FILING PROCEDURES FOR PIMA COMMUNITY COLLEGE CANDIDATES

The first step in becoming a candidate is to file either a $500 Threshold Exemption Statement or a Statement of Organization with the Pima County Elections Office. **One of these forms must be filed with our office prior to obtaining signatures.**

$500 Threshold Exemption Statement - If a political committee or candidate intends to accept contributions or make expenditures of $500 or less, this form needs to be filed before making any expenditures or accepting any contributions. A committee or candidate that files this form is not required to file campaign finance reports.

Statement of Organization – If a political committee or candidate intends to accept contributions or make expenditures of more than $500, this form can be filed instead of the $500 Threshold Exemption Statement, or after discovering expenditures or contributions will be greater than $500. A committee or candidate that files this form will be required to file periodic campaign finance reports using the Pima County Campaign Finance Software. Information about the software is available on our website. There is an instruction sheet in this packet showing you where to go on our website to download the software.

PETITION INFORMATION

PETITION FILING DATES ARE JULY 7, 2014 THROUGH AUGUST 6, 2014 AT 5:00 PM.

Signature requirements for petitions will be based on the March 1, 2014 voter registration totals. You may contact our office to get the signature requirements approximately 2 weeks after this date. Please contact Anne at 520-724-6869, Anne.Lillie@pima.gov or Mary at 520-724-6867, Mary.Martinson@pima.gov.

At the time of filing, candidates for Pima Community College need to turn in all of the following:

1. **Petitions**
2. **Nonpartisan Nomination Paper**
3. **Financial Disclosure form**

If you do not have all three forms at the time of filing, your filing will not be accepted by our office. Copies of the forms can be made as needed.

GENERAL ELECTION – NOVEMBER 4, 2014