

Fairfield Town

Utah County, Utah

2025 Candidate Guide Packet

Dear Candidate,

Congratulations on taking the exciting step of running for elected office in Fairfield Town! Your decision to serve our community is both commendable and inspiring, and we're thrilled to welcome you to this rewarding journey.

Running for office is no small feat. It takes heart, dedication, and a whole lot of energy—and we're here to help you every step of the way. As Town Recorder, I'm excited to provide you with essential information and support to help make your campaign experience as smooth and successful as possible.

In Fairfield, the Town Recorder's Office plays a key role in overseeing candidate filings and elections. We're committed to ensuring a fair, transparent process, and we're always just a phone call away to help guide you through the details.

Enclosed you'll find the **Candidate Guide to Elections**—your go-to resource for understanding the nuts and bolts of how our elections work. It's packed with helpful information, deadlines, and procedures to keep you on track and informed.

If you have any questions, don't hesitate to reach out! I'm just a call away at (801) 766-3509 and always happy to help.

Once again, congratulations on your candidacy! Your willingness to step up and get involved says so much about your commitment to Fairfield. I wish you the very best in the exciting weeks ahead.

With appreciation and enthusiasm,

Stephanie Shelley

Fairfield Town Recorder

Personal Commitment

To fulfill your duties effectively as a Council member, it is essential to prioritize and manage your time wisely. Your commitment to efficient time management will be instrumental as you navigate the responsibilities of your position, which include attending regular meetings and fulfilling other crucial obligations. These may involve participating in two or more monthly meetings, ensuring that you are actively engaged in the decision-making process, and addressing the needs of our community.

Offices To be Voted On

And the Terms of Office

Council Member Seat C	4-year Term	January 2026 to January 2030
Council Member Seat D	4-year Term	January 2026 to January 2030

Qualifications for Elected Office

A candidate must be a United States citizen.

A candidate must be 18 years old or older and a registered voter of Fairfield

A candidate must have resided in Fairfield Town for 12 consecutive months immediately preceding the date of the election.

A candidate must be mentally competent, have not been convicted of a felony, and not have been convicted of treason or a crime against the elective franchise unless the right to hold office has been restored pursuant to [UCA § 20A-2-101.3](#) or [20A-2-101.5](#), as amended.



Election 2025

Public Record Disclaimer

The information you provide on your declaration of candidacy, certificate of nomination, or affidavit of impecuniosity is a public record, and your information will be published, posted, or otherwise publicly accessible.

Utah Code [§63G-2-305\(52\)](#) allows you to make your residential and mailing address a protected record if you provide an alternate address or phone number. If you would like to make your residential and mailing address a protected record, please complete the following fields:

____ Yes, I would like to make my residential and mailing address on my declaration of candidacy, certificate of nomination, and/or affidavit of impecuniosity a protected record.

Name: _____

Please contact me using the alternate address or phone number:

Alternate Address: _____

OR

Alternative Phone Number: _____

2025 Municipal Declaration Of Candidacy

Please note that the information on this form may be available to the public in accordance with Utah State Code [63G-2-301](#) and [63G-2-201](#).

FIRST NAME (as it will appear on the ballot)

MIDDLE NAME (as it will appear on the ballot)

LAST NAME (as it will appear on the ballot)

for the office of _____ for the _____ (four-year) term for Fairfield Town.

State of Utah

County of _____ Utah _____ } ss.

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.

Email Address

(one that is closely monitored)

Candidates must provide the filing officer with an email address at the time of filing if the candidate wishes to display a candidate profile on the Statewide Electronic Voter Information website. 20A-9-203(4)(c)(iv)(B)

Signature of Candidate

(must be signed in the presence of the filing officer)

Subscribed and sworn to before _____ on this _____.

(Filing officer name)

(month/day/year)

(Seal)

(Fairfield Town)

(Time)

(Date Received)

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 have complied with the conflict of interest disclosure requirements as required in 10-3-301.5.
- _____ 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 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 June 6, 2025**.
- _____ I have received a copy of Section [20A-7-801](#) regarding the Statewide Electronic Voter Information Website Program and its applicable deadline.

Signature of Town Clerk/Filing Officer

Date

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 the filing fee, if one is required by municipal ordinance
- ★ Not convicted of a felony, treason, crime, or offense relating to elections**
- ★ Cannot have been declared mentally incompetent

* *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.*



Pledge of Fair Campaign Practices

(UTAH CODE 20A-9-206)

There are 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, our 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.

THEREFORE:

I SHALL conduct my campaign openly and publicly, discussing the issues as I see them, presenting my record and policies with sincerity and frankness, and criticizing, without fear or favor, the record and policies of my opponents that I believe merit criticism.

I SHALL NOT use, nor shall I permit the use of, scurrilous attacks on any candidate or the candidate's immediate family. I shall not participate in, nor shall I permit the use of, defamation, libel, or slander against any candidate or the candidate's immediate family. I shall not participate in, nor shall I permit the use of, any other criticism of any candidate or the candidate's immediate family that I do not believe to be truthful, provable, and relevant to my campaign.

I SHALL NOT use, nor shall I permit the use of, any practice that tends to corrupt or undermine our American system of free elections, or that hinders or prevents the free expression of the will of the voters, including practices intended to hinder or prevent any eligible person from registering to vote or voting.

I SHALL NOT coerce election help or campaign contributions for myself or for any other candidate from my employees or volunteers.

I SHALL immediately and publicly repudiate support deriving from any individual or group which resorts, on behalf of my candidacy or in opposition to that of an opponent, to methods in violation of the letter or spirit of this pledge. I shall accept responsibility to take firm action against any subordinate who violates any provision of this pledge or the laws governing elections.

I SHALL defend and uphold the right of every qualified American voter to full and equal participation in the electoral process.

I, the undersigned, candidate for election to public office in the State of Utah, hereby voluntarily endorse, subscribe to, and solemnly pledge myself to conduct my campaign in accordance with the above principles and practices."

Name: _____ Office: _____

Signature: _____ Date: _____

*This is a voluntary pledge. Candidates are not required to sign this pledge of fair campaign practices.

*This document is considered a public record and will be retained for public inspection until 30 days following the election.

Private Contact Information

The information provided here will only be used by the Elections Office staff to contact you regarding required notices, financial reports, and other important items.

Candidate Name (REQUIRED)
Home Address (REQUIRED)
Telephone Number (REQUIRED)
Email Address (REQUIRED)

Signature of Filing Officer

Date

Office of the Lieutenant Governor
350 N. State Street, Suite 220 – P.O. Box 142325 – Salt Lake City, UT 84114-2325
Tel: 801-538-1041 Fax: 801-538-1133 Email: elections@utah.gov



Submitting 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. Submitting a candidate profile is optional.

Candidates are responsible for submitting their profile by the deadline. Deadlines are established by law (see Utah Code 20A-7-801(4)). As a result, late submissions cannot be accepted. Due to the volume of profiles being submitted, edits after submission cannot be accommodated.

This year, candidates will receive an email link to complete their bio (from elections@utah.gov). **These links will be sent to the email provided on the candidate's filing form.** Please check your spam folder if the link is not in your inbox.

If you do submit a profile for the Primary Election and then make it to the General Election, you will need to resubmit a new profile for the Election, due to state law. Your Primary Election profile will NOT carry over to the General Election.

How Do I Submit My Profile?

1. After being sent the link, follow the instructions to submit your profile. Please read and review the information on the page carefully.
2. After reading the page, select "Submit Candidate Information." Complete the form and submit it.
3. Click the link and complete the form. Once the submission deadline has ended, our office will review the submissions and notify candidates if their profiles require correction. This process typically takes a few weeks to complete.
4. After the review period is over and before ballots are sent, our office will post the profiles on VOTE.UTAH.GOV under the "Learn About Candidates and Issues" tab.

When Can I Submit My Profile?

PRIMARY Election Candidates:

- For candidates who have a primary election, the deadline for their submission is **June 27th, 2025, at 5:00 PM Mountain Time.**

GENERAL Election Candidates:

- General election candidates have until **September 5th, 2025, at 5:00 PM Mountain Time.**

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)

2024 – 2025 MASTER BALLOT POSITION LIST

In accordance with Utah Code Section [20A-6-110](#), Utah Lieutenant Governor Deidre M. Henderson hereby establishes the Master Ballot Position List, establishes written procedures for election officials to use the Master Ballot Position List, establishes written procedures for the Lieutenant Governor in conducting the randomization in a fair manner, and provides a record of the random selection process used.

A. Master Ballot Position List

1. **B**
2. **Z**
3. **C**
4. **W**
5. **R**
6. **E**
7. **N**
8. **A**
9. **J**
10. **Y**
11. **M**
12. **K**
13. **S**
14. **G**
15. **L**
16. **F**
17. **T**
18. **X**
19. **P**
20. **U**
21. **O**
22. **V**
23. **H**
24. **I**
25. **Q**
26. **D**

B. Written procedures for election officials to use the master ballot position list.

In accordance with Utah Code Section [20A-6-110](#), election officers shall use the master ballot position list for 2024-2025 to determine the order in which to list candidates on the ballot for any election held during those years.

To determine the order in which to list candidates on the ballot, the election officer shall apply the randomized alphabet as so:

- The candidate's surnames as listed on the declaration of candidacy

- If two or more candidates have surnames that begin with the same letter, the list shall be applied to each subsequent letter in the candidates' surnames as listed on the declaration of candidacy
- If two or more candidates have an identical surname as listed on the declaration of candidacy, the list shall be applied to the candidates' given (first) names as listed on the declaration of candidacy

C. Written procedures for the Lieutenant Governor in conducting the randomization in a fair manner and record of the random selection process used.

The Office of the Lieutenant Governor will conduct the randomization process by drawing wooden letter tiles from an opaque bag and following these procedures:

1. A wooden tile with each letter of the alphabet printed is to be placed in an opaque bag
2. Three individuals are to be selected to draw tiles out of the bag
3. The order the individuals draw tiles out of the bag is selected at random by rolling the die
4. The person rolling the highest number on the die picks first, the second highest roller picks second, and the lowest roller picks third
5. Ties are broken by rolling the die until one of the individuals in the tie rolls a number that is higher than the other person they are tied with
6. Letters are pulled out of the opaque bag until all tiles are removed
7. The order the tiles were picked from the bag became the Master Ballot Position List

The randomization was done on Tuesday, January 9, 2024, at 10:00 am in the rotunda of the Utah State Capitol. Notice of the meeting was published on the Public Notice Website and broadcast live on Zoom. A recording of the meeting can be found on the www.vote.utah.gov website.

Important Dates

June 2nd thru June 6th, 2025 @ 5:00 PM Filing Period for Declaration of Candidacy

Individuals wishing to run for municipal office must file a Declaration of Candidacy in person with Recorder Stephanie Shelley on Tuesday or Thursday between 8 am and 5 pm. For filings on Monday, Wednesday, or Friday, please call (801) 766-3509 to schedule an appointment.

Filing **closes at 5:00 PM on June 6**. The office will rely on the official computer time.

Candidates must meet eligibility requirements in Utah Code § 20A-9-203 to qualify.

June 27, 2025, by 5 pm Candidate Profile for vote.utah.gov

Deadline for candidates to submit an optional 200-word profile to the Lt. Governor's Office for the Primary Election. See Page 12 of this packet for information on submitting your profile. [UCA § 20A-7-801]

June 27, 2025, Ballots are transmitted

Ballots are transmitted to overseas and military (UOCAVA) voters. [UCA § 20A-16-403]

July 22, 2025, Ballots mailed

Vote-by-mail ballots are sent to voters no sooner than 21 days before the Primary Election Day. [UCA § 20A-3a-202]

August 1, 2025, by 5 pm, Voter Registration Deadline

The Utah County Clerk must receive voter registration **before 5:00 PM**. However, voters may register to vote at an early or a polling location on Election Day. Voters must bring two forms of identification to do so. [UCA § 20A-2-102.5]

August 5, 2025, by 5 pm Campaign Financial Disclosure

This is the last day for candidates to file a signed campaign financial disclosure with the Town Recorder before the Primary Election. [UCA § 10-3-208(4)(a)]

August 12, 2025, Primary Municipal Election

Polls open at 7:00 AM and close at 8:00 PM. [UCA § 20A-1-201.5 and 20A-9-404] An individual who is not registered to vote may register to vote and vote on election day by casting a provisional ballot. [UCA § 20A-3a-601]

August 26, 2025, Last Day to Canvass Primary Election Returns

Last day the Board of Canvassers may canvass the Primary Election returns. The Board of Canvassers meets to canvass the returns no sooner than seven days after the election and no later than fourteen days after the election. [UCA § 20A-4-301]

August 29, 2025, Recount Deadline

The last day, a candidate may request a recount. [UCA § 20A-4-401]

September 2, 2025, Write-in Candidate Deadline 5 pm

Last day to declare as a Write-in Candidate by 5 pm. [UCA § 20A-9-601]

September 5, 2025, Candidate Profile for vote.utah.gov

Deadline for candidates to submit an optional 200-word profile to the Lt. Governor's Office for the Primary Election. See Page 12 of this packet for information on submitting your profile. [UCA § 20A-7-801(4)]

September 11, 2025, by 5 pm, Campaign Financial Disclosure from Eliminated Candidates

This is the last day for candidates who are eliminated at the Primary Election to file a signed campaign financial disclosure with the City Recorder. [UCA § 10-3-208(4)(c)]

September 19, 2025, Ballots are transmitted

Ballots are transmitted to overseas and military (UOCAVA) voters. [UCA § 20A-16-403]

October 7, 2025, by 5 pm Campaign Financial Disclosure

This is the last day for candidates to file a signed campaign financial disclosure with the City Recorder, 28 days prior to the General Election. [UCA § 10-3-208(4)(b)(i), UCA 10-3-208(5)(a)]

October 14, 2025, Ballots mailed

Vote-by-mail ballots are sent to voters no sooner than 21 days before the Primary Election Day. [UCA § 20A-3a-202]

October 24, 2025, by 5 pm Voter Registration Deadline

The Utah County Clerk must receive voter registration before 5:00 PM. However, voters may register to vote at an early or polling location on Election Day. Voters must bring two forms of identification to do so. [UCA § 20A-2-102.5]

October 28, 2025, by 5 pm, Campaign Financial Disclosure

This is the last day for candidates to file a signed campaign financial disclosure with the City Recorder, 7 days prior to the General Election. [UCA § 10-3-208(4)(b)(ii)]

November 4, 2025, General Municipal Election

Polls open at 7:00 AM and close at 8:00 PM. [UCA § 20A-1-202]

An individual who is not registered to vote may register to vote, and vote, on election day by casting a provisional ballot. [UCA § 20A-3a-601]

November 21, 2025, Last Day to Canvass General Election Returns

Last day the Board of Canvassers may canvass the General Election returns. The Board of Canvassers meet to canvass the returns no sooner than seven days after the election and no later than fourteen days after the election. [UCA § 20A-4-301]

November 21, 2025, by 5 pm, Recount Deadline

The last day a candidate may request a recount. [UCA § 20A-4-401]

December 4, 2025, by 5 pm, Final Campaign Financial Disclosure

This is the last day for candidates to file a signed campaign financial disclosure with the City Recorder, 28 days prior to the General Election. [UCA § 10-3-208(4)(b)(i), UCA 10-3-208(5)(a)]

January 5, 2026, Oath of Office

Newly elected municipal officers begin their terms of office at 12:00 noon on the first Monday in January following the election, and shall be given the oath of office by the City Recorder at the first scheduled City Council meeting in January. [UCA § 10-3-201]

Candidate Name on Ballot – Summary Guide

([Utah Code § 20A-6-109](#))

Default Name Format

- Legal First Name + Legal Last Name

Using Your Middle Name Instead of Your First Name

Allowed if all of the following are met:

1. You normally go by your middle name (or a common derivative).
2. By 5:00 p.m. on the last day of the declaration of candidacy period, you submit:
 - A written request specifying the middle name or derivative.
 - An affidavit by you, under penalty of perjury, affirming you are commonly known by that name.
 - Affidavits, under penalty of perjury, from five non-family county residents stating you are commonly known by that name.

Using a Nickname

Allowed if all of the following are met:

1. The nickname may not:
 - Imply you are someone else (living or dead).
 - Be a slogan.
 - Associate the candidate with an economic, religious, political, or other group, issue, or opinion.
 - Be offensive, profane, or spurious.
 - Be a title, rank, degree, certification, job description, or similar designation.
2. By 5:00

p.m. on the last day of the declaration of candidacy period, you submit:

- A written request with the desired nickname and placement.
- An affidavit by you, under penalty of perjury, affirming common use and you are not using the nickname to gain an advantage on the ballot.
- Affidavits, under penalty of perjury, from five non-family county residents that you are generally known by that nickname.

Nickname Placement Options

You may place the nickname:

- Before or after your legal first name
- Before or after your legal middle name if on the ballot
- In place of your legal first name

Simplified Nickname Use

If the nickname is a common short form of your legal first name (e.g., Mike for Michael), you may request it without affidavits—just a written request by 5 p.m. on the day the declaration of candidacy period ends. You may use your middle name initial between your first and last name or use your first initial before your middle name.

Rejected or Ignored Requests

- Election Officer must respond within 5 business days.
- If rejected or no response, you may appeal to court within 5 days.

Name Conflicts

- Election Officer may add a legal middle name or negotiate another differentiation if candidates have similar names.

Ballot Order Rules

- Ballot order is based on a randomized alphabet list using your legal surname.
- Legal name governs ballot placement, even if a nickname or middle name is used.

State of Utah 2025

Municipal Financial Disclosure Dates

- ★ Please note these dates and deadlines do not take into account local financial disclosure ordinances. ***Candidates should check with their respective municipal clerk/recorder*** to ensure that they are in full compliance with their local financial disclosure ordinances.
- ★ Campaign financial disclosures are **due by 5:00 p.m. on the due date.**
- ★ Campaign finance statements should include all contributions received and expenditures made up to and including five (5) days before the campaign finance statement is due.

Municipal Candidates Financial Disclosures

Report Name	Due Date	Report includes all transactions between	Who this applies to
Primary Election Report	August 12, 2025	January 1, 2024, thru August 12, 2025	Candidates in a Primary
Post-Primary Report	September 11, 2025	Remaining transactions	Candidates eliminated at the Primary
28-Day Report	October 7, 2025	January 1, 2025, thru October 2, 2025 (no primary) OR August 1, 2025, thru October 2, 2025 (won primary)	Candidates not in a Primary, OR Candidates who won the Primary
General Election Report November 4, 2025	October 28, 2025	October 3, 2025 thru October 23, 2025	Candidates in the General Election
Post-General Report	December 4, 2023	Remaining transactions	Candidates in the General Election
30 Days after Disqualification	Varies; contact our municipal clerk/recorder	Varies contact your municipal clerk/recorder	Candidates who are disqualified for failing to file the financial report by the deadline

Campaign Financial Report

To

Stephanie Shelley of Fairfield Town
Town Recorder/Clerk

For

Full Name of candidate

Street Address

City Zip 84

Name of office Seat

1- Total Contributions of donors who gave more than \$50.00 \$

2- Aggregate total contributions of \$50.00 or less \$

3- Total campaign expenses \$

4- Balance at the end of the reporting period \$

Date	Candidate	Time
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Note: Utah election code [10-3-208](#) states that all municipalities shall adopt an ordinance establishing campaign finance disclosure requirements for candidates running for city or town office. You should check with your city recorder or town clerk for the disclosure requirements which pertain to your municipality.

Fairfield Town Candidate

Itemized Contribution Report

Date Received	Name of Contributor	Complete Mailing Address	Amount Contribution

Candidate Signature

Date

Time

2025 Municipal Election

Financial Disclosures

- Pursuant to Utah State Code [UCA § 10-3-208](#), Candidates for elected municipal office must file Campaign Finance Statements with the Town Recorder containing itemized and total campaign contributions and expenditures. The names of candidates who fail to comply with this deadline will be removed from the ballot for both Primary and General Elections. Signed campaign financial statements received by the Town Recorder are classified as a public record.
- A campaign finance statement required under this section is considered filed if it is received in the municipal clerk or recorder's office by 5 p.m. on the date that it is due.
- Campaign Finance Statements are classified as public documents and will be made available for public inspection and copying no later than one business day after filing. A copy will be posted on the Town website and provided to the Lt. Governor.
- The Town Recorder will distribute printed and electronic copies of a Campaign Finance Reporting Statement form for candidates to use if wished. Candidates may prepare their own form if required criteria is included.
- Candidates may report the total amount of contributions and expenditures if the candidate receives \$500 or less in contributions and spends \$500 or less on the candidates' campaign.
- Each candidate shall deposit contributions into a separate campaign account in a financial institution; and may not deposit or mingle any campaign contributions received into a personal or business account.
- Within 30 days after receiving a contribution that is cash or a negotiable instrument, exceeds the anonymous contribution limit of \$50, and is from a donor whose name is unknown, a candidate shall disburse the amount of the contribution to either the treasurer of the state or a political subdivision for deposit into the state's or political subdivision's general fund, OR an organization that is exempt from federal income taxation under Section 501(c)(3), Internal Revenue Code.
- *The municipal clerk or recorder shall disqualify a candidate and inform the appropriate election official that the candidate is disqualified if the candidate fails to file a campaign finance statement within 24 hours after the deadline for filing the report.*
- If a candidate is disqualified under Subsection (11)(b), the election official: shall notify opposing candidates for the municipal office that the candidate is disqualified; send an email notification to each voter for who the election official has an email address that the candidate is disqualified; post notice of the disqualification on a public website; and if practicable, remove the candidate's name from the ballot by blacking out the candidates name before the ballots are delivered to voters; or include a written notice with the ballot; and may not count any votes for that candidate.
- A candidate who timely files each campaign finance statement required is not disqualified if the statement details accurately and completely the information required except for inadvertent omissions, insignificant errors, or inaccuracies; and the omissions, errors, or inaccuracies are corrected in an amended report or in the next scheduled report.

Campaign Signs

- **Unlawful Removal or Vandalism of Campaign Signs**

- The removal, altering, defacing, or vandalizing of political signs is prohibited. Punishment is a Class B misdemeanor.
- Candidates and their agents, people who placed the sign, property owners, and a public officer who moves the sign in accordance of their duties are exempt.

- **Posting Signs on Public Property**

- If a local government entity allows one person to post a political sign on public property, they must allow others to post political signs as well.
- Local governments that do not allow political signs on public property are unaffected.

[UCA 20A-17-102 & 20A-17-103](#)

Campaigning near a Polling Location

- No one can campaign or electioneer within 150 feet of a polling location
 - Within 150 feet of the **building or ballot box**
 - This only applies to public property

[UCA 20A-3-501](#)

Photographs of Ballots

- Prohibits a person from taking a picture of a ballot other than their own
- Allows an individual to take, share, or publish a photograph of their own ballot (i.e. ballot selfies)

[UCA 20 A-3a-504](#)

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Voter Information Website

Effective 5/7/2025

20A-7-801. Statewide Electronic Voter Information Website Program -- Duties of the lieutenant governor -- Content -- Duties of local election officials -- Deadlines -- Frequently asked voter questions -- Other elections.

- (1) There is established the Statewide Electronic Voter Information Website Program administered by the lieutenant governor in cooperation with the county clerks for general elections and municipal authorities for municipal elections.
- (2) In accordance with this section, and as resources become available, the lieutenant governor, in cooperation with county clerks, shall develop, establish, and maintain a state-provided Internet website designed to help inform the voters of the state of:
 - (a) the offices and candidates up for election;
 - (b) the content, effect, operation, fiscal impact, and supporting and opposing arguments of ballot propositions submitted to the voters; and
 - (c) the status of a voter's trackable ballot, in accordance with Section 20A-3a-401.5, accessible only by the voter.
- (3) Except as provided under Subsection (6), the website shall include:
 - (a) all information currently provided in the Utah voter information pamphlet under Chapter 7, Part 7, Voter Information Pamphlet, including a section prepared, analyzed, and submitted by the Judicial Performance Evaluation Commission describing the judicial selection and retention process;
 - (b) on the homepage of the website, a link to the Judicial Performance Evaluation Commission's website, judges.utah.gov;
 - (c) a link to the retention recommendation made by the Judicial Performance Evaluation Commission in accordance with Title 78A, Chapter 12, Part 2, Judicial Performance Evaluation, for each judicial appointee to a court that is subject to a retention election, in accordance with Section 20A-12-201, for the upcoming general election;
 - (d) all information submitted by election officers under Subsection (4) on local office races, local office candidates, and local ballot propositions;
 - (e) a list that contains the name of a political subdivision that operates an election day voting center under Section 20A-3a-703 and the location of the election day voting center;
 - (f) other information determined appropriate by the lieutenant governor that is currently being provided by law, rule, or ordinance in relation to candidates and ballot questions;
 - (g) any differences in voting method, time, or location designated by the lieutenant governor under Subsection 20A-1-308(2); and
 - (h) an online ballot tracking system by which a voter can view the status of the voter's trackable ballot, in accordance with Section 20A-3a-401.5, including:
 - (i) when a ballot has been mailed to the voter;
 - (ii) when an election official has received the voter's ballot; and
 - (iii) when the voter's ballot has been counted.
- (4) (a) An election official shall submit the following information for each ballot under the election official's direct responsibility under this title:
 - (i) a list of all candidates for each office;
 - (ii) if submitted by the candidate to the election official's office no later than 5 p.m. on the last business day that is at least 45 calendar days before the primary election or no later than 5 p.m. on the last business day that is at least 60 calendar days before the general election:
 - (A) a statement of qualifications, not exceeding 200 words in length, for each candidate;
 - (B) the following current biographical information if desired by the candidate, current:
 - (I) age;
 - (II) occupation;
 - (III) city of residence;
 - (IV) years of residence in current city; and
 - (V) email address; and

- (C) a single web address where voters may access more information about the candidate and the candidate's views; and
- (iii) factual information pertaining to all ballot propositions submitted to the voters, including:
 - (A) a copy of the number and ballot title of each ballot proposition;
 - (B) the final vote cast for each ballot proposition, if any, by a legislative body if the vote was required to place the ballot proposition on the ballot;
 - (C) a complete copy of the text of each ballot proposition, with all new language underlined and all deleted language placed within brackets; and
 - (D) other factual information determined helpful by the election official.
- (b) The information under Subsection (4)(a) shall be submitted to the lieutenant governor no later than one business day after the deadline under Subsection (4)(a) for each general election year and each municipal election year.
- (c) The lieutenant governor shall:
 - (i) review the information submitted under this section, to determine compliance under this section, prior to placing it on the website;
 - (ii) refuse to post information submitted under this section on the website if it is not in compliance with the provisions of this section; and
 - (iii) organize, format, and arrange the information submitted under this section for the website.
- (d) The lieutenant governor may refuse to include information the lieutenant governor determines is not in keeping with:
 - (i) Utah voter needs;
 - (ii) public decency; or
 - (iii) the purposes, organization, or uniformity of the website.
- (e) A refusal under Subsection (4)(d) is subject to appeal in accordance with Subsection (5).
- (5) (a) A person whose information is refused under Subsection (4), and who is aggrieved by the determination, may appeal by submitting a written notice of appeal to the lieutenant governor before 5 p.m. within 10 business days after the date of the determination. A notice of appeal submitted under this Subsection (5)(a) shall contain:
 - (i) a listing of each objection to the lieutenant governor's determination; and
 - (ii) the basis for each objection.
- (b) The lieutenant governor shall review the notice of appeal and shall issue a written response within 10 business days after the day on which the notice of appeal is submitted.
- (c) An appeal of the response of the lieutenant governor shall be made to the district court, which shall review the matter de novo.
- (6) (a) The lieutenant governor shall ensure that each voter will be able to conveniently enter the voter's address information on the website to retrieve information on which offices, candidates, and ballot propositions will be on the voter's ballot at the next general election or municipal election.
- (b) The information on the website will anticipate and answer frequent voter questions including the following:
 - (i) what offices are up in the current year for which the voter may cast a vote;
 - (ii) who is running for what office and who is the incumbent, if any;
 - (iii) what address each candidate may be reached at and how the candidate may be contacted;
 - (iv) for partisan races only, what, if any, is each candidate's party affiliation;
 - (v) what qualifications have been submitted by each candidate;
 - (vi) where additional information on each candidate may be obtained;
 - (vii) what ballot propositions will be on the ballot; and
 - (viii) what judges are up for retention election.
- (7) The lieutenant governor shall ensure that each voter may conveniently enter the voter's name, date of birth, and address information on the website to retrieve information on the status of the voter's ballot if the voter's ballot is trackable under Section 20A-3a-401.5.
- (8) As resources are made available and in cooperation with the county clerks, the lieutenant governor may expand the electronic voter information website program to include the same information as provided under this section for special elections and primary elections.

Campaign Finance Statutes: Municipal Candidates

Effective 5/7/2025

10-3-208. Campaign finance disclosure in municipal election.

- (1) Unless a municipality adopts by ordinance more stringent definitions, the following are defined terms for purposes of this section:
 - (a) "Agent of a candidate" means:
 - (i) a person acting on behalf of a candidate at the direction of the reporting entity;
 - (ii) a person employed by a candidate in the candidate's capacity as a candidate;
 - (iii) the personal campaign committee of a candidate;
 - (iv) a member of the personal campaign committee of a candidate in the member's capacity as a member of the personal campaign committee of the candidate; or
 - (v) a political consultant of a candidate.
 - (b) Anonymous contribution limit" means for each calendar year:
 - (i) \$50; or
 - (ii) an amount less than \$50 that is specified in an ordinance of the municipality.
 - (c) (i) "Candidate" means a person who:
 - (A) files a declaration of candidacy for municipal office; or
 - (B) receives contributions, makes expenditures, or gives consent for any other person to receive contributions or make expenditures to bring about the person's nomination or election to a municipal office.
 - (ii) "Candidate" does not mean a person who files for the office of judge.
 - (d) (i) "Contribution" means any of the following when done for political purposes:
 - (A) gift, subscription, donation, loan, advance, or deposit of money or anything of value given to a candidate;
 - (B) an express, legally enforceable contract, promise, or agreement to make a gift, subscription, donation, unpaid or partially unpaid loan, advance, or deposit of money or anything of value to the candidate;
 - (C) any transfer of funds from another reporting entity to the candidate;
 - (D) compensation paid by any person or reporting entity other than the candidate for personal services provided without charge to the candidate;
 - (E) a loan made by a candidate deposited to the candidate's own campaign; and
 - (F) an in-kind contribution.
 - (ii) "Contribution" does not include:
 - (A) services provided by an individual volunteering a portion or all of the individual's time on behalf of the candidate if the services are provided without compensation by the candidate or any other person;
 - (B) money lent to the candidate by a financial institution in the ordinary course of business; or
 - (C) goods or services provided for the benefit of a candidate at less than fair market value that are not authorized by or coordinated with the candidate.
 - (e) "Coordinated with" means that goods or services provided for the benefit of a candidate are provided:
 - (i) with the candidate's prior knowledge, if the candidate does not object;
 - (ii) by agreement with the candidate;
 - (iii) in coordination with the candidate; or
 - (iv) using official logos, slogans, and similar elements belonging to a candidate.
 - (f) (i) "Expenditure" means any of the following made by a candidate or an agent of the candidate on behalf of the candidate:
 - (A) any disbursement from contributions, receipts, or from an account described in Subsection (3)(a);
 - (B) a purchase, payment, donation, distribution, loan, advance, deposit, gift of money, or anything of value made for political purposes;
 - (C) an express, 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;

(D) compensation paid by a candidate for personal services rendered by a person without charge to a reporting entity;

(E) a transfer of funds between the candidate and a candidate's personal campaign committee as defined in Section 20A-11-101; or

(F) 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.

(ii) "Expenditure" does not include:

(A) services provided without compensation by an individual volunteering a portion or all of the individual's time on behalf of a candidate; or

(B) money lent to a candidate by a financial institution in the ordinary course of business.

(g) "In-kind contribution" means anything of value other than money, that is accepted by or coordinated with a candidate.

(h) (i) "Political consultant" means a person who is paid by a candidate, or paid by another person on behalf of and with the knowledge of the candidate, to provide political advice to the candidate.

(ii) "Political consultant" includes a circumstance described in Subsection (1)(h)(i), where the person:

(A) has already been paid, with money or other consideration;

(B) expects to be paid in the future, with money or other consideration; or

(C) understands that the person may, in the discretion of the candidate or another person on behalf of and with the knowledge of the candidate, be paid in the future, with money or other consideration.

(i) "Political purposes" means an act done with the intent or in a way to influence or tend to influence, directly or indirectly, any person to refrain from voting or to vote for or against any candidate or a person seeking a municipal office at any caucus, political convention, or election.

(j) "Reporting entity" means:

(i) a candidate;

(ii) a committee appointed by a candidate to act for the candidate;

(iii) a person who holds an elected municipal office;

(iv) a party committee as defined in Section 20A-11-101;

(v) a political action committee as defined in Section 20A-11-101;

(vi) a political issues committee as defined in Section 20A-11-101;

(vii) a corporation as defined in Section 20A-11-101; or

(viii) a labor organization as defined in Section 20A-11-1501.

(2) (a) A municipality may adopt an ordinance establishing campaign finance disclosure requirements for a candidate that are more stringent than the requirements provided in Subsections (3) through (8).

(b) The municipality may adopt definitions that are more stringent than those provided in Subsection (1).

(c) If a municipality fails to adopt a campaign finance disclosure ordinance described in Subsection (2)(a), a candidate shall comply with financial reporting requirements contained in Subsections (3) through (8).

(3) Each candidate:

(a) shall deposit a contribution in a separate campaign account in a financial institution; and

(b) may not deposit or mingle any campaign contributions received into a personal or business account.

(4) (a) In a year in which a municipal primary is held, each candidate who will participate in the municipal primary shall file a campaign finance statement with the municipal clerk or recorder no later than seven days before the day described in Subsection 20A-1-201.5(2).

(b) Each candidate who is not eliminated at a municipal primary election shall file a campaign finance statement with the municipal clerk or recorder no later than:

(i) 28 days before the day on which the municipal general election is held;

(ii) seven days before the day on which the municipal general election is held; and

(iii) 30 days after the day on which the municipal general election is held.

(c) Each candidate for municipal office who is eliminated at a municipal primary election shall file with the municipal clerk or recorder a campaign finance statement within 30 days after the day on which the

municipal primary election is held.

(5) If a municipality does not conduct a primary election for a race, each candidate who will participate in that race shall file a campaign finance statement with the municipal clerk or recorder no later than:

- (a) 28 days before the day on which the municipal general election is held;
- (b) seven days before the day on which the municipal general election is held; and
- (c) 30 days after the day on which the municipal general election is held.

(6) (a) If a candidate seeks appointment to fill a midterm vacancy in a municipal office the candidate shall, no later than three business days before the day on which the municipal legislative body meets to interview the candidate in accordance with Section 20A-1-510, file a campaign finance statement with the municipal clerk or recorder.

(b) Upon receipt of the campaign finance statement described in Subsection (6)(a), the municipal clerk or recorder shall immediately submit a copy of the statement to the municipal legislative body.

(7) Each campaign finance statement described in Subsection (4), (5), or (6) shall:

- (a) except as provided in Subsection (7)(b):
 - (i) report all of the candidate's itemized and total:
 - (A) contributions, including in-kind and other nonmonetary contributions, received up to and including five days before the campaign finance statement is due, excluding a contribution previously reported; and
 - (B) expenditures made up to and including five days before the campaign finance statement is due, excluding an expenditure previously reported; and
 - (ii) identify:
 - (A) for each contribution, the amount of the contribution and the name of the donor, if known; and
 - (B) for each expenditure, the amount of the expenditure and the name of the recipient of the expenditure; or
- (b) report the total amount of all contributions and expenditures if the candidate receives \$500 or less in contributions and spends \$500 or less on the candidate's campaign.

(8) Within 30 days after receiving a contribution that is cash or a negotiable instrument, exceeds the anonymous contribution limit, and is from a donor whose name is unknown, a candidate shall disburse the amount of the contribution to:

- (a) the treasurer of the state or a political subdivision for deposit into the state's or political subdivision's general fund; or
- (b) an organization that is exempt from federal income taxation under Section 501(c)(3), Internal Revenue Code.

(9) (a) A municipality may, by ordinance:

- (i) provide an anonymous contribution limit less than \$50;
- (ii) require greater disclosure of contributions or expenditures than is required in this section; and
- (iii) impose additional penalties on candidates who fail to comply with the applicable requirements beyond those imposed by this section.

(b) A candidate is subject to the provisions of this section and not the provisions of an ordinance adopted by the municipality under Subsection (9)(a) if:

- (i) the municipal ordinance establishes requirements or penalties that differ from those established in this section; and
- (ii) the municipal clerk or recorder fails to notify the candidate of the provisions of the ordinance as required in Subsection (10).

(10) Each municipal clerk or recorder shall, at the time the candidate for municipal office files a declaration of candidacy, and again 35 days before each municipal general election, notify the candidate in writing of:

- (a) the provisions of statute or municipal ordinance governing the disclosure of contributions and expenditures;
- (b) the dates when the candidate's campaign finance statement is required to be filed; and
- (c) the penalties that apply for failure to file a timely campaign finance statement, including the statutory provision that requires removal of the candidate's name from the ballot for failure to file the required campaign finance statement when required.

(11) Notwithstanding any provision of Title 63G, Chapter 2, Government Records Access and Management Act, the municipal clerk or recorder shall:

- (a) make each campaign finance statement filed by a candidate available for public inspection and copying no later than one business day after the statement is filed; and
- (b) make the campaign finance statement filed by a candidate available for public inspection by:
 - (i) posting an electronic copy or the contents of the statement on the municipality's website no later than seven business days after the day on which the statement is filed; and
 - (ii) in order to comply with the requirements of Subsection 20A-11-103(4)(b)(ii), providing the lieutenant governor with a link to the electronic posting described in Subsection (11)(b)(i) no later than two business days after the day on which the statement is filed.

(12) (a) If a candidate fails to timely file a campaign finance statement required under Subsection (4) or (5), the municipal clerk or recorder:

- (i) may send an electronic notice to the candidate that states:
 - (A) that the candidate failed to timely file the campaign finance statement; and
 - (B) that, if the candidate fails to file the report within 24 hours after the deadline for filing the report, the candidate will be disqualified; and
- (ii) may impose a fine of \$50 on the candidate.
- (b) The municipal clerk or recorder shall disqualify a candidate and inform the appropriate election official that the candidate is disqualified if the candidate fails to file a campaign finance statement described in Subsection (4) or (5) within 24 hours after the deadline for filing the report.
- (c) If a candidate is disqualified under Subsection (12)(b), the election official:
 - (i) shall:
 - (A) notify every opposing candidate for the municipal office that the candidate is disqualified;
 - (B) send an email notification to each voter who is eligible to vote in the municipal election office race for whom the election official has an email address informing the voter that the candidate is disqualified and that votes cast for the candidate will not be counted;
 - (C) post notice of the disqualification on a public website; and
 - (D) if practicable, remove the candidate's name from the ballot by blacking out the candidate's name before the ballots are delivered to voters; and
 - (ii) may not count any votes for that candidate.

(13) An election official may fulfill the requirements described in Subsection (12)(c)(i) in relation to a mailed ballot, including a military overseas ballot, by including with the ballot a written notice:

- (a) informing the voter that the candidate is disqualified; or
- (b) directing the voter to a public website to inform the voter whether a candidate on the ballot is disqualified.

(14) Notwithstanding Subsection (12)(b), a candidate who timely files each campaign finance statement required under Subsection (4) or (5) is not disqualified if:

- (a) the statement details accurately and completely the information required under Subsection (7), except for inadvertent omissions or insignificant errors or inaccuracies; and
- (b) the omissions, errors, or inaccuracies are corrected in an amended report or in the next scheduled report.

(15) A candidate for municipal office who is disqualified under Subsection (12)(b) shall file with the municipal clerk or recorder a complete and accurate campaign finance statement within 30 days after the day on which the candidate is disqualified.

(16) A campaign finance statement required under this section is considered filed if it is received in the municipal clerk or recorder's office by 5 p.m. on the date that it is due.

(17) (a) A private party in interest may bring a civil action in a court with jurisdiction under Title 78A, Judiciary and Judicial Administration, to enforce the provisions of this section or an ordinance adopted under this section.

- (b) In a civil action under Subsection (17)(a), the court may award costs and attorney fees to the prevailing party.

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