

2021 Candidate Information

School Districts - Filing Requirements

2021 Election Dates:

Primary: Tuesday, August 3, 2021 *(if more than 3 times the number of candidates to be elected file for office)*

General: Tuesday, November 2, 2021 K.S.A. 25-2102(a)

Filing Deadline:

Tuesday, June 1st by Noon K.S.A. 25-2109

Filing Location: All Candidates must pay report fees, appoint treasurers and file periodic campaign finance reports K.S.A. 25-2110a

Candidates must file with the Douglas County Clerks Office

Filing by Fee:

Unified School District candidate filing fee is \$20. K.S.A. 25-2020(3) & (4)

Filing by Petition:

Member Districts (*Baldwin City USD 348*) K.S.A. 25-2020(1)

Candidates must have not less than 50 registered voters residing in such member district or by a number of signatures equal to but not less than 10% of the electors residing in such member district, whichever is less.

At-Large (*Eudora USD 491 & Lawrence USD 497*) K.S.A. 25-2020(2)

Candidates must have not less than 50 signatures of electors in the district.

Documents to be Filed:

Declaration of Intention (Filing Form)

- Obtain and file this form with the Douglas County Clerk's Office.

Nomination Petition (used if filing by petition)

- Obtain and file this form with the Douglas County Clerk's Office.

Statement of Substantial Interests for Local Office

- Completed form is due no later than ten (10) days after the filing deadline.
- Form is filed with the Clerk's Office.

Affidavit of Exemption from Filing Receipts and Expenditures Reports

- If a candidate anticipates receiving and spending less than \$1000.00 in the Primary Election and anticipates receiving and spending less than an additional \$1000.00 in the General Election, he/she can file an Affidavit of Exemption. This affidavit waives the need for a candidate to file campaign Receipts and Expenditures Reports.
- Completed form is due nine (9) days prior to the primary election.
- Completed form is filed with the Clerk's Office.
- Form must be notarized.

Candidate's Itemized Statement of Personal Election Contributions and Expenses (only if NO Affidavit of Exemption is filed)

- Form is due 30 days after each Primary, General or Special election.
- In addition to reporting all campaign expenditures, these candidates are now required to itemize contributions in excess of \$50.00. Itemizing means listing the name and address of the contributor, the date on which the contribution is received and the amount of the contribution.
- Completed form is filed with the Clerk's Office.