

Updated 7/1/2025

## **Election Policies and Rules of Procedure**

### **Candidate Filing**

#### **2.1 Nominating Petitions**

CBJ Code 29.07.050(a) states that “each voter signing a petition shall state on the petition information sufficient to determine whether the voter is a qualified Juneau voter.”

Election officials will use the same qualifications as outlined in Election Policies and Procedures “1.3 Determination of Voter Qualifications – for Petition Signature Verification” to determine voter qualifications.

Nominating petitions will be in a substantially similar form to the following sample pages:



# City and Borough of Juneau, Alaska Declaration of Candidacy for **SEAT HERE**

**Municipal Election Date: ELECTION DATE HERE**

I, \_\_\_\_\_, hereby declare my candidacy for the **office** of **Assemblymember Areawide, District 1, or District 2 (circle one)** and agree to serve, if elected, and hereby swear (affirm) that:

- I am a qualified voter as required by law; and
- I am a resident of the City and Borough of Juneau, and will have been a resident for at least one year immediately preceding the date of this election; and
- I am a resident of the specific Assembly district I am running for, if applicable; and
- I am not a candidate for any other office to be voted on at this election and I am not a candidate for this office under any other nominating petition or declaration of candidacy; and
- I am not an employee of Bartlett Regional Hospital, the City and Borough of Juneau or any municipal board, commission, committee or other group, except for the school district, nor any public body created by the Assembly; and
- If elected, I will not hold any other compensated municipal office or employment or elected partisan political office while serving on the Assembly.
- I am not disqualified under Article V of the Alaska Constitution.

In addition to affirming my eligibility and declaration of candidacy, I hereby also submit my requisite **Nominating Petition** as required by [CBJ Code Title 29](#), and [Alaska Public Offices Commission Public Official Financial Disclosure Statement](#) per [Alaska Statutes 39.50](#).

\_\_\_\_\_  
Candidate Name

\_\_\_\_\_  
Name as it should appear on the ballot

\_\_\_\_\_  
Residence Address, City, State, and Zip Code

\_\_\_\_\_  
[\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_] [Date at which residency began at this address]

\_\_\_\_\_  
Mailing Address, City, State and Zip Code

\_\_\_\_\_  
Primary Phone Number

\_\_\_\_\_  
Alternate Phone Number (optional)

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Website or Alternative Email Address (optional)

*I hereby swear or affirm that the above declaration and all statements contained therein are true and correct.*

\_\_\_\_\_  
Signature of Candidate dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

*Subscribed and sworn to or affirmed before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.*

\_\_\_\_\_  
SIGNATURE OF NOTARY PUBLIC FOR STATE OF ALASKA

\_\_\_\_\_  
Notary Public Printed Name & Commission Expiration Date



# City and Borough of Juneau, Alaska Declaration of Candidacy for **SEAT HERE**

Municipal Election Date: **ELECTION DATE HERE**

Please provide an identifier to verify your status as a registered voter. ***This information will remain confidential.***

Name as Registered to Vote: \_\_\_\_\_

Identifier (Birth date, voter number, AK Driver's License, or last four digits of Social Security Number)

## **Instructions to Candidates:**

To become a certified candidate, the Clerk's Office needs to receive the following forms **no earlier than DATES HERE.**

- ☐ Declaration of Candidacy (2 pages)
- ☐ Alaska Public Offices Commission (APOC) Public Official Financial Disclosure (POFD)
- ☐ Nominating Petition filled out with *at least* 25 qualified registered Juneau voters
- ☐ Acceptance of Nomination (1 page)

Information about the Alaska Public Offices Commission statutes and filing requirements can be found at <https://doa.alaska.gov/apoc/> by contacting APOC directly by email [apoc@alaska.gov](mailto:apoc@alaska.gov) or phone at 907-276-4176.

Per, [CBJ Code 29.07.050\(e\)](#), Candidates may withdraw their nomination by DATES HERE.

[CBJ Code 29.07.055](#) also provides candidates the option to submit an official candidate statement to be published on the municipal website. Candidates are asked to submit their candidate statements to the Municipal Clerk's office no later than **DATE HERE.** Statements must be typed and submitted electronically. Please submit completed forms to the Clerk's email at [CBJ.Elections@juneau.gov](mailto:CBJ.Elections@juneau.gov).

## CITY & BOROUGH OF JUNEAU, ALASKA

155 Heritage Way, Rooms 214/215, Juneau, Alaska 99801

**NOMINATING PETITION for: Mayor, Assembly Areawide, Assembly District 1, Assembly District 2, Board of Education**

**[CIRCLE ONE OF THE ABOVE SEATS – Before obtaining any signatures!]**

We, the undersigned qualified voters of the City and Borough of Juneau, in the State of Alaska, hereby nominate and sponsor \_\_\_\_\_, whose residence is \_\_\_\_\_, for the office of **Mayor, Assembly Areawide, Assembly District 1, Assembly District 2, Board of Education (circle one)**, to be voted for at the election to be held on **DATE HERE**

We individually certify that we are qualified to vote for a candidate for the office this candidate seeks, and that we have not signed other nominating petitions for this office exceeding in number the vacancies in this office to be filled in this election.

	Signature	Printed Name (be legible!)	*Personal Identifier	Date Signed
1				
2				
3				
4				
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10				

\*Personal Identifier is for voter registration verification only. Please include one of the following: Last four of Social Security number, Date of Birth, Voter ID, Alaska Driver's License number, Alaska State ID

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	Signature	Printed Name (be legible!)	*Personal Identifier	Date Signed
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	Signature	Printed Name (be legible!)	*Personal Identifier	Date Signed
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42				
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50				

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## Acceptance of Nomination - Assembly

FOR CANDIDATE: \_\_\_\_\_

**Filing Period Opens DATE AND TIME and  
Closes DATE AND TIME**

### ACCEPTANCE OF NOMINATION:

*I hereby accept the nomination to \_\_\_\_\_ and agree to serve if elected and declare that I qualify for the office for which I am nominated, as outlined in Charter section 3.3; I am a qualified voter of the municipality, and have been a resident of the municipality for at least one year immediately preceding election to office and if running for an Assembly District Seat, I am a resident of that district. I am not a candidate for any other office to be voted on at this election and I am not a candidate for this office under any other nominating petition or declaration of candidacy. I am not an employee of Bartlett Regional Hospital, the City and Borough of Juneau or any municipal board, commission, committee or other group, except for school district, nor any public body created by the Assembly. If elected, I will not hold any other compensated municipal office or employment or elected partisan political office while serving on the Assembly.*

\_\_\_\_\_  
Signature of Candidate

Candidate's Name (as appears on voter registration): \_\_\_\_\_

Candidate's Name as it is to appear on the ballot: \_\_\_\_\_  
(Per CBJ 29.07.060, "any honorary or assumed title or prefix shall be omitted.")

This Petition is Filed By: \_\_\_\_\_

Whose Address Is: \_\_\_\_\_

\*\*\*\*\*

### FOR CLERK'S OFFICE USE ONLY

#### Signatures Verified:

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_,  
\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_,  
\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_,  
\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_,  
\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_,

#### Received by Election Official:

\_\_\_\_\_  
\_\_\_\_\_, Date & Time Filed  
\_\_\_\_\_, Declaration of Candidacy Attached  
\_\_\_\_\_, APOC – POFD Statement Attached  
\_\_\_\_\_, Valid Signatures  
\_\_\_\_\_, Candidate Notified of Petition Status