

# 2023 Elections

Read and follow all directions in your Candidate Filing Packet

Review manuals on <https://sos.idaho.gov/elections-division/campaign-finance-filing/> .

- Sunshine Law Manual
- Campaign Disclosure Manual
- Quick Guide for Candidates

Complete Declaration of Candidacy

Complete Petition for Candidacy

Petition for Candidacy will need petition signatures certified by the County Clerk's Office before filing with your District Clerk.

File forms with your district clerk

Campaign Finance Notes

Treasurer Appointment: the Declaration of Candidacy filed to run for office will designate the candidate as the default political treasurer for those who have not met the \$500 threshold. (in the past there was a C1 form)

Once a candidate has raised or spent \$500 they must appoint a political treasurer and begin reporting the campaign finances (including the first 500) on the Campaign Finance Portal <https://sos.idaho.gov/elections-division/campaign-finance-filing/>

**ALL money raised or spent for your campaign must be accounted for and tracked,** including In-Kind Contributions. In-Kind Contributions must be equivalent to fair market value.

This does include a candidate's use of personal money.



Gem County Clerk's Office  
415 E Main St  
Emmett, ID 83617  
208-365-4561  
[elections@co.gem.id.us](mailto:elections@co.gem.id.us)

**Review complete Sunshine Law Manual AND Campaign Disclosure Manual on website**

<https://sos.idaho.gov/elections-division/campaign-finance-filing/>

### **“Contribution” includes any:**

advance  
conveyance,  
forgiveness of indebtedness,  
deposit,  
distribution,  
loan,  
payment,  
gift,  
pledge,  
subscription or transfer of money or anything of value,  
and any contract, agreement, promise or other obligation, whether or not legally enforceable, to make a contribution, in support of or in opposition to any candidate, political committee or measure.

### **“Contribution” term also includes:**

personal funds or other property of a candidate or members of his household expended or transferred to cover expenditures incurred in support of such candidate but does not include personal funds used to pay the candidate filing fee.

the rendering of personal and professional services for less than full consideration, but does not include ordinary home hospitality or the rendering of “part-time” personal services of the sort commonly performed by volunteer campaign workers or advisors or incidental expenses not in excess of twenty-five dollars (\$25.00) personally paid for by any volunteer campaign worker. **“Part-time”** services, for the purposes of this definition, means services in addition to regular full-time employment, or, in the case of an unemployed person or persons engaged in part-time employment, services rendered without compensation or reimbursement of expenses from any source other than the candidate or political committee for whom such services are rendered. For the purposes of this act, contributions, other than money or its equivalent shall be deemed to have a money value equivalent to the fair market value of the contribution.

**In-Kind Contribution:** non-monetary donations. Donations including the transfer of any asset, usually goods or professional services.