

Oregon Soil and Water  
Conservation Districts (SWCDs)  
Candidate Packet  
for  
SWCD Director Elections



## 2016 General Election

<p><b>Section 1: Information for Candidates</b></p> <ul style="list-style-type: none"><li>• Candidate Instructions</li><li>• Candidate Filing Checklist</li><li>• Election Calendar for SWCD Director Elections</li><li>• Oregon Revised Statutes Relating to SWCD Director Elections</li><li>• Guidelines for Completing Forms</li><li>• Candidate “<i>Quick Guide</i>” on Campaign Finance Reporting in Oregon</li></ul>	<p><b>Section 2: Candidate Forms</b></p> <ul style="list-style-type: none"><li>• Declaration of Candidacy</li><li>• Petition for Nomination Signature Sheet</li><li>• Withdrawal of Candidacy</li></ul>
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Thank you for your interest in the position of director with your local Soil and Water Conservation District (SWCD). The Oregon Department of Agriculture (ODA) is the elections officer for the SWCD director elections. This packet contains information about the election process, and includes the forms needed to file for the position of SWCD director. Please contact Sandi Hiatt if you have questions after reviewing this information.

**Mailing Address:**

Oregon Department of Agriculture  
Attn: Grants Administrative Officer  
635 Capitol Street NE, Suite 100  
Salem, OR 97301

**Contact Info:**

Phone: 503-986-4704  
Email: [shiatt@oda.state.or.us](mailto:shiatt@oda.state.or.us)  
Web: [http://www.oregon.gov/ODA/programs/  
NaturalResources/SWCD/Pages/Elections.aspx](http://www.oregon.gov/ODA/programs/NaturalResources/SWCD/Pages/Elections.aspx)

In compliance with the Americans with Disabilities Act, this publication will be made available in alternate formats upon request.



# Section 1

## Information for Candidates

### **Step 1: Determine Eligibility Requirements for Position**

See page 9 for Oregon Revised Statutes (ORS) 568.560(3) Director Requirements and Eligibility.

There are two types of director positions available on local SWCD boards; zone and at-large positions. Check with the local SWCD office to determine if you are eligible for an at-large position or a zone position. ODA will review the information provided on the Declaration of Candidacy form to ensure the candidate qualifies for the position.

#### **A. At-large director requirements:**

- ✓ Must reside within the boundaries of the conservation district; and
- ✓ Be a registered voter.

There are no land ownership or management requirements for at-large positions.

#### **B. Zone director requirements: two options are available to an individual.**

##### Option #1:

- ✓ Own or manage 10 or more acres of land in the district by:
  - a) Reside within the zone that is represented, and own or manage 10 or more acres in the conservation district boundaries; or
  - b) Reside within the conservation district boundaries, and own or manage 10 or more acres within the zone that is being represented.
- ✓ Be involved in the active management of the property.
- ✓ Reside within the boundaries of the district.
- ✓ Be a registered voter.

**OR**

##### Option #2:

- ✓ Reside within the zone that is represented.
- ✓ Have served at least one year as a director or associate director of a district.
- ✓ Have a conservation plan approved by the district.
- ✓ Be a registered voter.

### **Step 2: Declaration of Candidacy**

Candidates must complete **all** fields and sign the *Declaration of Candidacy for Director* form to certify the candidate meets the eligibility requirements for the position. If you are running for an at-large position, you must include the position number on the form (e.g., Zone 1, Zone 2, Zone 3, Zone 4, Zone 5, At-Large 1, or At-Large 2).

See page 10 in this packet for additional guidelines on completing the *Declaration of Candidacy for Director* form.

File the original *Declaration of Candidacy for Director* form and the certified *Petition for Nomination Signature Sheet* with the ODA no later than **5:00 p.m. on August 30, 2016**.

### Step 3: Petition for Nomination Signature Sheet

- a. Complete the top part of the *Petition for Nomination Signature Sheet*. You **must** include the position number on the form (e.g., Zone 1, Zone 2, Zone 3, Zone 4, Zone 5, At-Large 1, or At-Large 2).
- b. Circulate the petition for 10 or more signatures among registered voters who reside in the district. Candidates are advised to obtain more than the required number of signatures to ensure the petition contains the required 10 valid signatures. This is to help ensure there are adequate signatures in the case some signers are not registered voters or do not reside within the district.
- c. Candidate submits the *Petition for Nomination Signature Sheet* to the local county elections official for signature verification. The county elections official will review the forms for circulator certification (if needed), and verify the original signatures. Time should be allotted for the verification process before the filing deadline of 5:00 p.m. on August 30, 2016.

**After certifying the signatures, the county elections official will return the certified form to the candidate.**

### Step 4: File Completed Forms

Candidate files the original certified *Petition for Nomination Signature Sheet* and *Declaration of Candidacy* form with ODA.

Candidate must file these documents between July 31, 2016, and 5:00 p.m. on August 30, 2016. Documents received before July 31, 2016, will be returned to the candidate.

All required filings must be received no later than 5:00 p.m. on August 30, 2016, at the following address:

Oregon Department of Agriculture  
Attn: Grants Administrative Officer  
635 Capitol Street NE Suite 100  
Salem, OR 97301-2532

**NOTE: The deadline to file the original certified forms with ODA is no later than 5:00 p.m. on August 30, 2016**

Original certified petitions must be submitted by mail or hand-delivered to the ODA. Facsimile transmissions, electronic format, and photocopied documents will not be accepted (ORS 246.021).

## **Step 5: (If Applicable) Contribution and Expenditure Reporting**

Candidates expecting to receive or expend more than \$750, but less than \$3,500, must file the required forms with the Oregon Secretary of State's office within three business days of receiving or spending money, but no later than when the completed petition is filed. Candidates should refer to the *Candidate "Quick Guide" on Campaign Finance Reporting in Oregon* included below for more instructions and contact information.

For questions regarding the Contribution and Expenditure Reporting requirements, copies of forms, publications, or manuals, please contact the Oregon Secretary of State, Elections Division.

Oregon Secretary of State, Elections Division website:  
<http://sos.oregon.gov/voting-elections/Pages/default.aspx>

## **Step 6: (Optional) County Voters' Pamphlet**

Candidates have the option of filing in the county Voters' Pamphlet in counties where one is published. Contact your local County Elections Office for deadlines, forms, and the fee required for placing information in the Voters' Pamphlet.

## Candidate Filing Checklist

Below is a general checklist for the SWCD director election process for candidates. All required forms are available in Section 2 of this packet. Instructions for each step are outlined on pages 3 -5.

√ If Completed	Items to Complete
<input type="checkbox"/>	Determine position and eligibility (Step 1).
<input type="checkbox"/>	Declaration of Candidacy (Step 2).
<input type="checkbox"/>	Petition for Nomination Signature Sheet (Step 3):
<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• Complete top sections for candidate name, district name, and position.</li> </ul>
<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• Candidate circulates petition gathering no less than 10 qualified signatures.</li> </ul>
<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• Submit petition to local county clerk with time allowed for signature verification and certification.</li> </ul>
<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• County clerk returns certified petition to candidate.</li> </ul>
<input type="checkbox"/>	Candidate files the original certified “Petition for Nomination Signature Sheet” and the “Declaration of Candidacy” form with ODA. Candidates must file these documents with ODA between July 31, 2016, and 5:00 p.m. on August 30, 2016 (Step 4).
<input type="checkbox"/>	If applicable, file any required contribution and expenditure reports with the Oregon Secretary of State, Elections Division (Step 5).
<input type="checkbox"/>	Optional: Local Voters’ Pamphlet (Step 6).

## **Withdrawal of Candidacy**

If a withdrawal form is not filed with ODA by 5:00 p.m. on August 30, 2016, the candidate's name will appear on the ballot. A candidate must file a completed *Withdrawal of Candidacy* form with ODA and include a reason for the withdrawal. The Withdrawal of Candidacy form is included in Section 2 of this packet.

## **Write-In Candidates**

If no candidate filed to have their name place on the ballot for a position, then the position becomes open for write-in candidates. Individuals may file a *Declaration of Intent and Request for Write-In Votes to be Tallied* form with ODA to have write-in votes cast in their behalf tallied. Candidates must file this form no later than 5:00 p.m. on October 25, 2016.

The county clerk will not count any write-in votes cast for any person for that position if there are no names on the ballot, and if there are no *Declaration of Intent and Request for Write-In Votes to be Tallied* forms filed.

Please contact ODA if the write-in option is being considered. This form may be obtained at the local Soil and Water Conservation District office, or at:

<http://www.oregon.gov/ODA/programs/NaturalResources/SWCD/Pages/Elections.aspx>

## 2016 Election Calendar for SWCD Director Elections

Date	Description of Event	Reference
July 31, 2016	First day for district candidate to file <i>Declaration of Candidacy</i> and <i>Petition for Nomination Signature Sheet</i> with ODA. Petitions received before this date will be returned to the candidate.	ORS 568.520 OAR 603-071-0030  (30 days before final filing date)
Within 3 days of spending or receiving money, but no later than when completed petition is filed.	Candidates expecting to receive or expend more than \$750, but less than \$3,500, must file the required forms with the Oregon Secretary of State's office within three business days of receiving or spending money, but no later than when the completed petition is filed.	ORS 260.035 <i>Candidate "Quick Guide" on Campaign Finance Reporting in Oregon</i>
August 30, 2016	Last day for district candidate to file the <i>Declaration of Candidacy</i> and <i>Petition for Nomination Signature Sheet</i> forms with ODA no later than 5:00 p.m.	ORS 568.520 ORS 255.235 OAR 603-071-0030  (70 days before election)
	Last day for district candidate to file the <i>Withdrawal of Candidacy</i> form for general election with ODA no later than 5:00 p.m.	
August 31, 2016	First day district candidate may file the <i>Declaration of Intent and Request for Write-In Votes to be Tallied</i> form with ODA.	ORS 568.530
*September 8, 2016	Last day for ODA to file a statement of candidates to the county clerks for placement on the general election ballot.	ORS 568.530 OAR 603-071-0030  (61 days before election)
October 25, 2016	Last day for district candidate to file <i>Declaration of Intent and Request For Write-In Votes to be Tallied</i> form with ODA no later than 5:00 p.m.	ORS 568.530  (14 days before election)
<b>November 8, 2016</b>	<b>Election Day</b>	ORS 254.056
*November 28, 2016	Last day for county clerk to prepare and deliver election abstracts to ODA.	ORS 255.295
*Prior to issuing election certificates	Last day for ODA to certify election results to county clerk.	ORS 255.295
*Prior to January 1, 2017	ODA issues certificates of election to candidates having the most votes.	ORS 568.520 ORS 254.568
January 1, 2017	First day newly elected directors may take the <i>Oath of Office</i> after receiving election certificates.	Oregon Constitution Article XV, Section 3 ORS 254.568

\*Rows highlighted in gray are for informational purposes only. Candidates are not responsible for these items.

## Oregon Revised Statutes (ORS) Relating to SWCD Director Elections

### **Statutory Reference: ORS 568.560 Number of directors; director qualifications; officers; election; terms; vacancies.**

(1) The local governing body of the soil and water conservation district shall consist of a board of either five or seven directors elected or appointed as provided by law. To ensure proper representation of all the people in the district and to facilitate district functions, the State Department of Agriculture shall provide for the zoning of each district, and shall provide each time directors are elected or appointed for the proper and equitable representation for each zone.

(2) Two director positions shall be at-large positions. At-large directors must reside within the district and be registered voters.

(3) Zone directors must own or manage 10 or more acres of land in the district, be involved in the active management of the property, reside within the boundaries of the district and be registered voters. Zone directors may either reside within the zone that is represented or own or manage 10 or more acres within the zone that is represented and be involved in the active management of the property. An individual may also serve as a zone director when the individual, in lieu of the other requirements specified in this subsection, resides within the zone that is represented and indicates an interest in natural resource conservation as demonstrated by serving at least one year as a director or associate director of a district and having a conservation plan that is approved by the district. Candidates nominated for director from a specific zone shall be voted on by all electors within the district.

(4) The directors shall designate a chairperson, secretary and other officers as necessary and may, from time to time, change such designation.

(5) The term of office of each director shall be four years, except that:

(a) Of the directors first appointed under ORS 568.400, two shall serve until January first following the first general election following their appointment, and three shall serve until January first following the second general election following their appointment, as determined by the department, and thereafter, their successors shall be elected as provided by law for other elected directors.

(b) Of the directors first elected as provided in ORS 568.545 (1), three shall serve until January first following the first general election and four shall serve until January first following the second general election after the date of their election, as determined by them by lot at the meeting referred to in ORS 568.545 (1).

(c) Of the directors first elected as provided in ORS 568.565 (1), three shall serve until January first following the first general election and two shall serve until January first following the second general election after the date of their election, as determined by them by lot at the meeting referred to in ORS 568.565 (1).

(d) Of the zone directors elected as provided under ORS 568.565 (2), three shall serve until January first following the first general election and two shall serve until January first following the second general election after the date of their election, as determined by lot at the meeting referred to in ORS 568.565 (2).

(6) A director shall hold office until a successor has been elected or appointed, has qualified and has taken the oath of office or until the office becomes vacant under subsection (7) of this section. Any vacancy occurring in the office of director shall be filled as provided by subsection (8) of this section.

(7) A director position becomes vacant under the following circumstances:

(a) The department, upon the written recommendation of a majority of the members of the local governing body of a district, may declare vacant the position of a director who is absent from three consecutive meetings of the local governing body of the district. A position becomes vacant under this subsection upon the issuance of the declaration by the department.

(b) No nominee for the position qualifies under ORS 568.530 to have the name of the nominee furnished to the county clerk for placement on the general district election ballot and no person qualifies under ORS 568.530 to have write-in votes counted. A position becomes vacant under this paragraph on January 1.

(c) The department determines that a candidate receiving the most votes at an election does not qualify under this section to hold the position. A position becomes vacant under this paragraph on January 1 next following the election at which the unqualified candidate was elected unless an appointee to the position has been selected under subsection (8) of this section.

(d) A director serving in a position no longer qualifies under this section to hold the position. A position becomes vacant under this paragraph upon the department's declaration that the person no longer qualifies for the position.

(e) A director resigns from a position. A position becomes vacant under this paragraph upon the department's receiving notice of the resignation.

(f) A candidate who received the most votes at an election, or an appointee, refuses to take the oath of office as a director.

(8) A director position that becomes vacant before the scheduled expiration of a term shall be filled by appointment by a majority of the remaining directors. However, if a majority of the director positions are vacant or if the remaining directors cannot agree on an appointee, the department shall make an appointment to fill the position.

(9) An appointment under subsection (8) of this section shall end on January 1 next following the first general district election held after the appointment. If the appointment ends under this subsection before the January 1 that would normally complete the four-year term of office for the position, the position shall be placed on the ballot at the next general election as provided under ORS 568.530 to fill the position for the remainder of the four-year term. [Amended by 1955 c.142 §17; 1957 c.603 §5; 1961 c.641 §2; 1965 c.75 §1; 1969 c.393 §2; 1969 c.669 §§16, 19; 1973 c.656 §14; 1981 c.92 §32; 1993 c.166 §2; 2007 c.690 §5; 2009 c.220 §28]

## **Guidelines and Requirements for Completing the Declaration of Candidacy form (ORS 249.031)**

All forms must be complete before submitting them to Oregon Department of Agriculture (ODA). Failure to provide information for each of the required fields may result in rejection of the candidate filing forms. Providing false statements on filing forms is a violation of Oregon Election Law and the candidate may be convicted of a Class C Felony. ORS 260.715(1)

Complete the following information:

- Name of Candidate: This should be the candidate's full name (first, middle initial and last).
- How name should appear on ballot: How the candidate wishes his/her name to appear on the ballot. If a nickname is used in connection with the candidate's full name, the nickname should be in parentheses. Titles and designations (e.g., Dr., CPA) should not be included, as they cannot appear on the ballot.
- Candidate Residence Address: The residential address of the candidate, including the county.
- Mailing Address for Candidate Correspondence: The address where the candidate wishes to receive correspondence from the ODA.
- Contact Information: Enter work phone, home phone, cell phone, fax, email address and website, if applicable. At least one phone number is required.

The following are guidelines to complete the required fields of occupation, occupational background, educational background and prior governmental experience on the candidate filing forms. These fields are required and information provided must be accurate. Not every occupational, educational or prior governmental experience is required to be provided. If the candidate has no relevant experience, None or NA must be entered.

- Occupation (present employment – paid or unpaid): The current full or part-time employment or other line of work, business, craft or professional information (not required to indicate whether paid or not paid). If not employed, enter "Not Employed" or "None."
- Occupational Background (previous employment – paid or unpaid): Previous full or part-time employment or other line of work, business, craft or professional information (not required to indicate whether paid or not paid).

- **Educational Background (schools attended):** The schools attended by the candidate, including the last grade level completed, whether a diploma, degree or certificate was received, and the course of study. It is not required that every educational experience be listed, but what is listed must be accurate. Provide the complete name of the school, no acronyms. A degree indicates a college, university or professional school has awarded a title upon the person for completion of a program of study. For this purpose, honorary degrees or degrees from "degree mills" should not be included under this requirement.
- **Prior Governmental Experience (elected or appointed):** The current or previous governmental experience, which refers to a person's involvement in governmental activities, such as appointed boards and commissions, elected boards and other elected or appointed public offices. Full or part-time, paid or unpaid or volunteer experience may be included (not required to indicate whether paid or not paid). If the candidate has no prior governmental experience, enter "None."
- **Candidate Signature and Date Signed:** The form must have a physical signature and the date the candidate signed the form.



## Campaign Finance Reporting in Oregon

### Candidate "Quick Guide"

Congratulations on your decision to run for office! We hope this guide provides tips and answers to frequently asked questions by first-time candidates.



More detailed information is available in the **Campaign Finance Manual** and the **ORESTAR User's Manuals** available at [www.oregonvotes.gov](http://www.oregonvotes.gov). The Campaign Finance Manual explains what information is disclosed when reporting campaign finance transactions. The ORESTAR User's Manual: Statement of Organization and ORESTAR User's Manual: Transaction Filing explains how to file a statement of organization and campaign finance transactions electronically using ORESTAR.

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#### Who Must File a Candidate Committee?

If you	Then
<ul style="list-style-type: none"> <li>→ Serve as your own treasurer <b>and</b></li> <li>→ Do not have an existing candidate committee <b>and</b></li> <li>→ Do not expect to spend or receive more than \$750 during the entire calendar year (including in-kind contributions and personal funds)</li> </ul>	<ul style="list-style-type: none"> <li>✓ Relax. No action is necessary because under Oregon Election Law you are not required to establish a candidate committee if you meet all of the criteria. <b>However, you must keep track of all contributions and expenditures because if you exceed the \$750 threshold you must establish a committee and open a dedicated bank account not later than three business days after exceeding the threshold. Additionally, all transactions occurring in the calendar year must be filed in ORESTAR not later seven days of exceeding the threshold. A Certificate of Limited Contributions and Expenditures (PC 7) may not be filed in lieu of detailed transactions.</b></li> </ul>
<ul style="list-style-type: none"> <li>→ Do not expect to receive a total of more than \$3,500 or spend a total of more than \$3,500 for the entire calendar year</li> </ul>	<ul style="list-style-type: none"> <li>✓ File a Statement of Organization and establish a dedicated bank account – either by using ORESTAR or by submitting the paper forms Statement of Organization for Candidate Committee (SEL 220) and Campaign Account Information form (SEL 223)</li> <li>✓ File a Certificate of Limited Contributions and Expenditures either by using ORESTAR or by submitting the paper form (PC 7) not later than seven days after first receiving a contribution or making an expenditure</li> </ul>
<ul style="list-style-type: none"> <li>→ Expect to spend or receive more than \$3,500</li> </ul>	<ul style="list-style-type: none"> <li>✓ File a Statement of Organization and establish a dedicated bank account – either by using ORESTAR or by submitting the paper forms Statement of Organization for Candidate Committee (SEL 220) and Campaign Account Information form (SEL 223)</li> <li>✓ File campaign finance transactions using ORESTAR</li> </ul>

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#### What starts the whole process?

The decision to run for a public office, accepting contributions and making expenditures, whether from personal funds, campaign funds, or another person's funds to support your candidacy.

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#### Once I become a candidate, then what?

You must register your committee with the Secretary of State not later than 3 business days of first receiving a contribution or making an expenditure if you are not exempt under the \$750 threshold law.

##### May I serve as my own treasurer?

Yes, you may serve as your own treasurer. The Campaign Finance Manual provides committees with information on candidate/treasurer responsibilities.

##### Must I have a dedicated campaign account?

Oregon law requires you to establish a dedicated campaign account if you are required to file a Statement of Organization. The account must be established in a financial institution located in Oregon that ordinarily conducts business in Oregon. One important reminder—when establishing your campaign account, the name of the committee and the name of the account must be the same.

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## Campaign Finance Reporting in Oregon (cont.)

### Candidate "Quick Guide"

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#### How do I file?

The key to complying with campaign contribution and expenditure disclosure requirements is to keep detailed records and file your transactions on time.

##### Electronic Filing

Oregon Election law requires that campaign finance transactions be filed electronically. The Secretary of State's Office provides an electronic filing system, ORESTAR, free of charge. There is a terminal located in the Election's Division office for public use.

##### What if I don't own a computer?

A Statement of Organization (SEL 220), Campaign Account Information (SEL 223) and Certificate of Limited Contributions and Expenditures (PC 7) may be filed using the paper forms. If you are not eligible to file a Certificate, contribution and expenditure transactions must be reported electronically using ORESTAR.

You may want to check with your local library or other public facilities in your area to see if they provide a computer terminal for public use.

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#### When do I report contribution and expenditures?

Generally, the deadline for filing a transaction is not later than 30 calendar days after the date of the transaction. For committees active in an election, beginning on the 42<sup>nd</sup> day before the date of the election and through the date of the election, a transaction is due not later than 7 calendar days after the date of the transaction. The campaign finance reporting requirements and additional transaction deadlines are available in the Campaign Finance Manual. Information on how to electronically file transactions is detailed in the ORESTAR User's Manual: Transaction Filing.

##### Are my campaign finance transactions public record?

Yes, after the transactions are filed in ORESTAR they are immediately available to the public by accessing the Public Search link for ORESTAR.

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#### Are there campaign contribution and expenditure limits?

No, Oregon does not have contribution and expenditure limits.

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#### How do I discontinue my committee?

In order to discontinue your committee, you must: Achieve a zero balance and file a Statement to Organization discontinuing the committee.

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#### Where do I get copies of forms and instructional manuals?

All publications and forms are available online at [www.oregonvotes.gov](http://www.oregonvotes.gov), or may be requested from the Elections Division at 503 986 1518.

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#### Need additional help?

The Elections Division staff is available to answer any questions. You may:

- email your questions to [elections.sos@state.or.us](mailto:elections.sos@state.or.us)
- call us at 503 986 1518 or at 866 ORE VOTE
- visit our website at [www.oregonvotes.gov](http://www.oregonvotes.gov)

## **Section 2**

### **Candidate Forms**

- Declaration of Candidacy form (2 pages)
- Petition for Nomination Signature Sheet (1 page)
- Withdrawal of Candidacy form (1 page)



# Declaration of Candidacy for Director

## Oregon Soil and Water Conservation District

Please type or legibly print in black or blue ink.

**Note:** This information is a matter of public record and may be published or reproduced.  
All fields must be completed. Do not leave any blanks.

Name of Candidate (may include nickname in parentheses)		Name as it is to Appear on Ballot	
Residence Address (Street/Route, City, State, Zip Code)		Mailing Address (If different from residence)	
Telephone (Home)	Telephone (Work)	Fax	Email (optional)

To the Oregon Department of Agriculture, as filing officer for Soil and Water Conservation Districts:

**I hereby certify that I am an eligible candidate meeting the following requirements as stated in Oregon Revised Statutes 568.560(1) for director of the \_\_\_\_\_ Soil and Water Conservation District for the following position: (check one and write position number)**

**At-Large Number** \_\_\_\_\_ (enter 1 or 2)

At-Large directors must reside within the district and be registered voters.

**Zone Number** \_\_\_\_\_ (enter 1, 2, 3, 4, or 5)

Zone directors must own or manage 10 or more acres of land in the district, be involved in the active management of the property, reside within the boundaries of the district, and be a registered voter. Zone directors may either reside within the zone that is represented or own or manage 10 or more acres within the zone that is represented, be involved in the active management of the property, and be a registered voter.

**Zone Number** \_\_\_\_\_ (enter 1, 2, 3, 4, or 5)

An individual may also serve as a zone director when the individual, in lieu of the other the requirements specified in this section, resides within the zone that is represented and indicates an interest in natural resource conservation as demonstrated by serving at least one year as a director or associate director of a district and having a conservation plan that is approved by the district, and be a registered voter.

**Note: Continued on next page**

Occupation (present employment—paid or unpaid) If no relevant experience, None or NA must be entered.

Occupational Background (previous employment—paid or unpaid) If no relevant experience, None or NA must be entered.

Educational Background (schools attended, use attachment if necessary) If no relevant experience, None or NA must be entered.

Complete Name of School	Last Grade Completed	Diploma/Degree/Certificate	Course of Study (optional)

Prior Governmental Experience (elected or appointed) If no relevant experience, None or NA must be entered.

Campaign Finance Information:

Yes, I have a candidate committee.

No, I do not expect to spend more than \$750 or receive more than \$750 during each calendar year. I understand I must still keep records of all campaign transactions and if total contributions or total expenditures exceed \$750 during a calendar year, I must follow the requirements detailed in the Campaign Finance Manual.

No, but will be filing a Statement of Organization for Candidate Committee (SEL 220).

**By signing this document, I hereby state that:**

- **I will qualify for said office if elected**
- **All information provided by me on this form is true to the best of my knowledge**
- **I will accept the office of district director if elected to the position.**

Candidate's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

WARNING: Supplying false information on this form may result in the conviction of a felony with a fine of up to \$125,000 and/or prison for up to five years (ORS 260.715). No person may be a candidate for more than one position on the same board to be filled at the same election (ORS 249.013).

**Return this Form to:**  
Oregon Department of Agriculture  
Attn: Grants Administrative Officer  
635 Capitol Street NE Suite 100  
Salem, OR 97301

**Filing Deadline:**  
August 30, 2016

# Petition for Nomination Signature Sheet

## Oregon Soil and Water Conservation District Director

Candidate's Name: _____	Office Petitioned for: Director of _____ Soil and Water Conservation District: <input type="checkbox"/> Zone No. _____ (or) <input type="checkbox"/> At-Large No. _____ <small>(Zone No.: 1, 2, 3, 4, or 5) (At-Large No.: 1 or 2)</small>
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We, the undersigned voters who reside within the boundaries of the _____ Soil and Water Conservation District, request that the candidate's name printed above, be placed upon the appropriate ballot at the next General Election for nomination to the office indicated, following the filing of this petition.	This is a Candidate Nominating Petition. Signers of this Petition must be active registered voters in _____ Soil and Water Conservation District.
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Signature	Date Signed <small>MO/DAY/YR</small>	Printed Name	Residence or Mailing Address	City & Zip Code
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				

**FOR OFFICIAL USE ONLY – COUNTY ELECTIONS OFFICIAL CERTIFICATION**

I hereby certify \_\_\_\_\_ signatures on this petition are those of active registered voters in the \_\_\_\_\_ Soil and Water Conservation District in \_\_\_\_\_ County, Oregon.

Signature of County Elections Official: \_\_\_\_\_ Date Certified: \_\_\_\_\_

**Return Certified Petition to:**  
Oregon Department of Agriculture  
Attn: Grants Administrative Officer  
635 Capitol St. NE Suite 100, Salem, OR 97301

**Deadline to Submit to ODA**  
August 30, 2016

# Withdrawal of Candidacy or Nomination for Director Oregon Soil and Water Conservation District

Please type or legibly print in black or blue ink.

**NOTE:** This information is a matter of public record and may be published or reproduced.

All fields must be completed. Do not leave any blanks.

Name of Candidate	District
Residence Address (Street/Route, City, State, Zip Code)	Position or Zone Number
Telephone (Home)	Telephone (Work)

I submit this notice of withdrawal from candidacy or nomination to the above, named office.  
My reason for withdrawal is:

**By signing this document, I hereby state that:**

- **I withdraw my candidacy or nomination for the office stated above; and**
- **The reasons provided for withdrawal are true to the best of my knowledge.**

Candidate's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

A nominee for election to the district board may withdraw the nomination not later than 5 p.m. of the last day specified for filing a petition or declaration under this section by filing with the elections officer a written withdrawal of candidacy. The withdrawal shall be signed by the nominee and state the reasons for withdrawal (ORS 255.235).

**WARNING:** Supplying false information on this form may result in the conviction of a felony with a fine of up to \$125,000 and/or prison for up to five years (ORS 260.715).

**Return this Form to:**

Oregon Department of Agriculture  
Attn: Grants Administrative Officer  
635 Capitol Street NE Suite 100  
Salem, OR 97301

**Filing Deadline:**

August 30, 2016