of three hundred fifteen (315) residents, who are at least eighteen (18) years old. Said nominating petition shall be construed as constituting an alternative to payment of the required fee for persons for whom such fee would create a financial hardship.

C. The declaration of candidacy for the office of mayor shall substantially comply with the following form:

I, (print name) _____, being first sworn, say that I reside at _____ Street, Salt Lake City, County of Salt Lake, State of Utah, Zip Code _____, Telephone Number (if any) _____; that as of the date of the election for mayor on _____ I will have resided within Salt Lake City for the 12 consecutive months immediately before such election; that I am a registered voter; and that I am a candidate for the office of mayor. I request that my name be printed upon the applicable official ballots.

Signed)_____

Subscribed and sworn to (or affirmed) before me by _____ on this _____ day of _____, 2_____.

(Signed)_____

(City Recorder or Notary Public)

D. A person may become a candidate for council member if the person is a registered voter and:

1. The person has resided within the council district for which such person seeks office for the twelve (12) consecutive months immediately before the date of the election; or

2. If the territory in which the person resides was annexed into Salt Lake City and into the council district for which such person seeks office, the person has resided within the annexed territory or the council district for which such person seeks office for the twelve (12) consecutive months immediately before the date of the election.

E. Each person seeking to become a candidate for council member shall file a declaration of candidacy with the city recorder during office hours and not later than five o'clock (5:00) P.M. between June 1 and June 7 of any odd numbered year together with the fee shown on the Salt Lake City consolidated fee schedule. When June 7 is a Saturday, Sunday, or holiday, the filing time shall be extended until five o'clock (5:00) P.M. on the

following regular business day. In lieu of the fee, the person may submit to the city recorder, in addition to the declaration of candidacy, a nominating petition signed by seventy five (75) residents of the council district such person seeks to represent who are at least eighteen (18) years old. Said nominating petition shall be construed as constituting an alternative to payment of the required fee for persons for whom such fee would create a financial hardship.

F. The declaration of candidacy for the office of council member shall substantially comply with the following form:

I, (print name) _____, being first sworn, say that I reside at _____ Street, Salt Lake City, County of Salt Lake, State of Utah, Zip Code _____, Telephone Number (if any) _____; that as of the date of the election for councilmember on _____ I will have resided within council district #____ in Salt Lake City for the 12 consecutive months immediately before such election; that I am a registered voter; and that I am a candidate for the office of councilmember for council district #____. I request that my name be printed upon the applicable official ballots.

(Signed)_____

Subscribed and sworn to (or affirmed) before me by _____ on this _____ day of _____, 2____.

(Signed)_____

(City Recorder or Notary Public)

G. 1. Any resident of Salt Lake City may nominate a candidate for mayor by filing a nomination petition with the city recorder during office hours but not later than five o'clock (5:00) P.M. between June 1 and June 7 of any odd numbered year signed by:

- a. Twenty five (25) residents of Salt Lake City who are at least eighteen (18) years old; or
- b. Twenty percent (20%) of the residents of Salt Lake City who are at least eighteen (18) years old; and
- c. Paying the fee shown on the Salt Lake City consolidated fee schedule.

When June 7 is a Saturday, Sunday, or holiday, the filing time shall be extended until five o'clock (5:00) P.M. on the following regular business day. In lieu of the fee, the nominating petition may be signed by an additional forty five (45) residents of each council district, for a total of three hundred fifteen (315) additional residents, who are at least eighteen (18) years old. Said additional signatures on the nominating petition shall be construed as constituting an alternative to payment of the required fee for persons when such fee would create a financial hardship.

2. a. The petition for mayor shall substantially conform to the following form:

NOMINATION PETITION

The undersigned residents of Salt Lake City being 18 years old or older nominate (name of nominee) to the office of mayor.

b. The remainder of the petition shall contain lines and columns for the signatures of persons signing the petition and their addresses and telephone numbers.

H. 1. Any resident of Salt Lake City may nominate a candidate for council member by filing a nomination petition with the city recorder during office hours but not later than five o'clock (5:00) P.M. between June 1 and June 7 of any odd numbered year signed by:

- a. Twenty five (25) residents of the council district which the candidate seeks to represent who are at least eighteen (18) years old; or
- b. Twenty percent (20%) of the residents of the council district which the candidate seeks to represent who are at least eighteen (18) years old; and
- c. Paying the fee shown on the Salt Lake City consolidated fee schedule.

When June 7 is a Saturday, Sunday, or holiday, the filing time shall be extended until five o'clock (5:00) P.M. on the following regular business day. In lieu of the fee, the nominating petition may be signed by an additional seventy five (75) residents of the said council district who are at least eighteen (18) years old. Said additional

signatures on the nominating petition shall be construed as constituting an alternative to payment of the required fee when such fee would create a financial hardship.

2. a. The petition shall substantially conform to the following form:

NOMINATION PETITION

The undersigned residents of Salt Lake City being 18 years old or older nominate (name of nominee) to the office of councilmember.

- b. The remainder of the petition shall contain lines and columns for the signatures of persons signing the petition and their addresses and telephone numbers.

I. 1. A declaration of candidacy or nomination petition filed under this section is valid unless a written objection is filed with the city recorder within five (5) days after the last day for filing.

2. If an objection is made, the city recorder shall:

- a. Mail or personally deliver notice of the objection to the affected candidate immediately; and
- b. Decide any objection within forty eight (48) hours after it is filed.

3. If the city recorder sustains the objection, the candidate may correct the problem by amending the declaration or petition within three (3) days after the objection is sustained or by filing a new declaration within three (3) days after the objection is sustained.

4. a. The city recorder's decision upon objections to form is final.

b. The city recorder's decision upon substantive matters is reviewable by a district court if prompt application is made to the district court.

c. The decision of the district court is final unless the supreme court, in the exercise of its discretion, agrees to review the lower court decision.

J. Any person who filed a declaration of candidacy and was nominated, and any person who was nominated by a nomination petition, may, any time up to twenty three (23) days before the election, withdraw the nomination by filing a written affidavit with the city recorder. (Ord. 14-13, 2013; Ord. 24-11, 2011)

2.68.020: WRITE-IN CANDIDATES:

A. Each person wishing to become a valid write-in candidate for mayor or for city council member shall file a declaration of candidacy with the city recorder and pay the fee shown on the Salt Lake City consolidated fee schedule not later than fourteen (14) days before the municipal general election in which the person intends to be a write-in candidate.

- B. 1. The city recorder shall:

a. Read to the candidate the constitutional and statutory requirements for office and the requirements for office under this chapter; and

- b. Ask the candidate whether or not the candidate meets the requirements.

2. If the candidate cannot meet the requirements of office, the city recorder may not accept the write-in candidate's declaration of candidacy. (Ord. 24-11, 2011)

CHAPTER 2.46

CAMPAIGN FINANCING DISCLOSURE

SECTION:

2.46.010: Definitions

2.46.020: Personal Campaign Committee Required

2.46.030: Registration With City Recorder

2.46.040: Changes In Or Withdrawal From A Personal Campaign Committee

2.46.050: Contributions To Candidates; Limitations

2.46.060: Responsibility For Political Communications Required

2.46.070: Contributions In The Name Of Another Prohibited

2.46.080: Voluntary Limitation On Contributions And Expenditures

2.46.090: Financial Reporting

2.46.100: Forms Of Statements On File With City Recorder; Available For Public Inspection; Notice From City Recorder

2.46.110: Failure To File Financial Statements

2.46.120: Unlawful Acts Designated; Violation; Penalty

2.46.130: Form Of Filings; Electronic Filing And Record Storage

2.46.140: Computation Of Time

2.46.010: DEFINITIONS:

For the purpose of this chapter the following words shall have the meanings as defined in this chapter:

BUMPER STICKER: A sign not exceeding four inches (4") in height or thirteen inches (13") in length affixed to any part (including the interior) of a motor vehicle.

CANDIDATE: Any person who:

- A. Files a declaration of candidacy for an elected office of the city;
- B. Receives contributions, makes expenditures, or consents to another person receiving contributions or making expenditures with a view to bringing about such person's nomination or election to such office; or
- C. Causes, on his or her behalf, any written material or advertisement to be printed, published, broadcast, distributed or disseminated which indicates his or her intention to seek such office.

CONTRIBUTION: A. A gift, subscription, donation, loan, advance, or deposit of money or anything of value, including nonmonetary contributions such as in-kind contributions and contributions of tangible things, except a loan of money by a financial institution made in accordance with the applicable financial institution laws and regulations and in the ordinary course of business, made for political purposes;

B. A contract, promise or agreement, express or implied, whether or not legally enforceable, to make a contribution described in subsection A of this definition;

C. A transfer of funds between a political committee and a candidate's personal campaign committee;

D. Compensation paid by a person other than the candidate's personal campaign committee for personal services of another person rendered without charge to the candidate or such candidate's personal campaign committee;

E. A coordinated expenditure; but

F. "Contribution" shall not include personal services provided without compensation by individuals volunteering their time on behalf of a candidate or such candidate's personal campaign committee.

CONTRIBUTION ACCOUNT: A separate bank account of a hybrid committee existing for the purpose of financing contributions.

COORDINATED EXPENDITURE: Except as provided in the next sentence, an expenditure made by any person in cooperation, consultation, or concert, with, or at the request or suggestion of, a candidate, his or her personal campaign committee, or their agents. Coordinated expenditures include, but are not limited to, coordinated advertising on billboards and on taxicabs or other ground transportation vehicles as defined in section 5.71.010 of this code, but do not include a lawn sign, a sign on residential property, a bumper sticker, a handheld sign, a sign on the body of a person, a sign on a motor vehicle other than a "taxicab" or other "ground transportation vehicle" as defined in section 5.71.010 of this code, or a sign in a part of a building that is not normally used for commercial advertising by a third party. An in-kind coordinated expenditure shall be valued at the usual and normal value of such expenditure, such as the value of the use of the advertising space on a billboard or "taxicab" or other "ground transportation vehicle" as defined in section 5.71.010 of this code. In the case of a "taxicab" or other "ground transportation vehicle" as defined in section 5.71.010 of this code, if a sign is located in a space that is not usually or normally used for advertising, the sign shall be treated as if it were rooftop advertising on a "taxicab" or other "ground transportation vehicle" as defined in section 5.71.010 of this code, and its value shall be determined in the same manner that the value of such rooftop advertising is determined.

ELECTION: A general, special or primary election conducted by the city, including elections limited to referendums or bond issues.

ELECTION CYCLE: A. With respect to a general city election or a city primary election for an elective position, the four (4) year period that ends on the February 15 immediately following the next general city election for such elective position; and

B. With respect to an election to fill an unexpired term of office, the period that begins on the earlier of: 1) the day the vacancy occurs, or 2) the day the impending vacancy is publicly announced, and ends on the February 15 immediately following the next general city election for such elective position.

ELECTION YEAR: A calendar year during which a primary or general election is held or is scheduled to be held.

EXPENDITURE: A. A purchase, payment, donation, distribution, loan, advance, deposit, or gift of money or anything of value made for political purposes;

B. A contract, promise or agreement, express or implied, whether or not legally enforceable, to make an expenditure described in subsection A of this definition; or

C. A transfer of funds by a political committee to another political committee or to a candidate's personal campaign committee.

HYBRID POLITICAL COMMITTEE: An entity or group of persons that represents in writing to the city recorder that it: a) maintains a noncontribution account, b) maintains a contribution account, c) makes contributions only from its contribution account, and d) allocates its administrative expenses between the noncontribution account and the contribution account in a manner that closely corresponds to the percentage of activity for each account.

INDEPENDENT EXPENDITURE: An expenditure on behalf of, or opposing the election of, any candidate, when such expenditure is made independently of the candidate or the candidate's personal campaign committee, or their agents, and when such expenditure is made without the prior consent or the collusion or cooperation of, and not at the request or suggestion of, the candidate or the candidate's personal campaign committee or their agents.

INDEPENDENT EXPENDITURES COMMITTEE: A person or entity that represents to the city recorder that it exists for the exclusive purpose of making independent expenditures and that it does not and will not make contributions, directly or indirectly, to a candidate or a personal campaign committee.

ISSUE: Any question other than the election of a candidate to city office placed upon any municipal ballot to be affirmed or defeated by popular vote including, but not limited to, bond issues and referendums.

NONCONTRIBUTION ACCOUNT: A separate bank account of a hybrid committee existing for the exclusive purpose of financing or making independent expenditures.

PARTY COMMITTEE: Any committee organized by or authorized by the governing body of a registered political party.

PERSON: Both natural and legal persons including, but not limited to, individuals, business organizations, personal campaign committees, political committees, party committees, labor unions, labor organizations and any other organized group of individuals.

PERSONAL CAMPAIGN COMMITTEE: The committee appointed by a particular candidate to act for such candidate as hereinafter provided.

POLITICAL COMMITTEE: A group of persons cooperating to aid or promote the success or defeat of a candidate or issue, including the making of donations to a personal campaign committee. "Political committee" does not mean an individual, a personal campaign committee, an independent expenditures committee, a hybrid political committee with respect to its noncontribution account, individuals who are related and who make contributions from a joint checking account, an entity that provides goods or services to a candidate or committee in the regular course of its business at the same price that would be provided to the general public, or a business entity using its own funds, except a business entity whose intended purpose is to act as a political committee.

POLITICAL PURPOSE: An act done with intent or in such a way as to influence or tend to influence, directly or indirectly, the nomination or election of a candidate or the passage or defeat of any issue on the ballot at a municipal election.

PRIMARY ELECTION: Any primary election held pursuant to title 20A, Utah Code Annotated, or its successor.

REPORTING DATE:

A. Ten (10) days before the election, for a campaign finance statement required to be filed not later than seven (7) days before a primary election or general election conducted by the city;

B. The day of filing, for a campaign finance statement required to be filed not later than thirty (30) days after a primary election or general election conducted by the city;

C. Three (3) days before the filing date, for any other campaign finance statement required to be filed pursuant to this chapter; and

D. If the city opts into the Municipal Alternate Voting Methods Pilot Project created in Utah Code section 20A-4-602 and therefore does not hold a primary election, thirty (30) days after the day on which the primary election otherwise would have been held. (Ord. 36-21, 2021; Ord. 68-15, 2015)

2.46.020: PERSONAL CAMPAIGN COMMITTEE REQUIRED:

A candidate shall appoint a personal campaign committee consisting of one or more persons; or such candidate alone may constitute such a committee. No candidate shall appoint more than one personal campaign committee and no candidate shall solicit or receive contributions or authorize expenditures in furtherance of his or her candidacy except through such candidate's personal campaign committee. Each personal campaign committee shall appoint a secretary. If the personal campaign committee consists of only one person, such person is deemed the secretary. If the candidate acts as the personal campaign committee, the candidate is deemed the secretary. (Ord. 77-98 § 1, 1998)

2.46.030: REGISTRATION WITH CITY RECORDER:

Before a personal campaign committee or a political committee solicits or receives its first contribution, or makes its first expenditure, such committee shall file a written statement with the city recorder, which filing shall constitute registration with the city by such candidate or committee:

A. The written statement of a personal campaign committee shall be personally signed by the candidate and shall set forth:

1. That the personal campaign committee is appointed; and
2. The name and address of each member of such committee and of its secretary.

B. The written statement of a political committee shall be signed by the chairperson of such committee, shall state that committee exists, and shall list the names and addresses of its officers. (Ord. 15-07 § 2, 2007: Ord. 1-01 § 2, 2001: Ord. 77-98 § 1, 1998)

2.46.040: CHANGES IN OR WITHDRAWAL FROM A PERSONAL CAMPAIGN COMMITTEE:

A. Any candidate may revoke the selection of any member of such candidate's personal campaign committee by: 1) revoking that person's appointment in writing; 2) personally serving the written revocation on the person whose appointment is revoked; and 3) filing a copy of the written revocation with the city recorder.

B. Any individual may voluntarily withdraw from a personal campaign committee by filing a written notice of withdrawal with the city recorder. The date of withdrawal is the date the notice is received by the city recorder.

C. A candidate may select a replacement to fill any vacancy on the candidate's personal campaign committee. In the case of a vacancy in the office of secretary of a personal campaign committee, the candidate shall be deemed the secretary until a replacement secretary is appointed.

D. A candidate may appoint additional persons to the personal campaign committee. The candidate shall file with the city recorder a written notice containing the name and address of any additional or replacement members of the personal campaign committee. (Ord. 77-98 § 1, 1998)

2.46.050: CONTRIBUTIONS TO CANDIDATES; LIMITATIONS:

A. No person shall make contributions in coin or currency during any election cycle, as set forth in this chapter, to any candidate or such candidate's personal campaign committee, or to any political committee with respect to any election for city office, that exceed, in the aggregate, fifty dollars (\$50.00).

B. No person shall make contributions during any election cycle, as set forth in this chapter, to any candidate or his or her personal campaign committee, or to any political committee with respect to any election for city office, that, in the aggregate, exceed the following amounts:

Office	Amount
Mayor	\$3,500.00
City council	750.00

At the beginning of each election cycle, the city recorder shall adjust to the nearest ten dollars (\$10.00) the amounts in this subsection B by the percentage change in the consumer price index since the beginning of the previous election cycle and post the new amounts on the city's website. For purposes of this subsection, "consumer price index" means the consumer price index for all urban consumers, United States city average, that is published by the United States department of labor, bureau of labor statistics.

C. The acceptance of anonymous contributions is prohibited. Any anonymous contributions received by a candidate or a personal campaign committee or a political committee shall be transmitted to the city treasurer for deposit in the general fund of the city. Each contributor of a contribution shall disclose to the personal campaign committee or political committee the name and address of such contributor.

D. The limitations imposed by subsections A through C of this section shall not apply to contributions by a candidate of the candidate's own resources to the candidate's own campaign.

E. Each candidate or the candidate's personal campaign committee shall deposit each contribution received in one or more separate campaign accounts in a financial institution and may not deposit or mingle any contributions received into a personal or business account.

F. The candidate or the candidate's personal campaign committee may use the monies in campaign accounts only as follows:

1. For political purposes;
2. For expenses incurred in connection with duties of the individual as a holder of a city office;
3. For contributions to an organization described in section 170(c) of the internal revenue code of 1986 (26 USCS section 170(c));
4. For transfers to a national, state, or local committee of a political party;
5. For donations to federal, state, or local candidates; or
6. For any other lawful purpose unless prohibited by subsection G of this section.

G. A contribution shall not be converted by any person to personal use. For purposes of this subsection, a contribution or donation shall be considered to be converted to personal use if the contribution or donation is used to fulfill any commitment, obligation, or expense of a person that would exist irrespective of the candidate's election campaign or the individual's duties as an elected official of the city. For purposes of this subsection, it shall not be considered a conversion to personal use for a candidate or elected official of the city to use a contribution or donation to pay for the attendance of one guest at a social, entertainment, or other event related to political purposes or to the duties of the person as an elected official of the city.

H. It shall be unlawful for any person:

1. Who enters into any contract or seeks to enter into any contract with the city either for the rendition of personal services or furnishing any material, supplies, or equipment to the city or for selling any land or building to the city, if payment for the performance of the contract is to be made in whole or in part from city funds, at any time between the commencement of negotiations for the contract and the later of: a) the completion of performance under the contract, or b) the termination of negotiations for the contract, directly or indirectly to make any contribution to a candidate or personal campaign committee; or

2. Knowingly to solicit a contribution from any such person during any such period. (Ord. 68-15, 2015)

2.46.060: RESPONSIBILITY FOR POLITICAL COMMUNICATIONS REQUIRED:

Every advertisement or communication made for a political purpose which is broadcast or published by means of television, radio, newspaper, billboards, direct mailings, automatic telephone equipment, paid telephonists, leaflets, fliers, posters, bumper stickers or other printed matter shall contain a disclosure of the name of the personal campaign committee or political committee responsible for its broadcast or publication. (Ord. 15-07 § 3, 2007: Ord. 77-98 § 1, 1998)

2.46.070: CONTRIBUTIONS IN THE NAME OF ANOTHER PROHIBITED:

No person shall make a contribution in the name of another person or make a contribution with another person's funds in his or her own name, and no personal campaign committee or political committee shall knowingly accept any such contribution. (Ord. 15-07 § 4, 2007: Ord. 77-98 § 1, 1998)

2.46.080: VOLUNTARY LIMITATION ON CONTRIBUTIONS AND EXPENDITURES:

A. Declaration To Limit: A candidate may sign a written declaration pursuant to which the candidate agrees: 1) not to make contributions during the current election cycle to his or her own personal campaign committee in an amount exceeding, in the aggregate, three thousand dollars (\$3,000.00), in the case of candidates for the city council, and seventy five thousand dollars (\$75,000.00), in the case of candidates for mayor; and 2) to limit total campaign expenditures during the current election cycle by his or her personal campaign committee to an amount not exceeding, in the aggregate, fifteen thousand dollars (\$15,000.00), in the case of candidates for the city council, and three hundred seventy five thousand dollars (\$375,000.00), in the case of candidates for mayor. Except as provided in subsection B of this section, the city recorder shall require that each candidate either make such a declaration or sign a written statement declining to make such declaration, on the earliest of the following: 1) the day the candidate establishes a personal campaign committee pursuant to section 2.46.030 of this chapter; or 2) the day the candidate files a declaration of candidacy with the city. Except as provided in the next sentence, declarations by candidates shall be deemed terminated on the February 15 next following the general election. If, before the effective date of this amendment, a candidate entered into a contract with the city to limit campaign contributions and expenditures, such contract shall be deemed terminated on the effective date hereof.

B. Existing Committees: With respect to any personal campaign committee which exists prior to the effective date hereof, on February 15, 2001, the city recorder shall require the candidate for whom such committee

exists to either make the declaration described in subsection A of this section or sign a written statement declining to make such a declaration.

C. Declaration Following Election: On the February 15 following any general election conducted by the city, any candidate for elective office at such general election or at the primary election preceding such general election, whose personal campaign committee has not been terminated before such date, shall notify the city recorder in writing whether or not such committee shall remain in existence after that date. Any candidate whose personal campaign committee shall remain in existence after that date shall, on such February 15, either make the written declaration described in subsection A of this section, or sign a written statement declining to make such a declaration.

D. Form Of Declaration: The city, with the approval of the city attorney, shall prepare a form of declaration, containing in substance the requirements set forth in subsection A of this section, for use by candidates and the city in complying with this section.

E. Reversal Of Decision:

1. If a candidate for an office has made the declaration described in subsection A of this section, and thereafter another candidate for the same office declines to make such a declaration, the candidate may, within fifteen (15) days after the city recorder provides public notice of such other candidate's decision not to make a declaration, void his or her declaration.

2. If a candidate has made the declaration described in subsection A of this section, and thereafter such candidate determines that a person is making independent expenditures in opposition to the candidate's candidacy, the candidate may, at any time after making such determination, by a written document provided to the city recorder, void his or her declaration.

3. If a candidate for an office has declined to make the declaration described in subsection A of this section, and thereafter another candidate for the same office makes such a declaration, within fifteen (15) days after the city recorder provides public notice of such other candidate's declaration the candidate may, unless he or she has already exceeded the contribution or expenditure limit, make such a declaration.

F. Publicity By City: Within forty eight (48) hours after any candidate either makes a declaration or signs a written statement declining to make such a declaration pursuant to subsection A of this section, the city recorder shall make available to the public a report stating whether or not such candidate made such a declaration. The city recorder shall also promptly make available to the public: 1) any reversal of a declaration to exceed or not to exceed the contribution or expenditure limits set forth in subsection A of this section, other than a reversal pursuant to subsection E1 of this section; and 2) any violation of a declaration entered into pursuant to subsection A of this section. (Ord. 1-01 § 2, 2001; Ord. 77-98 § 1, 1998)

2.46.090: FINANCIAL REPORTING:

A. Personal Campaign Committees:

1. Each personal campaign committee shall file with the city recorder a campaign finance statement containing the information required in this section, on the following dates:

- a. July 1 of any election year;
- b. Except as provided in subsection A2 of this section, no later than seven (7) days before the day on which any municipal general or primary election is held;
- c. Except as provided in subsection A2 of this section, no later than thirty (30) days after the day on which the municipal general election is held;
- d. On February 15 of every year unless a termination report has been filed with the city recorder as provided by subsection A8 of this section or its successor subsection; and
- e. If the city opts into the Municipal Alternate Voting Methods Pilot Project created in Utah Code section 20A-4-602 and elects not to hold a primary election, thirty (30) days after the day on which the primary election otherwise would have been held.

Notwithstanding the foregoing provisions of this subsection A1, the personal campaign committee for a candidate shall be required to file a campaign finance statement on the dates specified in subsections A1a, A1b, and A1c of this section only during an election year in which the elective office that such candidate seeks is open for election.

2. The personal campaign committee for each candidate who is eliminated at a primary election shall file with the city recorder a campaign finance statement within thirty (30) days after the day on which the primary election is held. Personal campaign committees for candidates who lose at a primary election need not file a campaign finance statement seven days before the general election pursuant to subsection A1b of this section or thirty (30) days after the general election pursuant to subsection A1c of this section.

3. During the seven day period before any election, each personal campaign committee shall file with the city recorder a verified report of each contribution over five hundred dollars (\$500.00) within twenty four (24) hours after receiving each such contribution. Such report shall contain the information required by subsection A4b(2)(A) of this section.

4. Each campaign finance statement shall:

a. Contain a summary of contributions and expenditures reported in previously filed campaign finance statements during the calendar year in which the statement is due;

b. Except as provided in subsection A4c of this section:

(1) Report all of the committee's or candidate's itemized and total:

(A) Contributions during the election cycle received before the close of the reporting date; and

(B) Expenditures during the election cycle made through the close of the reporting date; and

(2) Identify:

(A) For each contribution in excess of fifty dollars (\$50.00), the amount of the contribution, the name and address of the donor, and the date the contribution was made;

(B) The aggregate total of all contributions that individually do not exceed fifty dollars (\$50.00); and

(C) For each expenditure, the amount of the expenditure, the name of the recipient of the expenditure, the date the expenditure was made, and the purpose of the expenditure; or

c. Report the total amount of all contributions and expenditures if the committee or candidate receives five hundred dollars (\$500.00) or less in contributions and spends five hundred dollars (\$500.00) or less on the candidate's campaign.

5. Each campaign finance statement shall contain a statement by the secretary or by the chairperson of the committee to the effect that:

a. All contributions and expenditures not theretofore reported have been reported;

b. There are no bills or obligations outstanding and unpaid except as set forth in the campaign finance statement;

c. The campaign finance statement represents a good faith effort by the committee to comply with the provisions of this chapter; and

d. The information contained in the campaign finance statement is, to the best knowledge of the committee, true, accurate and complete.

6. In the event the personal campaign committee had no contributions or expenditures during the calendar year, the campaign finance statement shall state that no contributions were received and no expenditures were made during that calendar year.

7. Within thirty (30) days after distribution of any surplus campaign funds and/or the payment or compromise of all debts, a personal campaign committee shall file a campaign finance statement with the city recorder. The campaign finance statement shall state the amount of such surplus and the name and address of any recipient of such surplus, and shall identify any debt that was paid or compromised and the name and address of any person to whom any debt was paid or compromised.

8. In the event a personal campaign committee has permanently ceased operations, the secretary or chairperson of the committee shall file a termination report with the city recorder certifying that the personal campaign committee has permanently ceased operations.

9. The requirements of this chapter shall not be construed to abrogate the necessity of making any other reports or disclosure required by law.

10. With respect to contributions received and expenditures made before the effective date of this section, the first campaign finance statement filed pursuant to this section need only contain the information required by this section to the extent such information is known by the personal campaign committee that files such campaign finance statement.

B. Political Committees:

1. Each political committee that has received contributions or made expenditures that total at least seven hundred fifty dollars (\$750.00) during a calendar year shall file a verified financial statement with the city recorder on:

- a. July 1 of any election year;
- b. No later than seven (7) days before the day on which any municipal primary or general election is held; and
- c. January 10, reporting contributions and expenditures as of December 31 of the previous year.

2. The political committee shall report:

- a. A detailed listing of all contributions received and expenditures made since the filing of the last financial statement; and
- b. For financial statements filed on July 1 and before the municipal general election, all contributions and expenditures as of three days before the required filing date of the financial statement.

3. If the political committee had no contributions or expenditures since the filing of the last financial statement, the financial statement shall state that no contributions were received and no expenditures were made since the filing of the last financial statement.

4. The verified financial statement shall include:

- a. The name and address of any individual that makes a contribution to the reporting political committee, if known, and the amount of the contribution;
- b. The identification of any publicly identified class of individuals that makes a contribution to the reporting political committee, if known, and the amount of the contribution;
- c. The name and address of any political committee, group, or entity that makes a contribution to the reporting political committee, and the amount of the contribution;
- d. The name and address of each candidate, personal campaign committee, party committee, or political committee that received an expenditure from the reporting political committee, and the amount of each expenditure;
- e. The total amount of contributions received and expenditures disbursed by the reporting political committee;
- f. A statement by the political committee's secretary or chairperson to the effect that:
 - (1) All contributions and expenditures not theretofore reported have been reported;
 - (2) There are no bills or obligations outstanding and unpaid except as set forth in the financial statement;
 - (3) The financial statement represents a good faith effort by the committee to comply with the provisions of this chapter; and
 - (4) The information contained in the financial statement is, to the best knowledge of the committee, true, accurate and complete; and
- g. A summary page in the form required by the city recorder that identifies:

- (1) Beginning balance;

- (2) Total contributions during the period since the last financial statement;
- (3) Total contributions to date;
- (4) Total expenditures during the period since the last financial statement; and
- (5) Total expenditures to date.

5. Contributions received by a political committee that have a value of fifty dollars (\$50.00) or less need not be reported individually, but shall be listed in the financial statement as an aggregate total.

6. Two (2) or more contributions from the same source that have an aggregate total of more than fifty dollars (\$50.00) may not be reported in the aggregate, but shall be reported separately.

7. Within thirty (30) days after distribution of any surplus campaign funds and/or the payment or compromise of all debts, a political committee shall file a verified financial statement with the city recorder. The financial statement shall state the amount of such surplus and the name and address of any recipient of such surplus, and shall identify any debt that was paid or compromised and the name and address of any person to whom any debt was paid or compromised.

8. In the event a political committee has permanently ceased operations, the secretary or chairperson of the committee shall file a termination report with the city recorder certifying that the political committee has permanently ceased operations.

9. The requirements of this chapter shall not be construed to abrogate the necessity of making any other reports or disclosure required by law.

10. With respect to contributions received and expenditures made before the effective date of this section, the first financial statement filed pursuant to this section need only contain the information required by this section to the extent such information is known by the political committee that files such financial statement.

C. Filing Time: A campaign finance statement or other report required under this chapter shall be considered filed if it is received by the city recorder or the recorder's office by 5:00 P.M. on the date it is due. (Ord. 36-21, 2021; Ord. 20-13, 2013)

2.46.100: FORMS OF STATEMENTS ON FILE WITH CITY RECORDER; AVAILABLE FOR PUBLIC INSPECTION; NOTICE FROM CITY RECORDER:

A. The city recorder shall prepare forms for all campaign finance and financial statements required by this chapter and shall furnish copies thereof, together with a copy of this chapter, to the secretary of every political committee or personal campaign committee, to every candidate, and to all others who make a request therefor.

B. 1. At the time a candidate files a declaration of candidacy and again fourteen (14) days before each election, the city recorder shall inform the candidate in writing or, if requested by the reporting entity, by electronic mail:

a. Of the provision of this chapter governing the disclosure of campaign contributions and expenditures; and

b. The dates when the candidate's campaign finance statements are required to be filed.

c. That if the campaign finance statement due seven (7) days before the general election is not received in the city recorder's office by five o'clock (5:00) P.M. on the due date due, if practicable the candidate's name will be removed from the ballot by blocking out the candidate's name before the ballots are delivered to the voters, or, if removing the candidate's name is not practicable, the voters will be informed that the candidate has been disqualified and that any votes cast for the candidate will not be counted.

d. That if any campaign finance statement or verified financial statement is not filed when due, the entity or candidate may be guilty of an infraction.

C. All statements and reports required by this chapter shall be available for public inspection and copying at the office of the city recorder during normal business hours and no later than one business day after the statement or report is filed.

D. The city recorder shall inspect all campaign finance statements, verified financial statements, and reports within one day after the same are filed. In addition, the city recorder shall inspect any filed campaign finance

statement, verified financial statement, or report within one day after receiving a complaint from a candidate or a voter that such campaign finance statement, verified financial statement, or report does not comply with this chapter. If it appears to the city recorder that any political committee or personal campaign committee has failed to file a campaign finance statement, verified financial statement, or report required by this chapter, or that a campaign finance statement, verified filed financial statement, or report does not comply with this chapter, the city recorder shall notify in writing the delinquent political committee or personal campaign committee, requesting compliance with this chapter. Such notification may be given by United States mail, hand delivery, facsimile transmission, or overnight delivery service. (Ord. 24-05 § 4, 2005: Ord. 1-01 § 2, 2000: Ord. 77-98 § 1, 1998)

2.46.110: FAILURE TO FILE FINANCIAL STATEMENTS:

A. If a candidate or the candidate's personal campaign committee fails to file a campaign finance statement due seven (7) days before the municipal general election, the city recorder shall inform the appropriate election official who:

1. Shall:

a. If practicable, remove the candidate's name from the ballot by blacking out the candidate's name before the ballots are delivered to voters; or

b. If removing the candidate's name from the ballot is not practicable, inform the voters by any practicable method that the candidate has been disqualified and that votes cast for the candidate will not be counted; and

2. May not count any votes for that candidate.

B. Notwithstanding subsection A of this section, a candidate who files a campaign finance statement seven (7) days before the municipal general election is not disqualified if:

1. The statement details accurately and completely the information required under subsection 2.46.090A4 of this chapter, except for inadvertent omissions or insignificant errors or inaccuracies; and

2. The omissions, errors, or inaccuracies are corrected in an amended report or in the next scheduled report.

C. If a political committee or personal campaign committee or person fails to file or correct a financial statement within two (2) days after receiving notice under subsection 2.46.100D of this chapter, or its successor, or if any filed financial statement or report discloses a violation of this chapter, the city recorder shall notify the city attorney and shall furnish the city attorney copies of all papers and other information in the city recorder's possession relating thereto. (Ord. 20-13, 2013: Ord. 56-05 § 4, 2005: Ord. 24-05 § 5, 2005: Ord. 1-01 § 2, 2001: Ord. 77-98 § 1, 1998)

2.46.120: UNLAWFUL ACTS DESIGNATED; VIOLATION; PENALTY:

A. It shall be an infraction, punishable as provided by title 1, chapter 1.12 of this code, or its successor: 1) for any person to fail to file when due any required campaign finance statement, verified financial statement, or report specified in this chapter or to knowingly or wilfully falsify or omit any information required by any of the provisions of this chapter, or 2) for any candidate, either personally or through a personal campaign committee, to receive a contribution in violation of the limits set forth in subsections 2.46.050A and B of this chapter.

B. The city recorder shall monitor compliance with this chapter, or its successor, and shall report any violations thereof to the mayor, the city council, and the city attorney.

C. A private party in interest may bring a civil action in district court to enforce the provisions of this chapter. In accordance with section 10-3-208, Utah Code Annotated, in such a civil action, the court may award costs and attorney fees as to the prevailing party. (Ord. 24-05 § 6, 2005: Ord. 1-01 § 2, 2001: Ord. 77-98 § 1, 1998)

2.46.130: FORM OF FILINGS; ELECTRONIC FILING AND RECORD STORAGE:

Any filing of statements, reports or other information with the city pursuant to this chapter may be made either in written form on paper or by electronic media consistent with the city's electronic filing system. The city shall retain any filed statements, reports or other information pursuant to this chapter in accordance with its adopted retention schedule. (Ord. 24-05 § 7, 2005: Ord. 77-98 § 1, 1998)

2.46.140: COMPUTATION OF TIME:

In computing any period of time prescribed or allowed by this chapter, the day of the act, event, or default from which the designated period of time begins to run shall not be included. The last day of the period so computed shall be included, unless it is a Saturday, a Sunday, or a legal holiday, in which event the period runs until the end of the next day which is not a Saturday, a Sunday, or a legal holiday. Except as otherwise provided in this section, Saturdays, Sundays, and legal holidays shall be included in the computation. (Ord. 20-13, 2013)

Effective 2/27/2023

20A-3a-501 Prohibited conduct at polling place -- Other prohibited activities.

(1) As used in this section:

- (a) "electioneering" includes any oral, printed, or written attempt to persuade persons to refrain from voting or to vote for or vote against any candidate or issue; and
- (b) "polling place" means the physical place where ballots are cast and includes the physical place where a ballot drop box is located.

(2)

(a) An individual may not, within a polling place or in any public area within 150 feet of the building where a polling place is located:

- (i) do any electioneering;
- (ii) circulate cards or handbills of any kind;
- (iii) solicit signatures to any kind of petition; or
- (iv) engage in any practice that interferes with the freedom of voters to vote or disrupts the administration of the polling place.

(b) A county, municipality, school district, or special district may not prohibit electioneering that occurs more than 150 feet from the building where a polling place is located, but may regulate the place and manner of that electioneering to protect the public safety.

(3)

(a) An individual may not obstruct the doors or entries to a building in which a polling place is located or prevent free access to and from any polling place.

(b) A sheriff, deputy sheriff, or municipal law enforcement officer shall prevent the obstruction of the entrance to a polling place and may arrest an individual creating an obstruction.

(4) An individual may not solicit any voter to show the voter's ballot.

(5)

(a) An individual may not knowingly possess or control another individual's voted manual ballot, unless:

- (i) the individual is an election official or postal worker acting in the capacity of an election official or postal worker;
- (ii) the individual possesses or controls the voted ballot in accordance with Section 20A-3a-301, relating to emergency ballots;
- (iii) the possession or control is authorized in order to deliver a military-overseas ballot in accordance with Chapter 16, Uniform Military and Overseas Voters Act;
- (iv) subject to Section 20A-3a-208, the individual is authorized by a voter to possess or control the voter's voted ballot if the voter needs assistance delivering the ballot due to the voter's age, illness, or disability; or
- (v) the individual resides in the same household as the voter.

(b) A violation of Subsection (5)(a) does not invalidate the ballot.

(6) An individual who violates any provision of this section is, in addition to the penalties described in Subsections 20A-1-609(2) and (3), guilty of a class A misdemeanor.

(7) A political subdivision may not prohibit political signs that are located more than 150 feet away from a polling place, but may regulate their placement to protect public safety.

Amended by Chapter 15, 2023 General Session

5/12/2020

Part 8 Watchers

20A-3a-801 Watchers.

- (1) As used in this section, “administering election officer” means:
 - (a) the election officer; or
 - (b) if the election officer is the lieutenant governor, the county clerk of the county in which an individual will act as a watcher.
- (2)
 - (a) Any individual who is registered or preregistered to vote in Utah may become a watcher in an election at any time by registering as a watcher with the administering election officer.
 - (b) An individual who registers under Subsection (2)(a) is not required to be certified by a person under Subsection (3) in order to act as a watcher.
 - (c) An individual who registers as a watcher shall notify the administering election officer of the dates, times, and locations that the individual intends to act as a watcher.
 - (d) An election official may not prohibit a watcher from performing a function described in Subsection (4) because the watcher did not provide the notice described in Subsection (2)(c).
 - (e) An administering election officer shall provide a copy of this section, or instructions on how to access an electronic copy of this section, to a watcher at the time the watcher registers under this Subsection (2).
- (3)
 - (a) A person that is a candidate whose name will appear on the ballot, a qualified write-in candidate for the election, a registered political party, or a political issues committee may certify an individual as an official watcher for the person:
 - (i) by filing an affidavit with the administering election officer responsible to designate an individual as an official watcher for the certifying person; and
 - (ii) if the individual registers as a watcher under Subsection (2)(a).
 - (b) A watcher who is certified by a person under Subsection (3)(a) may not perform the same function described in Subsection (4) at the same time and in the same location as another watcher who is certified by that person.
 - (c) A watcher who is certified by a person under Subsection (3)(a) may designate another individual to serve in the watcher’s stead during the watcher’s temporary absence by filing with a poll worker an affidavit that designates the individual as a temporary replacement.
- (4) A watcher may:
 - (a) observe the setup or takedown of a polling place;
 - (b) observe a voter checking in at a polling place;
 - (c) observe the collection, receipt, and processing of a ballot, including a provisional ballot or a ballot cast by a covered voter as defined in Section 20A-16-102;
 - (d) observe the transport or transmission of a ballot that is in an election official’s custody;
 - (e) observe the opening and inspection of a manual ballot;
 - (f) observe ballot replication;
 - (g) observe the conduct of logic and accuracy testing described in Section 20A-5-802;
 - (h) observe ballot tabulation;
 - (i) observe the process of storing and securing a ballot;
 - (j) observe a post-election audit;
 - (k) observe a canvassing board meeting described in Title 20A, Chapter 4, Part 3, Canvassing Returns;

- (l) observe the certification of the results of an election;
 - (m) observe a recount; or
 - (n) observe signature verification.
- (5) An administering election officer shall:
- (a) permit uniform, nondiscriminatory access for a watcher to observe each stage of an election process;
 - (b) establish locations for a watcher to observe an event described in Subsection (4), other than an event described in Subsection (4)(d) or (k), from no further than six feet away; and
 - (c) except for a county of the fourth, fifth, or sixth class, for any ballot adjudication, or upload of votes from a voting machine or scanner, that is conducted on a computer screen, project the activity onto a screen that is large enough to be viewed by each watcher.
- (6)
- (a) A watcher may not:
 - (i) record an activity described in Subsection (4) if the recording would reveal a vote or otherwise violate a voter's privacy or a voter's right to cast a secret ballot;
 - (ii) interfere with an activity described in Subsection (4), except to challenge an individual's eligibility to vote under Section 20A-3a-803; or
 - (iii) divulge information related to the number of votes counted, tabulated, or cast for a candidate or ballot proposition until after the election officer makes the information public.
 - (b) A person who violates Subsection (6)(a)(iii) is guilty of a third degree felony.
- (7)
- (a) Notwithstanding Subsection (2)(a) or (4), in order to maintain a safe working environment for an election official or to protect the safety or security of a ballot, an administering election officer may take reasonable action to:
 - (i) limit the number of watchers at a single location;
 - (ii) remove a watcher for violating a provision of this section;
 - (iii) remove a watcher for interfering with an activity described in Subsection (4);
 - (iv) designate areas for a watcher to reasonably observe the activities described in Subsection (4); or
 - (v) ensure that a voter's ballot secrecy is protected throughout the watching process.
 - (b) If an administering election officer limits the number of watchers at a single location under Subsection (6)(a)(i), the administering election officer shall give preferential access to the location to a watcher designated under Subsection (3).
 - (c) An administering election officer may provide a watcher a badge that identifies the watcher and require the watcher to wear the badge while acting as a watcher.

Amended by Chapter 18, 2022 General Session
 Amended by Chapter 380, 2022 General Session

20A-3a-802 Definitions.

As used in this part:

- (1) "Challenged voter" means an individual whose right to vote is challenged as provided in this part.
- (2) "Filer" means an individual who files a written statement challenging another individual's right to vote as provided in Section 20A-3a-804.

Renumbered and Amended by Chapter 31, 2020 General Session

20A-3a-803 Challenges to a voter's eligibility -- Basis for challenge -- Procedures.

- (1) An individual may challenge another individual's eligibility to vote on any of the following grounds:
 - (a) the individual is not the individual in whose name the individual tries to vote;

- (b) the individual is not a resident of Utah;
 - (c) the individual is not a citizen of the United States;
 - (d) the individual has not or will not have resided in Utah for 30 days immediately before the date of the election;
 - (e) the individual's principal place of residence is not in the voting precinct that the individual claims;
 - (f) the individual's principal place of residence is not in the geographic boundaries of the election area;
 - (g) the individual has already voted in the election;
 - (h) the individual is not at least the minimum age required to vote in the election;
 - (i) the individual has been convicted of a misdemeanor for an offense under this title and the individual's right to vote in an election has not been restored under Section 20A-2-101.3;
 - (j) the individual is a convicted felon and the voter's right to vote in an election has not been restored under Section 20A-2-101.5; or
 - (k) in a regular primary election or presidential primary election, the individual does not meet the political party affiliation requirements for the ballot the individual seeks to vote.
- (2) An individual who challenges another individual's right to vote in an election shall make the challenge in accordance with:
- (a) Section 20A-3a-804, for a challenge that is not made in person at the time an individual votes; or
 - (b) Section 20A-3a-805, for challenges made in person at the time an individual votes.

Renumbered and Amended by Chapter 31, 2020 General Session

20A-3a-804 Pre-election challenges to a voter's eligibility in writing -- Procedure -- Form of challenge.

- (1)
- (a) An individual may challenge an individual's eligibility to vote by filing a written statement with the election officer in accordance with Subsection (1)(b) that:
 - (i) lists the name and address of the individual filing the challenge;
 - (ii) for each individual who is challenged:
 - (A) identifies the name of the challenged individual;
 - (B) lists the last known address or telephone number of the challenged individual;
 - (C) provides the basis for the challenge, as provided under Section 20A-3a-803;
 - (D) provides facts and circumstances supporting the basis provided; and
 - (E) may include supporting documents, affidavits, or other evidence; and
 - (iii) includes a signed affidavit, which is subject to penalties of perjury, swearing that:
 - (A) the filer exercised due diligence to personally verify the facts and circumstances establishing the basis for the challenge; and
 - (B) according to the filer's personal knowledge and belief, the basis for the challenge under Section 20A-3a-803 for each challenged individual is valid.
 - (b) An individual who files a written statement under Subsection (1)(a) shall file the written statement during the election officer's regular business hours:
 - (i) at least 45 days before the day of the election; or
 - (ii) if the challenge is to an individual who registered to vote between the day that is 45 days before the election and the day of the election:
 - (A) on or before the day of the election; and
 - (B) before the individual's ballot is removed from a ballot envelope or otherwise separated from any information that could be used to identify the ballot as the individual's ballot.
 - (c) The challenge may not be based on unsupported allegations or allegations by an anonymous individual.
 - (d) An election officer may require an individual who files a challenge under this section to file the challenge on a form provided by the election officer that meets the requirements of this section.

(2) If the challenge is not in the proper form, is incomplete, or if the basis for the challenge does not meet the requirements of this part, the election officer shall dismiss the challenge and notify the filer in writing of the reasons for the dismissal.

(3)

(a) Upon receipt of a challenge that meets the requirements for filing under this section, the election officer shall attempt to notify each challenged individual in accordance with Subsection (3)(b):

(i) at least 28 days before the date of the election, if the election officer receives the challenge under Subsection (1)(b)(i); or

(ii) within one business day, if the election officer receives the challenge under Subsection (1)(b)(ii).

(b) The election officer shall attempt to notify each challenged individual:

(i) that a challenge has been filed against the challenged individual;

(ii) that the challenged individual may be required to cast a provisional ballot at the time the individual votes if the individual votes in person;

(iii) that if the individual votes by mail, the individual's ballot will be treated as a provisional ballot unless the challenge is resolved;

(iv) of the basis for the challenge, which may include providing a copy of the challenge the filer filed with the election officer; and

(v) that the challenged individual may submit information, a sworn statement, supporting documents, affidavits, or other evidence supporting the challenged individual's eligibility to vote in the election to the election officer no later than:

(A) 21 days before the date of the election, if the election officer receives the challenge under Subsection (1)(b)(i); or

(B) five days before the day on which the canvass is held, if the election officer receives the challenge under Subsection (1)(b)(ii).

(4)

(a) The election officer shall determine whether each challenged individual is eligible to vote before the day on which:

(i) early voting commences, if the election officer receives the challenge under Subsection (1)(b)(i); or

(ii) the canvass is held, if the election officer receives the challenge under Subsection (1)(b)(ii).

(b)

(i) The filer has the burden to prove, by clear and convincing evidence, that the basis for challenging the individual's eligibility to vote is valid.

(ii) The election officer shall resolve the challenge based on the available facts and information submitted, which may include voter registration records and other documents or information available to the election officer.

(5) An individual who files a challenge in accordance with the requirements of this section is subject to criminal penalties for false statements as provided under Sections 76-8-503 and 76-8-504 and any other applicable criminal provision.

(6)

(a) A challenged individual may appeal an election officer's decision regarding the individual's eligibility to vote to the district court having jurisdiction over the location where the challenge was filed.

(b) The district court shall uphold the decision of the election officer unless the district court determines that the decision was arbitrary, capricious, or unlawful.

(c) In making the district court's determination, the district court's review is limited to:

(i) the information filed under Subsection (1)(a) by the filer;

(ii) the information submitted under Subsection (3)(b)(v) by the challenged individual; and

(iii) any additional facts and information used by the election official to determine whether the challenged individual is eligible to vote, as indicated by the election official.

- (7) A challenged individual may register to vote or change the location of the individual's voter registration if otherwise permitted by law.
- (8) A document pertaining to a challenge filed under this section is a public record.

Renumbered and Amended by Chapter 31, 2020 General Session

20A-3a-805 Challenges to a voter's eligibility at polling place -- Procedure.

- (1)
 - (a) A poll worker, a watcher, or an individual who resides in the jurisdiction to which the election relates may, at a polling place, challenge an individual's eligibility to vote a particular ballot or to vote in that election if:
 - (i) the individual making the challenge and the challenged individual are both present at the polling place at the time the challenge is made; and
 - (ii) the challenge is made before the challenged individual applies for a ballot.
 - (b) An individual may make a challenge by orally stating the challenged individual's name and the basis for the challenge, as provided under Section 20A-3a-803.
- (2) The poll worker shall record a challenge in the official register or on the challenge sheets in the pollbook, including:
 - (a) the name of the challenged individual;
 - (b) the name of the individual making the challenge; and
 - (c) the basis upon which the challenge is made.
- (3) If an individual's eligibility to vote is challenged under this section, the poll worker shall follow the procedures and requirements of Section 20A-3a-205.

Renumbered and Amended by Chapter 31, 2020 General Session

20A-3a-806 Election official or watcher revealing vote.

- (1) It is unlawful for an election official or watcher to reveal to another person the name of a candidate or ballot proposition for whom a voter has voted or to communicate to another person the election official or watcher's opinion, belief, or impression regarding for whom or what a voter has voted.
- (2) A person who violates this section is guilty of a class A misdemeanor.

Renumbered and Amended by Chapter 31, 2020 General Session

20A-3a-807 Notification of ballot processes.

- (1) As used in this section, "ballot process" includes:
 - (a) signature verification;
 - (b) opening ballots;
 - (c) scanning ballots;
 - (d) adjudicating ballots;
 - (e) replicating damaged or defective ballots; or
 - (f) tabulating votes.
- (2) A county clerk shall:
 - (a) beginning at least three days before the day on which the county clerk begins mailing ballots for an election, and ending on the first day of the canvass, post on the county clerk's website a schedule of the hours, over the next three days, during which the county clerk plans to conduct one or more ballot processes; and
 - (b) update any changes to the schedule at least 24 hours before the clerk modifies the hours.

Enacted by Chapter 380, 2022 General Session

Effective 5/3/2023

20A-9-203 Declarations of candidacy -- Municipal general elections -- Nomination petition -- Removal of signature.

- (1) An individual may become a candidate for any municipal office if:
 - (a) the individual is a registered voter; and
 - (b)
 - (i) the individual has resided within the municipality in which the individual seeks to hold elective office for the 12 consecutive months immediately before the date of the election; or
 - (ii) the territory in which the individual resides was annexed into the municipality, the individual has resided within the annexed territory or the municipality the 12 consecutive months immediately before the date of the election.
- (2)
 - (a) For purposes of determining whether an individual meets the residency requirement of Subsection (1)(b)(i) in a municipality that was incorporated less than 12 months before the election, the municipality is considered to have been incorporated 12 months before the date of the election.
 - (b) In addition to the requirements of Subsection (1), each candidate for a municipal council position shall, if elected from a district, be a resident of the council district from which the candidate is elected.
 - (c) In accordance with Utah Constitution, Article IV, Section 6, a mentally incompetent individual, an individual convicted of a felony, or an individual convicted of treason or a crime against the elective franchise may not hold office in this state until the right to hold elective office is restored under Section 20A-2-101.3 or 20A-2-101.5.
- (3)
 - (a) An individual seeking to become a candidate for a municipal office shall, regardless of the nomination method by which the individual is seeking to become a candidate:
 - (i) except as provided in Subsection (3)(b) or Chapter 4, Part 6, Municipal Alternate Voting Methods Pilot Project, and subject to Subsection 20A-9-404(3)(e), file a declaration of candidacy, in person with the city recorder or town clerk, during the office hours described in Section 10-3-301 and not later than the close of those office hours, between June 1 and June 7 of any odd-numbered year; and
 - (ii) pay the filing fee, if one is required by municipal ordinance.
 - (b) Subject to Subsection (5)(b), an individual may designate an agent to file a declaration of candidacy with the city recorder or town clerk if:
 - (i) the individual is located outside of the state during the entire filing period;
 - (ii) the designated agent appears in person before the city recorder or town clerk;
 - (iii) the individual communicates with the city recorder or town clerk using an electronic device that allows the individual and city recorder or town clerk to see and hear each other; and
 - (iv) the individual provides the city recorder or town clerk with an email address to which the city recorder or town clerk may send the individual the copies described in Subsection (4).
 - (c) Any resident of a municipality may nominate a candidate for a municipal office by:
 - (i) except as provided in Chapter 4, Part 6, Municipal Alternate Voting Methods Pilot Project, filing a nomination petition with the city recorder or town clerk during the office hours described in Section 10-3-301 and not later than the close of those office hours, between June 1 and June 7 of any odd-numbered year that includes signatures in support of the nomination petition of the lesser of at least:
 - (A) 25 registered voters who reside in the municipality; or
 - (B) 20% of the registered voters who reside in the municipality; and
 - (ii) paying the filing fee, if one is required by municipal ordinance.
- (4)

(a) Before the filing officer may accept any declaration of candidacy or nomination petition, the filing officer shall:

- (i) read to the prospective candidate or individual filing the petition the constitutional and statutory qualification requirements for the office that the candidate is seeking;
- (ii) require the candidate or individual filing the petition to state whether the candidate meets the requirements described in Subsection (4)(a)(i); and
- (iii) inform the candidate or the individual filing the petition that an individual who holds a municipal elected office may not, at the same time, hold a county elected office.

(b) If the prospective candidate does not meet the qualification requirements for the office, the filing officer may not accept the declaration of candidacy or nomination petition.

(c) If it appears that the prospective candidate meets the requirements of candidacy, the filing officer shall:

- (i) inform the candidate that the candidate's name will appear on the ballot as it is written on the declaration of candidacy;
- (ii) provide the candidate with a copy of the current campaign financial disclosure laws for the office the candidate is seeking and inform the candidate that failure to comply will result in disqualification as a candidate and removal of the candidate's name from the ballot;
- (iii) provide the candidate with a copy of Section 20A-7-801 regarding the Statewide Electronic Voter Information Website Program and inform the candidate of the submission deadline under Subsection 20A-7-801(4)(a);
- (iv) provide the candidate with a copy of the pledge of fair campaign practices described under Section 20A-9-206 and inform the candidate that:
 - (A) signing the pledge is voluntary; and
 - (B) signed pledges shall be filed with the filing officer; and
- (v) accept the declaration of candidacy or nomination petition.

(d) If the candidate elects to sign the pledge of fair campaign practices, the filing officer shall:

- (i) accept the candidate's pledge; and
- (ii) if the candidate has filed for a partisan office, provide a certified copy of the candidate's pledge to the chair of the county or state political party of which the candidate is a member.

(5)

(a) The declaration of candidacy shall be in substantially the following form:

"I, (print name) _____, being first sworn and under penalty of perjury, say that I reside at _____ Street, City of _____, County of _____, state of Utah, Zip Code _____, Telephone Number (if any) _____; that I am a registered voter; and that I am a candidate for the office of _____ (stating the term). I will meet the legal qualifications required of candidates for this office. If filing via a designated agent, I attest that I will be out of the state of Utah during the entire candidate filing period. I will file all campaign financial disclosure reports as required by law and I understand that failure to do so will result in my disqualification as a candidate for this office and removal of my name from the ballot. I request that my name be printed upon the applicable official ballots. (Signed) _____

Subscribed and sworn to (or affirmed) before me by _____ on this _____ (month\ day\ year).

(Signed) _____ (Clerk or other officer qualified to administer oath)."

(b) An agent designated under Subsection (3)(b) to file a declaration of candidacy may not sign the form described in Subsection (5)(a).

(c)

(i) A nomination petition shall be in substantially the following form:

"NOMINATION PETITION

The undersigned residents of (name of municipality), being registered voters, nominate (name of nominee) for the office of (name of office) for the (length of term of office)."

- (ii) The remainder of the petition shall contain lines and columns for the signatures of individuals signing the petition and each individual's address and phone number.
- (6) If the declaration of candidacy or nomination petition fails to state whether the nomination is for the two-year or four-year term, the clerk shall consider the nomination to be for the four-year term.
- (7)
 - (a)
 - (i) The clerk shall verify with the county clerk that all candidates are registered voters.
 - (b) With the assistance of the county clerk, and using the procedures described in Section 20A-1-1002, the municipal clerk shall determine whether the required number of signatures of registered voters appears on a nomination petition.
- (8) Immediately after expiration of the period for filing a declaration of candidacy, the clerk shall:
 - (a) publicize a list of the names of the candidates as they will appear on the ballot by publishing the list for the municipality, as a class A notice under Section 63G-30-102, for seven days; and
 - (b) notify the lieutenant governor of the names of the candidates as they will appear on the ballot.
- (9) Except as provided in Subsection (10)(c), an individual may not amend a declaration of candidacy or nomination petition filed under this section after the candidate filing period ends.
- (10)
 - (a) A declaration of candidacy or nomination petition that an individual files under this section is valid unless a person files a written objection with the clerk before 5 p.m. within 10 days after the last day for filing.
 - (b) If a person files an objection, the clerk shall:
 - (i) mail or personally deliver notice of the objection to the affected candidate immediately; and
 - (ii) decide any objection within 48 hours after the objection is filed.
 - (c) If the clerk sustains the objection, the candidate may, before 5 p.m. within three days after the day on which the clerk sustains the objection, correct the problem for which the objection is sustained by amending the candidate's declaration of candidacy or nomination petition, or by filing a new declaration of candidacy.
 - (d)
 - (i) The clerk's decision upon objections to form is final.
 - (ii) The clerk's decision upon substantive matters is reviewable by a district court if prompt application is made to the district court.
 - (iii) The decision of the district court is final unless the Supreme Court, in the exercise of its discretion, agrees to review the lower court decision.
- (11) A candidate who qualifies for the ballot under this section may withdraw as a candidate by filing a written affidavit with the municipal clerk.
- (12)
 - (a) A voter who signs a nomination petition under this section may have the voter's signature removed from the petition by, no later than three business days after the day on which the petition is filed with the city recorder or municipal clerk, submitting to the municipal clerk a statement requesting that the voter's signature be removed.
 - (b) A statement described in Subsection (12)(a) shall comply with the requirements described in Subsection 20A-1-1003(2).
 - (c) With the assistance of the county clerk and using the procedures described in Subsection 20A-1-1003(3), the municipal clerk shall determine whether to remove an individual's signature from a petition after receiving a timely, valid statement requesting removal of the signature.

Effective 5/8/2018

Part 6
Municipal Alternate Voting Methods Pilot Project

20A-4-601 Definitions.

As used in this part:

- (1) "Candidate amplifier" means the product of:
 - (a) two less than the total number of candidates in a given ballot-counting phase of a multi-candidate race; and
 - (b) .02%.
- (2) "First preference ranking" means the candidate selected as the candidate most preferred by a voter, as indicated by:
 - (a) the number one; or
 - (b) if the voter does not assign the number one to any candidate, the number two.
- (3) "Multi-candidate race" means a nonpartisan municipal race where:
 - (a) for the election of at-large officers, the number of candidates who qualify for the race exceeds the total number of seats to be filled; or
 - (b) for the election of an officer other than an at-large officer, more than two candidates qualify to run for one office.
- (4) "Participating municipality" means a municipality that is participating in the pilot project, in accordance with Subsection 20A-4-602(3).
- (5) "Pilot project" means the Municipal Alternate Voting Methods Pilot Project created in Section 20A-4-602.
- (6) "Recount threshold" means the sum of the candidate amplifier and the following:
 - (a) for a ballot-counting phase in which fewer than 100 valid rankings are counted, 0.21%;
 - (b) for a ballot-counting phase in which at least 100, but fewer than 500, valid rankings are counted, 0.19%;
 - (c) for a ballot-counting phase in which at least 500, but fewer than 1,000, valid rankings are counted, 0.17%;
 - (d) for a ballot-counting phase in which at least 1,000, but fewer than 5,000, valid rankings are counted, 0.15%;
 - (e) for a ballot-counting phase in which at least 5,000, but fewer than 10,000, valid rankings are counted, 0.13%; and
 - (f) for a ballot-counting phase in which 10,000 or more valid rankings are counted, 0.11%.
- (7) "Valid" means that the ballot is marked in a manner that permits the ranking to be counted during the applicable ballot-counting phase.

Amended by Chapter 342, 2022 General Session

20A-4-602 Municipal Alternate Voting Methods Pilot Project -- Creation -- Participation.

- (1) There is created the Municipal Alternate Voting Methods Pilot Project.
- (2) The pilot project begins on January 1, 2019, and ends on January 1, 2026.
- (3)
 - (a) A municipality may participate in the pilot project, in accordance with the requirements of this section and all other applicable provisions of law, during any odd-numbered year that the pilot project is in effect, if, before May 1 of the odd-numbered year, the legislative body of the municipality:
 - (i) votes to participate; and
 - (ii) provides written notice to the lieutenant governor and the county clerk stating that the municipality intends to participate in the pilot project for the year specified in the notice.

- (b) The legislative body of a municipality that provides the notice of intent described in Subsection (3)(a) may withdraw the notice of intent, and not participate in the pilot project, if the legislative body of the municipality provides written notice of withdrawal to the lieutenant governor and the county clerk before May 1.
- (4) The lieutenant governor shall maintain, in a prominent place on the lieutenant governor's website, a current list of the municipalities that are participating in the pilot project.
- (5)
 - (a) An election officer of a participating municipality shall, in accordance with the provisions of this part, conduct a multi-candidate race during the municipal general election using instant runoff voting.
 - (b) Except as provided in Subsection 20A-4-603(9), an election officer of a participating municipality that will conduct a multi-candidate race under Subsection (5)(a) may not conduct a municipal primary election relating to that race.
 - (c) A municipality that has in effect an ordinance described in Subsection 20A-9-404(3) or (4) may not participate in the pilot project.
- (6) Except for an election described in Subsection 20A-4-603(9), an individual who files a declaration of candidacy or a nomination petition, for a candidate who will run in an election described in this part, shall file the declaration of candidacy or nomination petition during the office hours described in Section 10-3-301 and not later than the close of those office hours, no sooner than the second Tuesday in August and no later than the third Tuesday in August of an odd-numbered year.

Amended by Chapter 170, 2022 General Session

20A-4-603 Instant runoff voting.

- (1) In a multi-candidate race, the election officer for a participating municipality shall:
 - (a)
 - (i) conduct the first ballot-counting phase by counting the valid first preference rankings for each candidate; and
 - (ii) if one of the candidates receives more than 50% of the valid first preference rankings counted, declare that candidate elected;
 - (b) if, after counting the valid first preference rankings for each candidate, no candidate receives more than 50% of the valid first preference rankings counted, conduct the second ballot-counting phase by:
 - (i) excluding from the multi-candidate race:
 - (A) the candidate who received the fewest valid first preference rankings counted; or
 - (B) in the event of a tie for the fewest valid first preference rankings counted, one of the tied candidates, determined by the election officer by lot, in accordance with Subsection (6);
 - (ii) adding, to the valid first preference rankings counted for the remaining candidates, the next valid preference rankings cast for the remaining candidates by the voters who cast a valid first preference ranking for the excluded candidate; and
 - (iii) if, after adding the rankings in accordance with Subsection (1)(b)(ii), one candidate receives more than 50% of the valid rankings counted, declaring that candidate elected; and
 - (c) if, after adding the next valid preference rankings in accordance with Subsection (1)(b)(ii), no candidate receives more than 50% of the valid rankings counted, conduct subsequent ballot-counting phases by continuing the process described in Subsection (1)(b) until a candidate receives more than 50% of the valid rankings counted, as follows:
 - (i) excluding from consideration the candidate who has the fewest valid rankings counted or, in the event of a tie for the fewest valid rankings counted, excluding one of the tied candidates, by lot, in accordance with Subsection (6); and
 - (ii) adding the next valid preference ranking cast by each voter whose ranking was counted for the last

excluded candidate to one of the remaining candidates, in the order of the next preference indicated by the voter.

(2) The election officer shall declare elected the first candidate who receives more than 50% of the valid rankings counted under the process described in Subsection (1).

(3) A ranking is valid for a particular ballot-counting phase of a multi-candidate race if:

- (a) the voter indicates the voter's preference for that ballot-counting phase and all previous ballot-counting phases; or
- (b) in the event that the voter skips a number in filling out the rankings on a ballot:
 - (i) the voter clearly indicates an order of preference for the candidates;
 - (ii) the voter does not skip two or more consecutive numbers at any point before the preference ranking that would otherwise be counted for the current ballot-counting phase;
 - (iii) the candidate next preferred by the voter is clearly indicated by a subsequent number that most closely follows the number assigned by the voter for the previously-ranked candidate; and
 - (iv) the voter did not give the same rank to more than one candidate for the applicable ballot-counting phase or a previous ballot-counting phase.

(4) A ranking is not valid for a particular ballot-counting phase of a multi-candidate race, and for all subsequent ballot-counting phases, if:

- (a) the voter indicates the same rank for more than one candidate for that ballot-counting phase; or
- (b) the voter skips two or more consecutive numbers before ranking another candidate.

(5) If, for a ballot-counting phase, a voter ranks a candidate who has withdrawn from the race, the next-ranked candidate who has not withdrawn from the race will be counted for that ballot-counting phase.

(6) For each ballot-counting phase after the first phase, if two or more candidates tie as having received the fewest valid rankings counted at that point in the ballot count, the election officer shall eliminate one of those candidates from consideration, by lot, in the following manner:

- (a) determine the names of the candidates who tie as having received the fewest valid rankings for that ballot-counting phase;
- (b) cast the lot in the presence of at least two election officials and any counting poll watchers who are present and desire to witness the casting of the lot; and
- (c) sign a public document that:
 - (i) certifies the method used for casting the lot and the result of the lot; and
 - (ii) includes the name of each individual who witnessed the casting of the lot.

(7) In a multi-candidate race for an at-large office, where the number of candidates who qualify for the race exceeds the total number of at-large seats to be filled for the office, the election officer shall count the rankings by:

- (a) except as provided in Subsection (8), counting rankings in the same manner as described in Subsections (1) through (6), until a candidate is declared elected;
- (b) repeating the process described in Subsection (7)(a) for all candidates that are not declared elected until another candidate is declared elected; and
- (c) continuing the process described in Subsection (7)(b) until all at-large seats in the race are filled.

(8) After a candidate is declared elected under Subsection (7), the election officer shall, in repeating the process described in Subsections (1) through (6) to declare the next candidate elected, add to the ranking totals the next valid preference vote of each voter whose ranking was counted for a candidate already declared elected.

(9) An election officer for a participating municipality may choose to conduct a primary election by using instant runoff voting in the manner described in Subsections (1) through (6), except that:

- (a) instead of determining whether a candidate receives more than 50% of the valid preference rankings for a particular ballot-counting phase, the election officer shall proceed to a subsequent ballot-counting stage, and exclude the candidate who receives the fewest valid preference rankings in that phase, until twice the

number of seats to be filled in the race remain; and

(b) after complying with Subsection (9)(a), the election officer shall declare the remaining candidates nominated to participate in the municipal general election.

(10) After completing all ballot-counting phases in a multi-candidate race, the election officer shall order a full recount of the ballots cast for that race if, in one or more of the ballot-counting phases:

(a) the difference between the number of rankings counted for a candidate who is declared elected and the number of rankings counted for any other candidate in the same ballot-counting phase is equal to or less than the product of the following, rounded up to the nearest whole number:

(i) the total number of voters who cast a valid ranking counted in that ballot-counting phase; and

(ii) the recount threshold; or

(b) the difference between the number of rankings counted for the candidate who received the fewest valid rankings in a ballot-counting phase and the number of rankings counted for any other candidate in the same ballot-counting phase is equal to or less than the product of the following, rounded up to the nearest whole number:

(i) the total number of voters who cast a valid ranking counted in that ballot-counting phase; and

(ii) the recount threshold.

(11) A recount described in Subsection (10):

(a) requires rescanning and tabulating all valid ballots; and

(b) provides for only one recount.

(12) Notwithstanding Section 20A-4-301, a board of municipal canvassers may extend the canvass deadline by up to seven additional days, if necessary, to conduct a recount required under Subsection (10).

Amended by Chapter 342, 2022 General Session

20A-4-604 Batch elimination.

In any ballot count conducted under Section 20A-4-603, the election officer may exclude candidates through batch elimination by, instead of excluding only one candidate in a ballot-counting phase, excluding each candidate:

(1) for which the number of remaining candidates with more valid rankings than that candidate is greater than or equal to the number of offices to be filled; and

(2)

(a) for which the number of valid rankings counted for the candidate in the ballot-counting phase plus the number of rankings counted for all candidates with fewer valid rankings in the ballot-counting phase is less than the number of valid rankings for the candidate with the next highest amount of valid rankings in the ballot-counting phase; or

(b) who has fewer valid rankings in the ballot-counting phase than a candidate who is excluded under Subsection (2)(a).

Amended by Chapter 342, 2022 General Session

Section V

Online Finance Reporting

- Tutorial
- Campaign Finance Disclosure Dates

2023 ★★

FINANCIAL REPORTING TUTORIAL

Introduction

Welcome to the Online Campaign Finance Reporting System! We hope our guide answers all of your questions and serves as a valuable resource as you get started with your Campaign Finance Reporting. This document contains the basic information necessary for you to effectively use the system. If at any time you are uncertain of the information or have any questions, please feel free to contact the Salt Lake City Recorder's Office by email at elections@slcgov.com or phone 801-535-7671. Our office hours are Monday – Friday, 8:30 a.m. to 5:00 p.m., excluding weekends and holidays.

*Images provided below are samples.

To access the Campaign Finance System, go to <https://www.slc.gov/cfrs>.

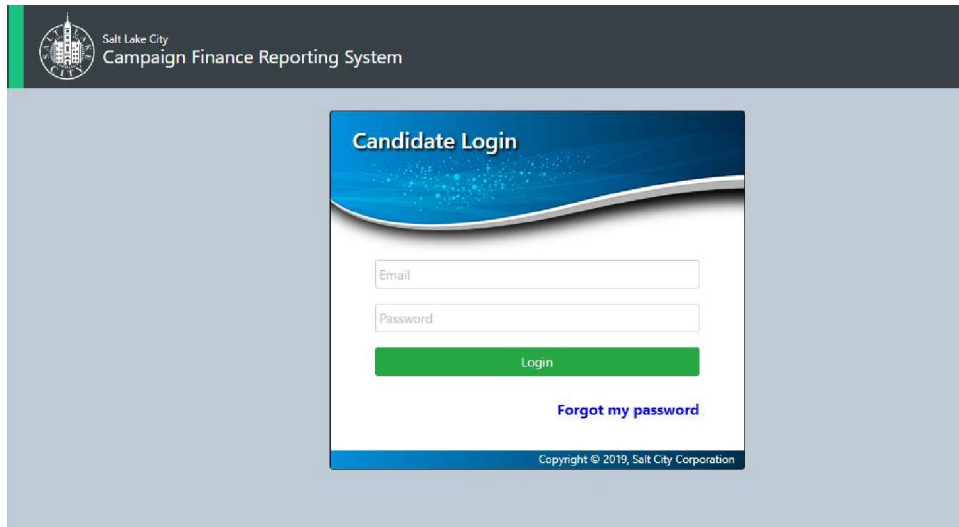


GETTING STARTED

Logging in

Upon filing your Personal Campaign Committee (PCC) paperwork, the Recorder's Office will send an introductory email through the Campaign Finance Reporting System. Use the link provided to you via email to access the Campaign Finance Reporting System. We recommend using Google Chrome while using this system.

The login screen will be presented to you. Enter the Login ID and temporary password provided to you via email and Select "Login".



NAVIGATING THE SYSTEM

The three main areas of the system are:

- A. Transactions
 - 1. Beginning Balance
 - 2. Current Balance
 - 3. Contributions
 - 4. Expenditures
 - 5. Summary, Export, Print
 - 6. Data Field
- B. Candidate Information
- C. User Menu



CANDIDATE INFORMATION

You can update your personal and campaign information by accessing the “Candidate Info” screen.

HINT: The Campaign Information email address is the email used for the registration of this system and cannot be changed without contacting the Recorder’s Office.

USER MENU

You can change your password or logout by accessing the “User Menu” in the top right corner.

CHANGE YOUR PASSWORD

It is recommended that your password be changed after your first login. Click on the icon in the top right corner and select “Change Password”, copy and paste your default password from the registration email into the “Old Password” field, then follow the character requirements for your new password.

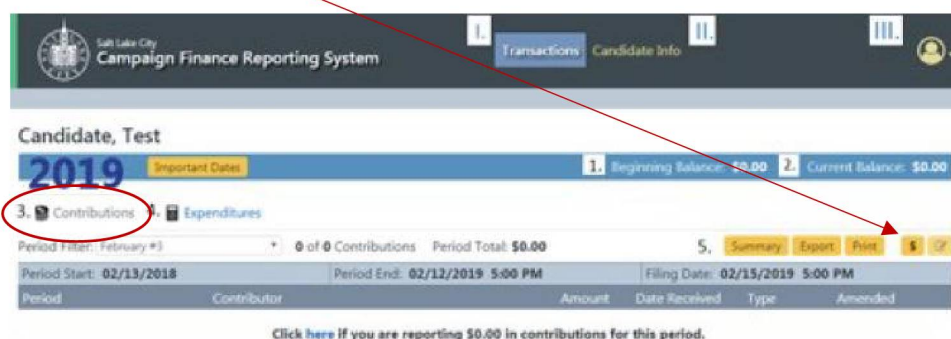


The image shows a web form titled "Change Password" in a blue header. Below the header are three input fields: "Old Password", "New Password", and "Confirm New Password". Below these fields is a list of password requirements in orange text: "Passwords may be 8 to 25 characters long and must contain at least three of the following character categories:" followed by a bulleted list: "Uppercase characters (A-Z)", "Lowercase characters (a-z)", "Digits (0-9)", and "Special characters (~!@#\$%^&* _+=~\|{}[];~'~<~>~?/)". At the bottom of the form is a green "Submit" button.

ADDING CONTRIBUTIONS AND CONTRIBUTORS

Add Contribution

To add a contribution, click the  icon from the transactions



The image shows the "Salt Lake City Campaign Finance Reporting System" interface. The top navigation bar includes "Transactions" and "Candidate Info". The main content area shows "Candidate, Test" and "2019" with "Important Dates". Below this are tabs for "Contributions" and "Expenditures". The "Contributions" tab is selected, showing "0 of 0 Contributions" and "Period Total: \$0.00". A red arrow points from the text "click the \$ icon" to a dollar sign icon in the top right corner of the interface. Another red arrow points from the text "from the transactions" to the "Transactions" button in the top navigation bar.

Add Contributor

If the candidate is not the contributor, begin entering the contributors name in the “Contributor Name” field. Contributors can be entered First Name, Last Name or Last Name, First Name when searching. If the Contributor has previously been entered into the system, their name will appear, verify the address and select the desired contributor. If the contributor is not in the system, or the address is different, scroll to the bottom of the list and select “Add Contributor”.

Although no longer published, the address is used for the internal audit process, and it is required.

The screenshot shows the 'Add Contribution' form for a 'Test Candidate' in the Salt Lake City Campaign Finance Reporting System. The form is titled 'Add Contribution' and 'Test Candidate'. It includes a dropdown for 'Candidate Name' with 'Smith' selected. Below this are fields for 'Amount', 'Date Received', and 'Contribution Type'. A red warning message states: 'By saving this contribution to Salt Lake City Code'. A list of contributors is shown, including 'Susan Smith', 'Susan F. GoldenSmith', 'Thomas Smith', 'TJ Smith', and 'Wison, Smith, Kachar, & Prosser LLP'. A green 'Add Contributor' button is at the bottom.

Enter the contributor's details, then click "Save".

The 'Add Contributor' form contains the following fields: 'Contributor Type' (dropdown), 'Name' (Last Name, First Name), 'Street', 'City' (Salt Lake City), 'State' (UT), 'Zip', and 'Country' (United States). At the bottom are 'Save' and 'Cancel' buttons.

Next enter the contribution details (amount, date received and contribution type), then click "Save".

This section of the form includes fields for 'Amount', 'Date Received' (mm/dd/yyyy), and 'Contribution Type'. A red warning message states: 'By saving this contribution, the Candidate acknowledges and agrees to Salt Lake City Code 2.46.050(H). [View Code Definition](#)'. At the bottom are 'Save' and 'Cancel' buttons.

AGGREGATE TOTALS

If you receive contributions in the amount of \$50 or less, they may be entered as an aggregate, see Salt Lake City Code 2.46.090(4)(b)(2)(B), "The aggregate total of all contributions that individually do not exceed fifty dollars (\$50.00)". Enter "Aggregate" as the contributor and the total of all contributions less than \$50. Please note, although you do not need to enter each individual in the system, you do need to keep a personal record of each individual along with their address.

Contributor Name: *

Aggregate
Salt Lake City UT 11111

Amount: *

Date Received: *

Contribution Type: *

By saving this contribution, the Candidate acknowledges and agrees to Salt Lake City Code 2.46.050(H). [View Code Definition](#)

* Required Field Save Cancel

NO CONTRIBUTIONS TO REPORT

In the event your personal campaign committee had no contributions during a specific reporting period, the campaign finance statement shall indicate that no contributions were received during that reporting period. To report no contributions, click “here” in the data field under the contributions tab

Salt Lake City Campaign Finance Reporting System

1. Transactions 2. Candidate Info

Candidate, Test

2019 Important Dates 1. Beginning Balance: \$0.00 2. Current Balance: \$0.00

3. Contributions 4. Expenditures

Period Filter: February #3 0 of 0 Contributions Period Total: \$0.00 5. Summary Export Print \$ or

Period Start: 02/13/2018 Period End: 02/12/2019 5:00 PM Filing Date: 02/15/2019 5:00 PM

Period	Contributor	Amount	Date Received	Type	Amended
Click here if you are reporting \$0.00 in contributions for this period.					

IN-KIND CONTRIBUTIONS

Non-monetary contributions must also be entered as a contribution. To do this, choose “in-kind” in the dropdown menu under “Contribution Type”.

Contributor Name: *

Aggregate
Salt Lake City UT 11111

Amount: *

Date Received: *

Contribution Type: *

By saving this contribution, the Candidate acknowledges and agrees to Salt Lake City Code 2.46.050(H). [View Code Definition](#)

* Required Field Save Cancel

HINT: In-kind contributions must also be entered as expenditures. See instructions for entering expenditures.

EDIT AND DELETE CONTRIBUTIONS

Contributions can be edited or deleted. Select the contribution you wish to edit by clicking on

its row in the data field. This will turn the row blue and show a check mark on the right side of the row. Then click the icon in the top right.



Contributions Expenditures

Period Filter: February #3 3 of 55 Contributions Period Total: \$400.00 Summary Export Print \$ \$

Period Start: 02/13/2018 Period End: 02/12/2019 5:00 PM Filing Date: 02/15/2019 5:00 PM

Period	Contributor	Amount	Date Received	Type	Amended
February #3	Example, Example	\$300.00	02/01/2019	Standard	
February #3	Example, Example	\$200.00	02/01/2019	Standard	
February #3	Example, Example	\$100.00	02/01/2019	Standard	

Change the desired information, then click “Save” or delete the entire contribution.

Contributor Name: Example, Example
ABC St.
Salt Lake City UT 84111

Amount: 200.00

Date Received: 02/01/2019

Contribution Type: Standard


By saving this contribution, the Candidate acknowledges and agrees to Salt Lake City Code 2.45.050(H). [View Code Definition](#)

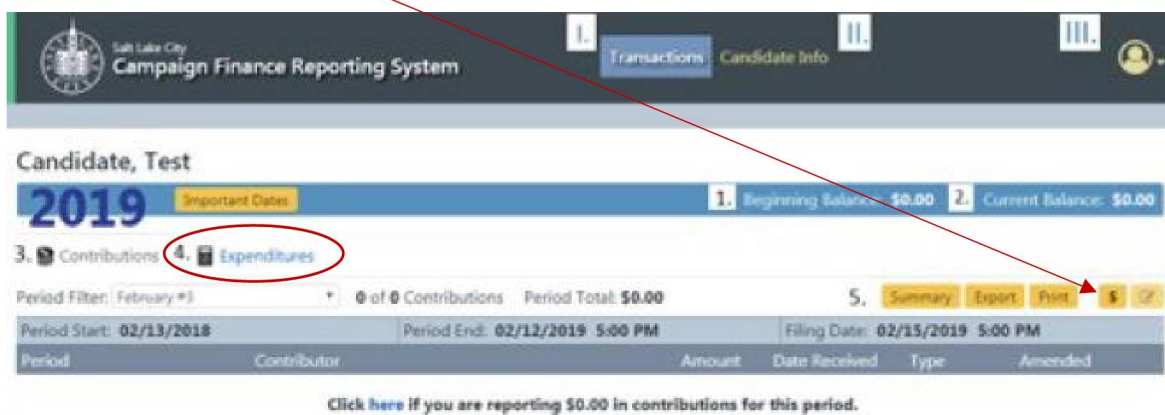
* Required Field

Save Delete Cancel

NOTE: When a contribution is deleted, the City Recorder’s Office is notified by email.

ADD EXPENDITURES

To add an expenditure, click the  icon from the transactions page on the expenditures tab.



Salt Lake City Campaign Finance Reporting System

Transactions Candidate Info

Candidate, Test

2019 Important Dates 1. Beginning Balance: \$0.00 2. Current Balance: \$0.00

3. Contributions 4. Expenditures

Period Filter: February #3 0 of 0 Contributions Period Total: \$0.00 Summary Export Print \$ \$

Period Start: 02/13/2018 Period End: 02/12/2019 5:00 PM Filing Date: 02/15/2019 5:00 PM

Period	Contributor	Amount	Date Received	Type	Amended
--------	-------------	--------	---------------	------	---------

[Click here](#) if you are reporting \$0.00 in contributions for this period.

Enter the required information, then click “Save”.

Add Expenditure
2019
✕

Payee:

Amount:

Date Paid:

Purpose:

Save
Cancel

HINT: Remember to enter any in-kind contributions as expenditures as well.

No Expenditures to Report

In the event your personal campaign committee made no expenditures during a specific reporting period, the campaign finance statement shall indicate that no expenditures were made during that reporting period. To report no expenditures, simply click “here” in the data field under the expenditures tab from the transactions screen.

Contributions
Expenditures

Period Filter: February #3
* 0 of 116 Expenditures
Period Total: \$0.00
Summary
Export
Print
\$
1/2

Period Start: 02/13/2018
Period End: 02/12/2019 5:00 PM
Filing Date: 02/15/2019 5:00 PM

Period	Payee	Date Paid	Amount	Purpose	Amended
Click here if you are reporting \$0.00 in expenditures for this period.					

Edit Expenditures

Expenditures can be edited or deleted. Select the expenditure you wish to edit by clicking on its row in the data field. This will turn the row blue and show a check mark on the right side of the row. Then click the icon in the top right.

Contributions
Expenditures

Period Filter: February #3
* 3 of 119 Expenditures
Period Total: \$250.00
Summary
Export
Print
\$
1/2

Period Start: 02/13/2018
Period End: 02/12/2019 5:00 PM
Filing Date: 02/15/2019 5:00 PM

Period	Payee	Date Paid	Amount	Purpose	Amended
February #3	Smith's	02/01/2019	\$50.00	Food for Meeting	
February #3	ABC Print	02/01/2019	\$50.00	Campaign Signs	
February #3	The Store	01/31/2019	\$150.00	Volunteer Supplies	

Change the desired information, then click “Save” or delete the entire expenditure.

NOTE: When an expenditure is deleted, the City Recorder's Office is notified by email.

Important Dates

By clicking on "Important Dates", you can access the General Election and Filing Dates for your election cycle.

VIEW TRANSACTIONS

To view current and past contributions/expenditures, click on the "Period Filter" dropdown menu. Select the desired period, the reporting period start and end dates appear in the bar under the filter drop down menu. You can toggle between the contribution and expenditures tabs to view the selected period data. Data can be sorted by clicking on the table headers, "contributor", "amount", "date received", "type" and "amended".

Period	Contributor	Amount	Date Received	Type	Amended
February #1	Bruce Lefavi	\$1,000.00	09/20/2016	Standard	
February #1	Good Government PAC	\$500.00	08/30/2016	Standard	
February #1	Good Government PAC	\$500.00	06/27/2016	Standard	
February #1	Hillary for America	\$250.00	04/18/2016	Standard	
February #1	NGPVAN Credit Voucher	\$320.00	09/08/2016	Standard	

SUMMARY

The Summary screen will show the current election cycle past reporting dates and the current pending date along with the election cycle beginning balance and current balance. This is what the public can see on the public-facing side.

EXPORT AND PRINT

By clicking "Export", the selected data downloads and converts to a csv file. By clicking "Print", the selected data will be printable as a PDF.

Financial Disclosure Deadlines			
Report Name	Period Start Date	Period End Date	Filing Date
July	2/12/2023 after 5 PM	7/1/2023	7/3/2023
Pre-General Election	7/1/2023 after 5 pm	10/5/2023	10/5/2023
28-Day Report	10/5/2023 after 5 PM	(Not yet entered)	10/19/2023
General Election	10/19/2023 after 5 PM	11/14/2023	11/14/2023
Post General Election	11/14/2023 after 5 PM	12/21/2023	12/21/2023
February #4	12/21/2023 after 5 PM	2/12/2024	2/15/2024

*These deadlines are by 5:00pm on the date noted

** During the seven (7) day period before the election, from November 1, 2023-November 7, 2023, each personal campaign committee shall file with the City Recorder a verified report of each contribution over five hundred dollars (\$500.00) within twenty-four (24) hours after receipt of each such contribution. Such report shall contain the information required by SLC Code § 2.46.090(A)(3).

***If a candidate fails to file the campaign finance statement which is due 7 days before the General Election **before 5:00 p.m.**, the candidate will be **disqualified**, and votes cast for the candidate will not be counted.

Section VI

Election Forms

2023 ★★



PERSONAL CAMPAIGN COMMITTEE FORMS



REGISTRATION OF PERSONAL CAMPAIGN COMMITTEE

(§2.46.020)

I, _____, being duly sworn, do hereby state; I am a prospective candidate for the 2023 Municipal Election in Salt Lake City for the Office of _____. For the purposes of, and pursuant to Section §2.46.020 of the Salt Lake City Code, I herewith appoint the following person(s) as my Personal Campaign Committee:

NAME (§2.46.030)	POSITION	EMAIL ADDRESS (§2.46.030)	PHONE NO.
	Secretary (§2.46.020) Can be the prospective candidate if there is no other party acting as the committee		

Designated email address to receive official election filing notices:

Prospective Candidate Signature

(STATE OF UTAH)
(COUNTY OF SALT LAKE)

On this _____ day of _____, in the year 20_____, before me, a notary public, personally appeared _____, proved on the basis of satisfactory evidence to be the person(s) whose name is subscribed to this instrument, and acknowledged (he/she/they) executed the same. Witness my hand and official seal.

(Notary Public Signature)

(Notary Seal)



PROSPECTIVE CANDIDATE & CAMPAIGN COMMITTEE INFORMATION

(For Internal Use Only)

PROSPECTIVE CANDIDATE INFORMATION

Prospective Candidate for Office of: _____

Name: _____

Home Address: _____

City: _____ State: _____ Zip: _____

Cell Phone: _____

Email Address: _____

CAMPAIGN COMMITTEE INFORMATION

Name of Campaign Chairperson: _____

Address of Campaign Headquarters: _____

Campaign Headquarters Email: _____

Who will be handling Finance Statements: _____

Cell phone: _____

Email Address: _____

Prospective Candidate Signature

(STATE OF UTAH)
(COUNTY OF SALT LAKE)

On this _____ day of _____, in the year 20____, before me, a notary public, personally appeared _____, proved on the basis of satisfactory evidence to be the person(s) whose name is subscribed to this instrument, and acknowledged (he/she/they) executed the same. Witness my hand and official seal.

(Notary Public Signature)

(Notary Seal)



**DECLARATION TO LIMIT
CAMPAIGN CONTRIBUTIONS & EXPENDITURES**
(§2.46.080)

I, _____ am a prospective candidate for the office of _____ for the **2023 Municipal Election of Salt Lake City, Utah (the "Election")**. I have read and understand Section § 2.46.080 of the Salt Lake City Code. Prospective candidate hereby promises to voluntarily limit campaign expenditures and contributions to his/her own personal campaign committee in accordance with Section § 2.46.080 of the Salt Lake City Code, Salt Lake City Corporation is required to make public a report stating that I have made such a declaration.

Dated this _____ day of _____, 2023.

Prospective Candidate Printed Name

Prospective Candidate Signature

(STATE OF UTAH)
(COUNTY OF SALT LAKE)

On this _____ day of _____, in the year 20_____, before me, a notary public, personally appeared _____, proved on the basis of satisfactory evidence to be the person(s) whose name is subscribed to this instrument, and acknowledged (he/she/they) executed the same. Witness my hand and official seal.

(Notary Public Signature)

(Notary Seal)



**DECLARATION TO LIMIT
CAMPAIGN CONTRIBUTIONS & EXPENDITURES**
(§2.46.080)

Please initial the following items under which type prospective candidate you are, Either City Council or Mayoral, stating that you understand the limitations and that you have received a copy of §2.46.080 (included in this packet)

CITY COUNCIL PROSPECTIVE CANDIDATES

_____ May not give more than \$3,000 in the aggregate to their own campaign during the current election cycle (§2.46.080A)

_____ Will limit their personal committee expenditures to no more than an aggregate of \$15,000 during the current election cycle (§2.46.080A)

MAYORAL PROSPECTIVE CANDIDATES

_____ May not give more than \$75,000 in the aggregate to their own campaign during the current election cycle (§2.46.080A)

_____ Will limit their personal committee expenditures to no more than an aggregate of \$375,000 during the current election cycle (§2.46.080A)

Prospective Candidate Signature

(STATE OF UTAH)
(COUNTY OF SALT LAKE)

On this _____ day of _____, in the year 20_____, before me, a notary public, personally appeared _____, proved on the basis of satisfactory evidence to be the person(s) whose name is subscribed to this instrument, and acknowledged (he/she/they) executed the same. Witness my hand and official seal.

(Notary Public Signature)

(Notary Seal)



**STATEMENT DECLINING TO MAKE A DECLARATION
TO LIMIT CAMPAIGN CONTRIBUTIONS AND EXPENDITURES**
(§2.46.080)

I, _____ am a prospective candidate for the office of _____ for the **2023 Municipal Election of Salt Lake City, Utah (the "Election")**. I have read and understand Section §2.46.080 of the Salt Lake City Code. I hereby decline to make a declaration, pursuant to such section, to voluntarily limit campaign expenditures and my contributions to my own personal campaign committee in connection with the Election. I acknowledge that pursuant to Section §2.46.080 of the Salt Lake City Code, Salt Lake City Corporation is required to make public a report stating that I have declined to make such a declaration.

Dated this _____ day of _____, 2023.

Prospective Candidate Printed Name

Prospective Candidate Signature

.

(STATE OF UTAH)
(COUNTY OF SALT LAKE)

On this _____ day of _____, in the year 20_____, before me, a notary public, personally appeared _____, proved on the basis of satisfactory evidence to be the person(s) whose name is subscribed to this instrument, and acknowledged (he/she/they) executed the same. Witness my hand and official seal.

(Notary Public Signature)

(Notary Seal)



AUTHORIZATION FOR ELECTRONIC FINANCIAL DISCLOSURE

(For Internal Use Only)

I, _____ am a prospective candidate for the office of _____ for the **2023 Municipal Election of Salt Lake City, Utah (the "Election")** affirm that reports of contributions and expenditures filed electronically with the Office of the Salt Lake City Recorder, Elections Division, using the Salt Lake City Campaign Finance Disclosure System, will be complete, true and correct in accordance with Salt Lake City Code §2.46.090.

I, _____ authorize the Office of the Salt Lake City Recorder to accept my reports filed electronically.

Dated this _____ day of _____, 2023.

Prospective Candidate Printed Name

Prospective Candidate Signature

(STATE OF UTAH)
(COUNTY OF SALT LAKE)

On this _____ day of _____, in the year 20_____, before me, a notary public, personally appeared _____, proved on the basis of satisfactory evidence to be the person(s) whose name is subscribed to this instrument, and acknowledged (he/she/they) executed the same. Witness my hand and official seal.

(Notary Public Signature)

(Notary Seal)



HELPFUL LINKS

LINK TO WEBSITE: www.sl.gov/elections

LINK TO CANDIDATE GUIDE : www.slcdocs.com/recorder/Candidate_Guide.pdf

Please initial the method of documents received.

____ I understand that I am responsible for the information provided in the electronic Election Candidate Guide

____ I would like to receive a printed Election Candidate Guide

Prospective Candidate Printed Name

REQUESTED PRINT OUT

Dated this ____ day of _____, 2023

Prospective Candidate Printed Name

Prospective Candidate Signature

(STATE OF UTAH)
(COUNTY OF SALT LAKE)

On this _____ day of _____, in the year 20_____, before me, a notary public, personally appeared _____, proved on the basis of satisfactory evidence to be the person(s) whose name is subscribed to this instrument, and acknowledged (he/she/they) executed the same. Witness my hand and official seal.

(Notary Public Signature)

(Notary Seal)



CHECKLIST FOR REGISTRATION OF A PERSONAL CAMPAIGN COMMITTEE (PCC)

(For Internal Use Only)

Please initial the following items to confirm you have received/read the following documents.

Prospective Candidates Name: _____

_____Municipal campaign finance reporting requirements before receiving campaign contributions & making expenditures.

_____Registration of a Personal Campaign Committee Explained

_____Registration of a Personal Campaign Committee

_____Candidate/Campaign Committee information

_____Financial disclosure forms **(MUST CHOOSE ONE FILING OPTION)**

_____Signature authorization financial disclosure – **ELECTRONIC FILING**

_____Signature authorization financial disclosure – **IN PERSON FILING**

_____Code section on voluntary limitation on contributions and expenditures

_____Declaration to limit campaign contributions and expenditures explained

_____Campaign contributions and expenditure form **(MUST CHOOSE TO LIMIT OR DECLINE TO LIMIT)**

_____Declaration to limit campaign contributions and expenditures

_____Statement **DECLINING** to make declaration to limit campaign contributions and expenditures

_____Helpful Links and Candidate Guide Print Out Request Form

Recorder's Staff Printed Name

Recorder's Staff Signature

Date

**Prospective Candidate
Printed Name**

**Prospective Candidate
Signature**

Date



REGISTRATION OF PERSONAL CAMPAIGN COMMITTEE EXPLAINED

(§2.46.020 & §2.46.040)

HOW TO REMOVE CAMPAIGN COMMITTEE MEMBERS (§2.46.040)

Any prospective candidate seeking to revoke the selection of a member of their Personal Campaign Committee may do so by submitting the revocation in writing via email to elections@slcgov.com as well as personally serving the revocation on the person whose appointment is revoked.

CAMPAIGN COMMITTEE VACANCY (§2.46.040)

If there is a vacancy on the Personal Campaign Committee. The prospective candidate will assume the role until the vacancy is filled.

HOW TO ADD CAMPAIGN COMMITTEE MEMBERS (§2.46.040)

Any prospective candidate seeking to add members to their Personal Campaign Committee may do so by submitting the names and addresses of the individuals in writing to the City Recorder's Office.



DECLARATION TO LIMIT CAMPAIGN CONTRIBUTIONS & EXPENDITURES EXPLAINED

(§2.46.080)

2.46.080: VOLUNTARY LIMITATION ON CONTRIBUTIONS AND EXPENDITURES:

- A. Declaration To Limit: A candidate may sign a written declaration pursuant to which the candidate agrees: 1) not to make contributions during the current election cycle to his or her own personal campaign committee in an amount exceeding, in the aggregate, three thousand dollars (\$3,000.00), in the case of candidates for the city council, and seventy five thousand dollars (\$75,000.00), in the case of candidates for mayor; and 2) to limit total campaign expenditures during the current election cycle by his or her personal campaign committee to an amount not exceeding, in the aggregate, fifteen thousand dollars (\$15,000.00), in the case of candidates for the city council, and three hundred seventy five thousand dollars (\$375,000.00), in the case of candidates for mayor. Except as provided in subsection B of this section, the city recorder shall require that each candidate either make such a declaration or sign a written statement declining to make such declaration, on the earliest of the following: 1) the day the candidate establishes a personal campaign committee pursuant to section 2.46.030 of this chapter; or 2) the day the candidate files a declaration of candidacy with the city. Except as provided in the next sentence, declarations by candidates shall be deemed terminated on the February 15 next following the general election. If, before the effective date of this amendment, a candidate entered into a contract with the city to limit campaign contributions and expenditures, such contract shall be deemed terminated on the effective date hereof.
- B. Existing Committees: With respect to any personal campaign committee which exists prior to the effective date hereof, on February 15, 2001, the city recorder shall require the candidate for whom such committee exists to either make the declaration described in subsection A of this section or sign a written statement declining to make such a declaration.
- C. Declaration Following Election: On the February 15 following any general election conducted by the city, any candidate for elective office at such general election or at the primary election preceding such general election, whose personal campaign committee has not been terminated before such date, shall notify the city recorder in writing whether or not such committee shall remain in existence after that date. Any candidate whose personal campaign committee shall remain in existence after that date shall, on such February 15, either make the written declaration described in subsection A of this section, or sign a written statement declining to make such a declaration.
- D. Form Of Declaration: The city, with the approval of the city attorney, shall prepare a form of declaration, containing in substance the requirements set forth in subsection A of this section, for use by candidates and the city in complying with this section.
- E. Reversal Of Decision:
- 1.If a candidate for an office has made the declaration described in subsection A of this section, and thereafter another candidate for the same office declines to make such a declaration, the candidate may, within fifteen (15) days after the city recorder provides public notice of such other candidate's decision not to make a declaration, void his or her declaration.
 - 2.If a candidate has made the declaration described in subsection A of this section, and thereafter such candidate determines that a person is making independent expenditures in opposition to the candidate's candidacy, the candidate may, at any time after making such determination, by a written document provided to the city recorder, void his or her declaration.
 - 3.If a candidate for an office has declined to make the declaration described in subsection A of this section, and thereafter another candidate for the same office makes such a declaration, within fifteen (15) days after the city recorder provides public notice of such other candidate's declaration the candidate may, unless he or she has already exceeded the contribution or expenditure limit, make such a declaration.
- F. Publicity By City: Within forty-eight (48) hours after any candidate either makes a declaration or signs a written statement declining to make such a declaration pursuant to subsection A of this section, the city recorder shall make available to the public a report stating whether or not such candidate made such a declaration. The city recorder shall also promptly make available to the public: 1) any reversal of a declaration to exceed or not to exceed the contribution or expenditure limits set forth in subsection A of this section, other than a reversal pursuant to subsection E1 of this section; and 2) any violation of a declaration entered into pursuant to subsection A of this section. (Ord. 1-01 § 2, 2001; Ord. 77-98 § 1, 1998)

CAMPAIGN FINANCE FORMS

(NOTE: YOU ONLY NEED TO FILL THIS OUT IF YOU ARE NOT USING THE ONLINE REPORTING SYSTEM)



CAMPAIGN FINANCE STATEMENT FINANCIAL REPORT TO SALT LAKE CITY RECORDER

NAME OF CANDIDATE OR POLITICAL COMMITTEE		OFFICE SEEKING	
STREET ADDRESS		CITY	ZIP CODE
AREA CODE & DAY PHONE	AREA CODE & FAX NUMBER	FILE DATE:	
		IS THIS AN AMENDMENT? <input type="checkbox"/> YES <input type="checkbox"/> NO	

- PREVIOUS -
TOTAL-TO-DATE

- COLUMN A -
TOTAL-TO-DATE

- COLUMN B -
TOTAL-TO-DATE

◀ Figure numbers in Column B by adding Previous Total-to-Date to numbers in Column A. If this is your first report for your campaign, the figures in Column A & B should be the same.

CONTRIBUTIONS RECEIVED			
1 TOTAL CONTRIBUTIONS RECEIVED (SEE SCHEDULE A)			
EXPENDITURES MADE			
2 TOTAL CONTRIBUTIONS MADE (SEE SCHEDULE B)			
BALANCE SUMMARY			
3 BALANCE AT THE BEGINNING OF REPORTING PERIOD			
4 TOTAL CONTRIBUTIONS RECEIVED (FROM LINE 1 COLUMN A)			
5 SUBTOTAL (ADD LINE 3 AND LINE 4)			
6 TOTAL EXPENDITURES MADE (FROM LINE 2 COLUMN A)			
7 TOTAL EXPENDITURES MADE (SUBTRACT LINE 6 FROM LINE 5)			

◀ Refer to Line 7 on your last report

SUMMARY PAGE

(Complete this page after filling out Schedule A and Schedule B)

PLEASE NOTE:

You must report all loans or donations given to your campaign from personal accounts.

SCHEDULE A ITEMIZED
CONTRIBUTIONS RECEIVED

PAGE	OF
CANDIDATE NAME OR POLITICAL COMMITTEE:	
DATE OF REPORT:	

COPY AND ATTACH ADDITIONAL PAGES, IF NEEDED.

DATE RECEIVED	NAME OF CONTRIBUTOR	MAILING ADDRESS	CONTRIBUTION AMOUNT

SUBTOTAL FOR THIS PAGE	
TOTAL CONTRIBUTIONS RECEIVED (SUM OF SUBTOTALS FROM ALL SCHEDULE A PAGES)	

PLEASE NOTE:
List all contributions of \$50 or less as contributor, 50-Under

If your contributions total less than \$500 for the election year, list grand total only. Keep a list of contributors and their amounts for your files. Once you reach \$500, you must list contributors and the amount.

SCHEDULE B ITEMIZED
EXPENDITURES MADE

PAGE	OF
CANDIDATE NAME OR POLITICAL COMMITTEE:	
DATE OF REPORT:	

COPY AND ATTACH ADDITIONAL PAGES, IF NEEDED.

DATE RECEIVED	NAME OF CONTRIBUTOR	MAILING ADDRESS	CONTRIBUTION AMOUNT
SUBTOTAL FOR THIS PAGE			
TOTAL CONTRIBUTIONS RECEIVED (SUM OF SUBTOTALS FROM ALL SCHEDULE A PAGES)			

PLEASE NOTE:
Any in-kind contributions reported on Schedule A should be listed as expenditures on Schedule B and should be included in the totals

If expenditures total less than \$500 for the election year, list grand total only. Keep a list of contributors and their amounts for your files. Once you reach \$500, you must itemize all expenditures.



NOTARY CERTIFICATE

I, _____, as _____ for
_____ of the aforesaid personal or political campaign
committee, being duly sworn, says the foregoing is a full and true statement or account of all
contributions received or made by the committee, and of the disposition thereof made and all
liabilities incurred by the committee to my knowledge and that all contributions and
expenditures not heretofore reported have been reported and there are no bills or obligations
outstanding and unpaid except as set forth in this report.

Candidate's Signature

State of Utah)
Salt Lake County):ss

Subscribed and sworn before me by _____ this ____ day of _____,
2023 .

Notary Public

(Stamp)

DECLARATION OF CANDIDACY

QUALIFICATIONS

Before the filing officer accepts any declaration of candidacy, the filing officer shall read to the candidate the constitutional and statutory requirements for candidacy, and the candidate shall state whether he/she fulfills the requirements. If the candidate indicates that he/she does not qualify, the filing officer may not accept his/her declaration of candidacy (Utah Code Section 20A-9-203).

MUNICIPAL CANDIDATE

Utah Code §10-3-301

Utah Code §20A-9-203

- Registered voter in the municipality in which the individual is elected*
- Must have resided within the municipality for which the candidate is seeking office for the 12 consecutive months immediately before the date of the election.
- Maintain a principal place of residence within the municipality, and within the district that the elected officer represents, during the officer's term of office
- If the individual resides in a territory which was annexed into the municipality: must have resided within the annexed territory or the municipality the 12 consecutive months immediately before the date of the election.
- Pay filing fee if one is required by municipal ordinance
- Not convicted of a felony**

** Utah Code §20A-2-101 states: A registered voter (1) is a citizen of the United States; (2) is a resident of Utah; (3) will, on the date of that election, be at least 18 years old, (4) has been a resident of Utah for 30 days immediately before that election; (5) and is registered to vote.*

*** Utah Code §20A-2-101.5 states: A person convicted of a felony loses the right to hold office until (1) all felony convictions have been expunged, OR (2) ten years have passed since the most recent felony conviction AND the person has paid all court-ordered restitution and fines AND the person has completed probation, been granted parole, or completed the term of incarceration associated with the felony.*

QUALIFICATIONS FOR CANDIDATE FILING DECLARATION



Please initial:

_____ The filing officer read the constitutional and statutory qualifications as listed below to me, and I meet those qualifications.

_____ I understand that an individual who holds a municipal elected office may not, at the same time, hold a county elected office.

_____ I agree to file all campaign financial disclosure reports, and I understand that failure to do so may result in my disqualification as a candidate for this office, possible fines and/or criminal penalties, including removal of my name from the ballot.

_____ I received a copy of the pledge of fair campaign practices, and I understand that signing this pledge is voluntary.

_____ I provided a valid email, or physical address if no email is available, and I understand this will be used for official communications and updates from election officials.

_____ I understand I will receive all financial disclosure notices by email.

_____ I prefer to also receive financial disclosure notices by mail at the following address:

_____ I understand my name will appear on the ballot as it is printed on this declaration of candidacy and that I may not make any amendments or modifications after 5:00 p.m. on August 15, 2023.

_____ I have received a copy of Section 20A-7-801 regarding the Statewide Electronic Voter Information Website Program and its applicable deadline.

Signature of Candidate

Date

Signature of Filing Officer

Date

2023 SALT LAKE CITY DECLARATION OF CANDIDACY



of

_____ (print name exactly as it is to be printed on the official ballot - no amendments or modifications after 5:00 p.m. on August 15, 2023).

for the office of _____ for the (two) or (four)-year term for the city of Salt Lake.

State of Utah _____)

: ss

County of Salt Lake _____)

I, _____, being first sworn and under penalty of perjury, say that I reside at _____ Street, City of _____, County of _____, state of Utah, Zip Code _____, Telephone Number (if any) _____; that I am a registered voter; and that I am a candidate for the office of _____ (stating the term). I will meet the legal qualifications required of candidates for this office. If filing via a designated agent, I attest that I will be out of the state of Utah during the entire candidate filing period. I will file all campaign financial disclosure reports as required by law and I understand that failure to do so will result in my disqualification as a candidate for this office and removal of my name from the ballot. I request that my name be printed upon the applicable official ballots.

☐ (Optional) I wish to classify my addresses listed above as a protected record. By doing so, you must provide an alternative address or phone number.

Alternative Address, Email, OR Phone Number: _____

Email Address

Website

Signature of Candidate

(Must be notarized or be signed in the presence of the filing officer. A designated agent may not sign on behalf of the candidate.)

Subscribed and sworn/affirmed to be before me on this _____ day of _____, 20____, by
_____.

Notary Public

My Commission Expires:

(Seal)

CANDIDATE PROFILE

How to SUBMIT YOUR CANDIDATE PROFILE



The Lieutenant Governor's Office provides candidates with the opportunity to submit a candidate profile for the website, [VOTE.UTAH.GOV](https://vote.utah.gov). Your profile includes biographical information, a picture, and a short statement. The candidate profile portal may timeout during the submission process; it is recommended that candidates write out their profile details in a separate document to save their work.

HOW DO I SUBMIT MY PROFILE?

1. Visit the website [VOTE.UTAH.GOV](https://vote.utah.gov). Select the button "Resources for Candidates, Political Groups & Parties" at the bottom of the page.
2. After being directed to a new page, select the option "Submit candidate profile."
3. You will be directed to the UtahID portal. If you do not have a UtahID account, you must create one to proceed. If you already have a UtahID account, simply log into your account.
4. After creating your UtahID account, you will be prompted for a PIN number. To obtain a PIN number, select your name in the dropdown menu then check your email.
5. After selecting your name in the dropdown menu, you will receive an email with your PIN number. Your PIN number will be sent to the email address that you provided on your declaration of candidacy. It will not be sent to the email address of your UtahID account.
6. After receiving your PIN number, enter it into the website and click "Submit."
7. After entering your PIN number, the website will prompt you to enter your candidate profile. After you are completed, click "Submit for Approval." You have the ability to save and edit your profile *before* the deadline.

WHEN CAN I SUBMIT MY PROFILE?

- **General Election Candidates:**
September 22, 2023 at 5:00 p.m. (Mountain Time)

Please note that these deadlines are established by law. As a result, late submissions and edits cannot be accepted.

Do you need assistance with your candidate profile? Contact the Utah Lieutenant Governor's Office at (801) 538-1041 or elections@utah.gov. Open Monday – Friday, 8:00 am – 5:00 pm (state and national holidays excluded)

FILING WAIVER PETITION FORMS



Nomination Information Form

Office Use Only

Pursuant to Utah State Code §20A-9-203(3)(c) Any resident of the municipality may nominate a candidate for a municipal office by: (i) filing a nomination petition with the City recorder between August 8 and August 15 of any odd- numbered year during regular office hours; and (ii) paying the appropriate filing fee.

Nominator Information

Name			
Phone Number			
Email Address			
Physical Address			
Preferred Contact Method	Phone _____	Email _____	(mark with an "x")
Received RCV Info	Yes _____	No _____	(mark with an "x")

Candidate Information

Name	
Phone Number	
Email Address	
Physical Address	
District	

WITHDRAWAL OF CANDIDACY



AFFIDAVIT FOR WITHDRAWAL OF CANDIDACY

I, _____, being first duly sworn, do hereby state I willingly and officially withdraw my Declaration of Candidacy/Nomination for the office of _____ in the 2023 Salt Lake City Municipal Election.

Candidate Signature

State of Utah)
 :ss
Salt Lake County)

Subscribed and sworn to before me by _____ this ____ day of _____, 2021.

Notary Public

(Stamp)

POST GENERAL ELECTION FORMS



STATEMENT REGARDING EXISTING PERSONAL CAMPAIGN COMMITTEE

I, _____, was a candidate for the office of _____ for the 2023 Municipal General Election of Salt Lake City, Utah, and my personal campaign committee has not been terminated as of this date.

(Please mark one of the boxes below.)

- ☐ My personal campaign committee shall remain in existence after February 15, 20__.
- ☐ My personal campaign committee shall **not** remain in existence after February 15, 20__.

_ Prospective Candidate's
Signature

State of Utah)
 :ss
Salt Lake County)

On this ____ day of _____, in the year 20____, before me, _____ a notary public, personally appeared _____, proved on the basis of satisfactory evidence to be the person(s) whose name is subscribed to this instrument, and acknowledged (he/she/they) executed the same. Witness my hand and official seal.

Notary Public

(Stamp)

CAMPAIGN FINANCE STATEMENT OF THE DISTRIBUTION OF ANY SURPLUS AND/OR THE PAYMENT OR COMPROMISE OF ALL DEBTS

Name of Committee	Office Sought/Office Holding
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Date	AMOUNT OF SURPLUS (Balance of last Financial Statement)	
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RECIPIENT OF SURPLUS		
NAME	ADDRESS	AMOUNT

AMOUNT OF DEBT (Balance of last Financial Statement)	
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RECIPIENT OF AMOUNTS FOR DEBTS PAID OR COMPROMISED		
NAME	ADDRESS	AMOUNT

This statement represents a good faith effort by the committee to comply with the provisions of Salt Lake City Code Chapter 2.46 and is, to the best knowledge of the committee, true, accurate, and complete.

PLEASE NOTE: This report must be filed no later than 30 days after the distribution of any surplus campaign funds and/or the payment or compromise of all debts. All information supplied is determined to be public information and will be made available for public review. Distribution of Surplus or Debt Compromised Page 1 of 2.



I, _____, as _____
Print Name **Secretary / Chairperson**

for _____
Name of Committee

state that the foregoing is a full and true statement or account of all campaign surplus and the recipient(s) of such surplus and a full and true statement of all debts paid or compromised by the committee, and the persons to whom any debt was paid or compromised, and that there are no bills or obligations outstanding and unpaid.

Signature of Secretary / Chairperson

Date