



City of Durham

17160 SW Upper Boones Ferry Rd.
Durham, Oregon 97224

Website: www.durham-oregon.us
e-mail: cityofdurham@comcast.net
503.639.6851 Fax 503.598.8595

Councilor Candidate Filing Guidelines November 5, 2024 Election

The City of Durham Charter states that eligibility to run for positions on the City Council is limited to registered voters who have lived in the City continuously for one full year by the time of the election (since November 5, 2023). The Charter further designates that candidates shall be nominated by a petition signed by not fewer than ten City persons who are registered to vote within the Durham precincts. There is no fee to run for the City Council.

The process of nomination by petition is regulated by state election law and implemented locally by the City's Election Official. The City will verify qualifications for a candidate prior to their name being placed on the ballot. **The required forms must be filed at City Hall by 10 a.m. August 27, 2024**, so that the Washington County's Election Office can verify them. The following forms must be completed and filed with the City Hall:

SEL 101 Candidate Filing – Major Political Party or Nonpartisan marked “Prospective Petition”

SEL 121 Candidate Signature Sheet – Nonpartisan.

SEL 338 Petition Submission – Candidate, Voters' Pamphlet

Approval to Circulate

After receiving the completed forms, the City reviews them for required information. If the forms are complete, the City will assign a number to the nominating petition. The City Elections Official must approve all signature sheets in writing before circulating. Failure to do so will result in the rejection of the signature sheets.

Required Signatures

Candidates should obtain more than the required number of signatures to ensure the petition contains a sufficient number of valid signatures.

Complete Filing

To complete the filing process a candidate must:

1. Ensure each signature sheet certification is signed and dated by the circulator;
2. Submit the signature sheets to the city elections official for verification allowing sufficient time for the verification process to be completed prior to the filing deadline;
and
3. File the signature sheets with **Form SEL 338 Petition Submission – Candidate, Voters' Pamphlet.**

Signature Verification

The City Elections Official will review signature sheets for sufficient circulator certification and submit the forms to the county elections official for signature verification. The county elections official will verify the original signatures against the voters' current registration record.

The city elections official will notify the candidate of the results of the signature verification. If it is determined that there are not enough valid signatures and the filing deadline has not passed, the candidate may submit additional signatures.

Form WCED-VP4 or JCVP-01

If the candidate would like to be included in the Voters Pamphlet they need to fill out a WCED-VP4 or JCVP-01 form and pay a fee. The pamphlet **will not** have their name in it unless this form is submitted.

If the required number (10) of signatures is authenticated through voter registration rolls, the candidate's name will then be placed on the November 2022 General Election ballot as a candidate for City Councilor of the City of Durham.

If the candidate expects to spend more than \$750 on their campaign, additional forms will be required (*SEL 220 Statement of Organization* and *SEL 223 Campaign Account Information*).