

2025
FARMINGTON CITY
CANDIDATE INFORMATION PACKET



Farmington City Hall
160 South Main Street
Farmington, UT 84025
801-451-2383
www.farmington.utah.gov

WELCOME



Dear Potential Candidate:

Thank you for considering a run for elected office in Farmington. We look forward to working with you during this election process should you decide to run. This election guide has been created to provide information about being a candidate and Farmington City government in general. *Please read this entire election guide carefully*, as well as all additional documents included in this packet as they contain important information. These documents include:

- ***Declaration of Candidacy*** - this is the form to fill out should you decide to run for City Council. Please wait to sign the declaration in the presence of the filing officer. ***NOTE: The name you put on this document is what will appear on the ballot.*** This document includes a public record disclaimer option to make your residential and mailing address a protected record if desired.
- ***Official Signed Qualifications for Candidate Filing Declaration*** - this form is to be signed when you declare candidacy acknowledging you understand candidate requirements and when the financial disclosure statements are due. Please wait to sign the acknowledgement in the presence of the filing officer.
- ***Campaign Financial Statement*** forms to be used in reporting your campaign contributions and expenditures to the City.
- ***Pledge of Fair Campaign Practices*** is an optional form to be signed when you declare candidacy.
- ***Conflict of Interest Disclosure Statement*** form to be completed at time of declaration (Utah Code Ann. §10-3-1313 and § 20A-11-1604(6))
- Instructions for submitting your Candidate Profile for the Davis County and State website and a copy of the Utah State Code section regarding the *Electronic Voter Information Website*.
- The 2025 Municipal Financial Disclosure Deadline document and a copy of the Utah State Code 10-3-208 Campaign Finance Statutes: Municipal Candidates – important information about disclosure of campaign finances.
- *Other documents* – Informational flier for Candidate Orientation conducted by Davis County Elections, Master Ballot Position List, Farmington City boundary map, Large precinct maps can be found on the Davis County website (www.daviscountyutah.gov > Departments > Clerk > Elections > How & Where To Vote > Voting Precincts> check “Davis Precincts”), Withdrawal of Candidacy form, Vote Centers.

Documents listed in red are to be returned to the City Recorder at the time of filing or as otherwise indicated. The documents to be returned are in the “Forms” pocket on the left side of the inside of the folder. The other “Information” documents are in the pocket on the right.

The Candidate filing period begins Monday, June 2, 2025 through Friday, June 6, 2025 from 8:00 a.m. to 5:00 p.m., Monday – Friday at City Hall (UCA §10-3-301). *The 5:00 p.m. deadline is absolutely firm, so please allow adequate time to complete the filing BEFORE 5:00 p.m. (approximately a half hour).*

Farmington City elections are conducted by mail. A Primary Election will be held Tuesday, August 12, 2025, *if seven or more residents declare candidacy for City Council*. The General Election will be held on Tuesday, November 4, 2025. Ballots will be mailed out to registered Farmington voters 21 days prior to each election. In addition to being able to submit votes by mail, voters may also drop their ballots in any Davis County Ballot Drop Box including the permanent Ballot Drop Box located between Farmington City Hall and Farmington Community Center in the park strip. Mailed ballots must be received by the Davis County election officer by 8:00 pm on election day.

Please read through this packet carefully and let me know if you have any additional questions. I can be reached at City Hall (160 South Main Street), by phone (801-939-9206) or by email dcarlile@farmington.utah.gov. Best of luck in your election endeavors.

Sincerely,



DeAnn Carlile
Farmington City Recorder

INDEX



CITY GOVERNMENT OVERVIEW	5
BECOMING A CANDIDATE.....	6
MUNICIPAL CAMPAIGN FINANCIAL REPORTING.....	7
CAMPAIGN SIGN & POLLING PLACE REGULATIONS.....	8
ELECTION DATES TO REMEMBER.....	9
GENERAL INFORMATION.....	11

CITY GOVERNMENT OVERVIEW



Farmington City was incorporated in 1847 and under Utah law is a city of the fourth class. Farmington City has adopted a Council/Manager form of government, also sometimes referred to as “City Manager by Ordinance.” In this form of government, the legislative body is made up of elected officials and the Council appoints a City Manager to act as the Chief Administrative Officer of the City. The primary responsibility of the City Manager is to oversee all daily operations of the City.

The Council/Manager form of government is the most common form of city government in the United States. The City Council, made up of six individuals, functions as the City’s legislative body adopting laws and policies as allowed by federal and state law. The Mayor serves as the head of the Council. The Farmington City Council is also designated as the Board of Directors of the Redevelopment Agency and the Local Business Authority of Farmington and has the powers and duties as specified. The City Manager is a career administrator who serves as chief administrative officer of the organization. This role includes hiring and supervision of all staff, preparation of the annual budget, and acting as the City Council’s primary advisor. Mr. Brigham Mellor was appointed as Farmington City Manager in October 2022.

Additional information on the form of government and the roles of the Mayor and Council can be found in the Farmington City Municipal Code, Title 2.

In Utah, municipal elections are held in odd-numbered years. The Mayor and City Council are elected at-large by the voters of Farmington City for a term of four years. Mayor position and Two (2) Council positions will be filled in this election. The City’s elected positions are designed so three Council members are elected in one election, and the Mayor and the two other Council members are elected two years later, thus maintaining some experience and continuity on the Council regardless of election outcome in any given year.

City Council meetings are held on the first and third Tuesdays of each month, often with a work session starting at 6:00 p.m. and the regular session starting at 7:00 p.m. (the date and time of Council Meetings are subject to change). Additional meetings of the City Council may be scheduled as necessary. All meetings are held in compliance with the provisions of the Utah Open and Public Meetings Act.

OATH OF OFFICE

Once elected, Mayor and Councilmembers are required to take the following oath of office during the first Council meeting in January or as soon thereafter as practically possible.

“I do solemnly swear that I will support, obey and defend the Constitution of the United States, and the Constitution of the State of Utah, and that I will discharge the duties of my office with fidelity.”

BECOMING A CANDIDATE



CITY COUNCIL – City Council positions are four-year terms and are “at-large”, meaning the candidate may reside in any area of the City, and non-partisan (all on one ticket, no party distinction made). To file a Declaration of Candidacy for a City Office, you need to meet the following qualifications (Utah Code Annotated §10-3-301 §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 that the elected officer represents, during the officer's term of office
- 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.

Any resident wishing to become a candidate for office must complete and sign a Declaration of Candidacy form *in person* with the Farmington City Recorder or Deputy Recorder, and sign a formal Qualifications for Candidate Filing Declaration. Signing a Pledge of Fair Campaign Practices is optional. If the nomination method is used, the nominator must appear in person. If the person wanting to declare candidacy is an overseas military person, a designated agent must appear in person and facilitate filing electronically using technology such as Skype.

CANDIDATE FILING DATES, TIMES AND LOCATION (UCA §10-3-301)

Filing Dates	Monday, June 2, 2025 through Friday, June 6, 2025 from 8:00 a.m. to 5:00 p.m.,
Filing Location	Farmington City Hall (City Recorder's office), 160 South Main Street, Farmington, UT 84025
Telephone Number	801.939.9206

WITHDRAWAL OF CANDIDACY

Any person who files a declaration of candidacy may withdraw from the election by filing a written and notarized affidavit “Withdrawal of Candidacy” with the Farmington City Recorder (UCA §20A-9-203). Please note that ballots are printed weeks in advance of the election and if a candidate withdraws his/her candidacy after ballots have been printed, his/her name will remain on the ballot and new ballots will not be printed. Any votes for that candidate will not be counted and every reasonable effort will be made to inform voters of the withdrawal.

CAMPAIGN FINANCE REPORTING



CAMPAIGN FINANCING DISCLOSURE REQUIREMENTS (UCA §10-3-208)

State Law requires all candidates to file a Campaign Financial Statement listing all contributions and expenditures for their prospective campaigns before **5:00 p.m.** on or before the following dates:

- August 5, 2025 (seven days before the Municipal Primary Election)
- September 11, 2025 (if eliminated in the Primary Election and no later than 30 days after the election).
- October 7, 2025 (candidates who won primary OR all candidates if no primary was held)
- October 28, 2025 (seven days before the Municipal General Election)
- December 4, 2025 (30 days after the Municipal General Election)

There are two “Campaign Financial Statement” forms in this packet to use to report your campaign contributions and expenditures if desired. You may also use your own similar form. Feel free to copy the enclosed forms if needed.

Please read the enclosed “10-3-208 Campaign Finance disclosure in municipal election” document in its entirety to answer questions about financial disclosures or contact the City Recorder. You can also find it online: le.utah.gov/xcode/Title10/Chapter3/10-3-S208.html Answers to some common questions about financial reporting are below. Campaign financial statements will be posted on the City’s website as required by law.

It is a class B misdemeanor to fail to file a financial disclosure form and failure to file Campaign Financial Statements by the appropriate deadline will result in disqualification.

ANSWERS TO FREQUENTLY ASKED QUESTIONS

- Candidates must deposit contributions in a separate bank account.
- **Candidates who receive an anonymous contribution that is cash and over \$50 MUST donate the money** to a State or political subdivision for deposit into its general fund, or a 501(c)(3) organization(s). This contribution should be recorded as a contribution and then an expense, listing what entity it was donated to.
- If the candidate receives and spends less than \$500, they can report an aggregated total of contributions and expenditures.
- If a candidate receives and spends more than \$500, the candidate must report every itemized transaction. This means candidates who exceed the \$500 threshold must report every individual contribution, not just the contributions that exceed \$500.
- If a candidate receives in-kind donations, the value of the donation should be listed, but not added to the total.

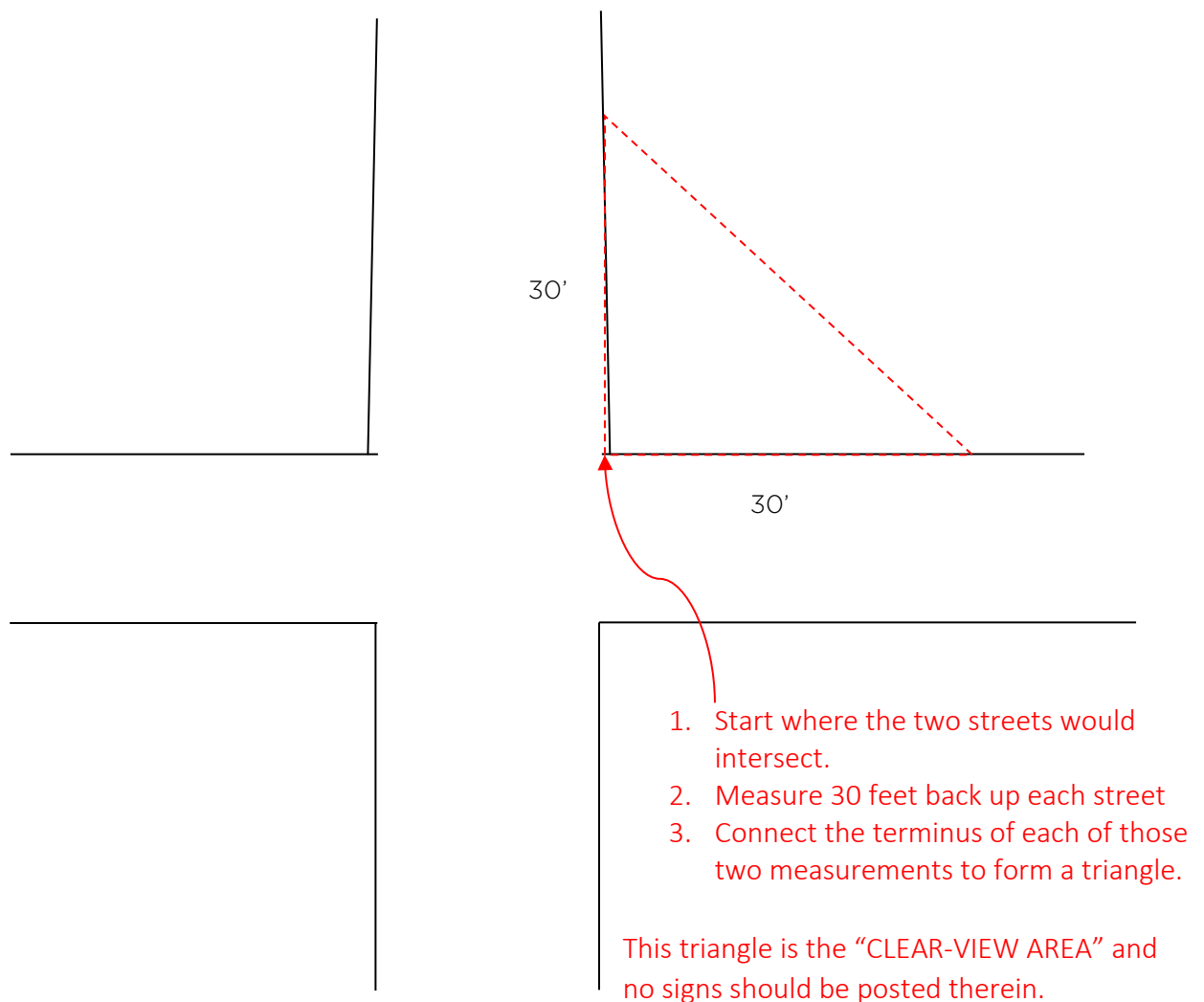
CAMPAIGN SIGN & POLLING PLACE REGULATIONS



FARMINGTON CITY ORDINANCES RELATING TO POLITICAL SIGNS

- Signs may not be posted in city parks, on city property, or on telephone poles and street signs.
- Signs are subject to size restrictions based upon the zone in which they are placed. Residential zones are restricted to no greater than 32 square feet. Please refer to the Farmington City Zoning Code for size restrictions in other zones.
- Clear view area requirements apply to campaign signs:

CLEAR-VIEW AREA AT INTERSECTIONS



POLLING PLACE PROHIBITED ACTIVITIES (UCA 20a-3-501)

Within 150 feet of a polling place, a person may not (Class A misdemeanor):

- Engage in "electioneering" which 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
- Circulate cards or handbills
- Solicit signatures for any kind of petition
- Disrupt the freedom of voters to vote or the administration of a polling place
- Place a political sign
- Obstruct the entrance to a polling place
- Solicit any voter to show their ballot

ELECTION DATES TO REMEMBER



MARK YOUR CALENDAR!

May 28, 2025 - Informational Candidate Packets available from City Recorder

Monday, June 2, 2025 through Friday, June 6, 2025 - **Filing of Declaration of Candidacy, from 8:00 a.m. - 5:00 p.m** Monday - Friday at the City Recorder Office, 160 South Main Street, Farmington.

June 18, 2025 - Candidate Orientation sponsored by Davis County Elections - 6:00 p.m. at 61 S Main Street, Farmington.

June 23, 2025 - Meeting with City personnel at **6:00 pm** to help candidates become more informed about services provided by Farmington City, important issues, and to allow candidates to ask questions to become acquainted with City operations and staff.

June 27, 2025 - Deadline for candidates to submit a profile for State and County websites prior to Primary Election* - see "How to SUBMIT YOUR CANDIDATE PROFILE" & the Davis County documents included in this packet for details.

July 22, 2025 - Ballots mailed to voters

August 1, 2025 - Voter registration deadline for Primary Election* - in person at the Davis County Clerk's office in Farmington, by mail using the Utah Voter Registration Form available online or at vote.utah.gov.

August 5-8, 2025 - Early voting held at the Davis County Administration Building, 61 South Main Street, Farmington, 8:00 a.m. to 5:00 p.m.

August 5, 2025 – Financial Disclosure report due by 5:00 p.m. MT for all Primary Election Candidates.

August 12, 2025 – Primary Election (if held).

August 12, 2025 – Mailed ballots must be received by Davis County election officer by 8:00 pm on election day.

August 26, 2025 – Canvass held to certify results of Primary Election if a Primary Election was held.

September 2, 2025 – Last day to file as a write-in candidate [see UCA 20A-9-601(1)(a) for write-in candidate information] with the City Recorder.

September 5, 2025 – Deadline for candidates to submit a profile for State and County websites. (must resubmit to State)

September 11, 2025 – Financial disclosure report due for candidates eliminated in the Primary Election (if held) by 5:00 p.m.

October 7, 2025 – Financial disclosure report due for candidates who won Primary OR all candidates if no primary was held.

October 13, 2025 – Ballots mailed to voters

October 24, 2025 – Voter registration deadline – in person at the Davis County Clerk's office in Farmington, by mail using the Utah Voter Registration Form available online or at vote.utah.gov.

October 28, 2025 – Financial Disclosure report due by 5:00 p.m. for all Candidates

October 28 – October 31, 2025 – Early voting held at the Davis County Administration Building, 61 South Main Street, Farmington, 8:00 a.m. to 5:00 p.m.

November 4, 2025 – Municipal General Election

November 4, 2025 – Mailed ballots must be received by Davis County election officer by 8:00 pm on election day.

November 18, 2025 – Canvass held to certify results of Municipal General Election

December 4, 2025 – Financial Disclosure report due by 5:00 p.m for all Candidates

January 6, 2026 – Swearing in - City Council Meeting at 7:00 p.m.

GENERAL INFORMATION



VOTE CENTERS

This is a by-mail election, so completed ballots can be dropped in the ballot box between Farmington City Hall and the Community Center in the park strip, in a USPS mail drop box or at a post office or taken in person to the Farmington Vote Center (located in the Community Center) on election day. All other Davis County cities will also have Vote Centers open on Election Day (both Primary if necessary and General) from 7:00 a.m. to 8:00 p.m. Farmington residents can deposit their ballots in any of the ballot boxes or vote in person at any Vote Center in Davis County (a list of Vote Centers is included in this packet). If a registered voter does not receive a ballot in the mail, they should contact the Davis County Clerk/Auditor's office at 801.451.3589 or go to a Davis County Vote Center on Election Day.

MORE INFORMATION AND RESOURCES

DAVIS COUNTY CLERK/AUDITOR'S OFFICE
Brian McKenzie, Chief Deputy Clerk/Auditor
61 South Main Street
P.O. Box 618
Farmington, UT 84025
Phone: (801)451-3508
DavisVotes.com

OFFICE OF THE LIEUTENANT GOVERNOR
Utah State Capital Building, Suite #220
P.O. Box 142325
Salt Lake City, UT 84114
Phone: (801)538-1041
Vote.utah.gov Voter.utah.gov

City Ordinances can be reviewed online at
<https://codelibrary.amlegal.com/codes/farmingtonut/latest/overview>

State Statutes can be reviewed online at <http://le.utah.gov/xcode/code.html>

NOTICE

This packet is not intended to replace the laws of the State of Utah. Each candidate is responsible for knowing and abiding by the laws for the office in which they are applying.

2025 FARMINGTON CITY 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-2-210.

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 (two or four-year) term

for the city of Farmington.

State of Utah
County of Davis

} ss.

I, _____, being first sworn and under penalty of perjury, say that I reside at _____
Street, City of Farmington, County of Davis, state of
Utah, Zip Code 84025, 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)

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 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
- 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."

Printed 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.**

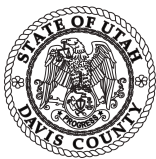


PRIVATE CONTACT INFORMATION

This 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



Request to Use Middle Name or Nickname

Note: This is a Public Form and may be displayed on a publicly available website.

Office		District (if applicable)	
--------	--	--------------------------	--

Please print your name as it appears on the declaration of candidacy in the space below.

Candidate Name	
----------------	--

Please provide your legal middle name, common derivative of your legal middle name or your nickname you are requesting to use in the space below.

--

Please indicate below where your nickname should be placed:

<input type="checkbox"/>	place my nickname on the ballot before my legal first name or middle name
<input type="checkbox"/>	place my nickname on the ballot after my legal first name or middle name
<input type="checkbox"/>	place my nickname in place of my legal first name

I request the use of my legal middle name, common derivative, or nickname provided above be used as indicated on this form. I provide this signed affidavit and declare under penalty of perjury that I am generally known by acquaintances in Davis County, Utah by this name and that if a nickname is listed above, I am not using this nickname to gain an advantage on the ballot.

Signature of Candidate

Signature of Filing Officer or Notary Public

Subscribed and sworn before me:

We the undersigned residents of Davis County, Utah do declare under penalty of perjury that the individual listed above is to our best knowledge generally known by acquaintances in Davis County, Utah by the legal middle name, common derivative, or nickname also provided above.

Name	City of Residence	Signature



Farmington City

Conflict of Interest Disclosure Statement

Name: _____

Office: _____

1A: The name(s) and address(es) of each of the individual's current employer(s) and name(s) and address(es) of each of the individual's employers during the preceding year.

Current Employer(s): _____

Previous Employer(s): _____

1B: For each employer described in item 1A, a brief description of the employment, including the individual's occupation, and, as applicable, job title.

Current Employment: _____

Previous Employment: _____

2A: The name of any entity in which the individual is an owner or officer, or was an owner or officer during the preceding year. _____

2B: A brief description of the type of business or activity conducted by the entity(ies) described in item 2A. _____

2C: Individual's position in the entity(ies) described in Item 2A. _____

3A: The name of each individual from whom, or entity from which, the individual has received \$5,000 or more in income during the preceding year. _____

3B: A brief description of the type of business activity conducted by the individual or entity described in item 3A. _____

4A: The name of each entity in which the individual holds any stocks or bonds having a fair market value of \$5,000 or more as of the date of the disclosure form or during the preceding year (excluding funds that are managed by a third party, including blind trusts, managed investment accounts, and mutual funds). _____

4B: A brief description of the type of business or activity conducted by the entity(ies) described in item 4A. _____

5A: The name of each entity or organization not described in items 2A through 4B of this form in which the individual currently serves, or served in the preceding year, on the board of directors or in any other type of paid leadership capacity. _____

5B: A brief description of the type of business or activity conducted by the entity(ies) or organization(s) described in item 5A. _____

5C: Description of the type of advisory position held by the individual within the entity(ies) organization(s) described in item 5A. _____

6A: (Optional) Description of any real property in which the individual holds an ownership or other financial interest that the individual believes may constitute a conflict of interest. _____

6B: (Optional) Description of type of interest held by the individual in the property(ies) described in item 6A. _____

7A: The name(s) of the individual's spouse and any other adult residing in the individual's household who is not related by blood or marriage, as applicable.

Spouse: _____

Other Adults: _____

7B: For the individual's spouse, the name(s) and address(es) of each current employer(s) and name(s) and address(es) of each employer(s) during the preceding year.

Spouse's Current Employer(s): _____

Spouse's Previous Employer(s): _____

7C: A brief description of the employment and occupation of each adult who resides in the individual's household and is not related to the individual by blood or marriage.

8A: (Optional) A description of any other matter or interest that the individual believes may constitute a conflict of interest. _____

☐ I, the regulated officeholder or candidate, believe this form is true and accurate to the best of my knowledge. (check box)

Signature Candidate/Officeholder's

Date: _____

The personal data collected in this form will be available to the public under 63G-2-301. Any personal data redacted in accordance with 20A-11-1604(7)(a) is not considered a public record under 63G-2-301. This data will be used for administrative purposes and will not be displayed to the public. This information is required under 20A-11-1604. Violation of this section may result in a class B misdemeanor and a \$100 fine. The information, unless specified, will be publicly available on the disclosures and possibly other election-related websites. Personal data collected on the website will not be sold. The personal data will be included in the record series GRS 1911

2025 Municipal Financial Disclosure Deadlines

- 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 5 days before the campaign finance statement is due.
- Special Districts are **NOT** subject to financial disclosure requirements.

Report Name	Due Date	Report includes all transactions between	Who this applies to
Primary Election Report (seven days before Primary)	August 5, 2025	January 1, 2025 - July 31, 2025	Candidates in a Primary
Post-Primary Report	September 11, 2025	Remaining transactions	Candidates eliminated at Primary
28 Day Report	October 7, 2025	January 1, 2025 - October 2, 2025 (no primary) OR August 1, 2025 - October 2, 2025 (won primary)	Candidates not in a Primary, OR Candidates who won Primary
General Election Report November 4, 2025	October 28, 2025	October 3, 2025 - October 23, 2025	Candidates in the General Election
Post-General Report	December 4, 2025	Remaining transactions	Candidates in the General Election
30 Days after Disqualification	Varies; contact your municipal clerk/recorder	Varies; contact your municipal clerk/recorder	Candidates who are disqualified for failing to file a financial report by the deadline



MUNICIPAL CAMPAIGN FINANCIAL REPORT

Full name of candidate _____

Street Address _____

City _____ Farmington _____, Utah 84025

Name of office _____

CONTRIBUTIONS

1a. Aggregate total of contributions under \$500.00 \$ _____

OR

1b. Itemized total of contributions totaling \$500.00 or more \$ _____
(Form "A" total from other side of this sheet)

EXPENDITURES

2a. Aggregate total of campaign expenditures under \$500.00 \$ _____

OR

2b. Itemized total of campaign expenditures \$ _____
(Form "B" total from other side of this sheet)

3. Balance at the end of the reporting period \$ _____
(Difference between lines 1 and 2)

Date _____ Signed _____

(Candidate)

NOTE: if a candidate receives \$500 or less and spends \$500 or less, he or she can report the total amount of all contributions and expenditures.

Itemized Contribution Report (Form "A")

Date Received	Name of Contributor	Amount of Contribution	In-Kind (if applicable)

(if additional space is needed, use blank paper and list information like the above format and then attach to report.)

Itemized Expenditure Report (Form "B")

Date of Expenditure	Person or Organization to whom expenditure was made	Amount of Expenditure	Expenditure Purpose (optional)

(if additional space is needed, use blank paper and list information like the above format and then attach to report.)



CANDIDATE WITHDRAWAL AFFIDAVIT

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.

I, _____, having filed a Declaration of Candidacy for the office of _____, hereby withdraw as a candidate for this office.

Signature of Candidate

Date

Filing Officer

Date

How to

SUBMIT YOUR CANDIDATE PROFILE



Davis County will automatically post candidate names and contact information on Davis County's Elections Webpage. Candidates may also submit a photograph and a statement of qualifications to be posted on the Davis County Elections webpage.

General candidate information including name, address, and contact information will be acquired from the declaration of candidacy. Candidates will receive an email from Brian McKenzie, following the declaration of candidacy period, which will include a unique authentication code. This code will be needed to validate a candidate profile submission.

Guidelines for Photograph: Photographs should be formatted in a JPEG, PNG or GIF format. Photographs should be of the candidate only; additional persons will be cropped out of the posted image. Photographs deemed inappropriate or derogatory in any way will not be posted, but the candidate will be provided an opportunity to submit a new photograph to be posted.

Guidelines for Statement of Qualifications: The statement of qualifications shall be no longer than 200 words. Submissions that meet these requirements will be posted exactly as they are submitted to the County and Davis County accepts no responsibility for typos or other errors submitted by the candidate. Davis County does not validate nor guarantee the accuracy of any statement provided by the candidate in their submission; the candidate assumes all liability for submitting false statements. The county reserves the right to refuse posting of any statement deemed inappropriate or derogatory in any way, the candidate will be provided an opportunity to submit a new statement if this is the case.

Submission Deadlines

Primary Election – June 27, 2025 at 5:00 p.m. (Mountain Time)

General Election – September 5, 2025 at 5:00 p.m. (Mountain Time)

Contact Information:

Brian McKenzie, Davis County Clerk

801-451-3508

bmckenzie@daviscountyutah.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](https://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](https://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)



County Clerk

Davis County Administration Building - P.O. Box 618 - Farmington Utah 84025
Telephone: (801) 451-3213 – Fax: (801) 451-3421

Brian McKenzie, CERA
Clerk

Candidate Orientation

Join us on Wednesday, June 18, 2025 at 6:00 pm. We will be meeting in the Election Warehouse room 202 at the Davis County Admin Building. We will:

- Walk through the election process
- Learn about Election Security
- Learn when ballots go out and timing of mailers
- Most important – Have your questions answered

Below is a link for those who want to attend the meeting virtually.

Video call link: <https://meet.google.com/vxx-pxxs-srw>



County Clerk

Davis County Administration Building - P.O. Box 618 - Farmington Utah 84025
Telephone: (801) 451-3213 – Fax: (801) 451-3421

Brian McKenzie, CERA
Clerk

Approval of 2025 Polling Location and Vote Centers

In accordance with 20A-5-403 the following has been designated a polling place for the 2025 Municipal Primary and General Elections for Farmington City and is established as a common polling place for all voting precincts within this city in accordance with 20A-5-303.

Farmington Community Center

In addition, and in accordance with 20A-3a-703, the following are designated as Election Day voting centers, so long as the cities in which these buildings are located, are required to hold an election.

Bountiful Library	725 South Main Street, Bountiful
Centerville Library	45 South 400 West, Centerville
Clearfield City Hall	55 South State Street, Clearfield
Clinton Recreation Center	1651 West 2300 North, Clinton
Farmington Community Center	120 South Main Street, Farmington
Fruit Heights City Hall	910 South Mountain Road, Fruit Heights
Kaysville Library	215 North Fairfield Road, Kaysville
Davis Conference Center	1651 North 700 West, Layton
City of North Salt Lake City Hall	10 East Center Street, North Salt Lake
South Weber Family Activity Center	1181 Lester Drive, South Weber
Sunset City Hall	200 West 1300 North, Sunset
Syracuse Library	1875 South 2000 West, Syracuse
West Bountiful City Hall	550 North 800 West, West Bountiful
West Point City Hall	3200 West 300 North, West Point
Woods Cross City Hall	1555 South 800 West, Woods Cross



State of Utah

SPENCER J. COX
GOVERNOR

OFFICE OF THE LIEUTENANT GOVERNOR
SALT LAKE CITY, UTAH
84114-2220

DEIDRE M. HENDERSON
LIEUTENANT GOVERNOR

2024 – 2025 MASTER BALLOT POSITION LIST

In accordance with Utah Code Section 20A-6-305, 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-6-305, 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.

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) 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.