

Message from the Secretary of State's Office

Wyoming Candidates,

As part of a democratic society, public service is one of the highest honors that can be bestowed upon you. Representing your community and your state is an incredibly rewarding experience, unlike any other. We sincerely thank you for your interest in serving our great state by running for elected office.

To assist with navigating the electoral process in Wyoming, we have compiled this guide to help answer your questions about running for office, but feel free to reach out to us for additional information.

With Our Best Regards,

Wyoming Secretary of State,
Election Division

Published and Provided by
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Basic Steps

1. File for Office
2. Create required Candidate Account on WYCFIS (**Statewide Only**)
3. *Optional:* Create a Candidate Campaign Committee Account
Statewide - File on WYCFIS
Local - File at your County Office
4. Review 2018 Campaign Guide and Election Code
5. Campaign! (*Many candidates begin prior to filing for office.*)
6. File Campaign Finance Reports
7. If unsuccessful in the Primary,
Statewide - close your candidate account on WYCFIS. May keep candidate committee if ongoing.
Local - May terminate committee by submitting form to County.
8. If successful, file all reports.
Statewide - file on WYCFIS. Close account.
Local - file at your County Office.

2018



Wyoming Candidate Guide

Edward A. Buchanan
Secretary of State

Helpful Resources

The Wyoming Secretary of State's Office provides numerous resources for candidates who are considering running for office. Representing the people of Wyoming is an honor and we want you to be prepared!

All of the following documents may be found on our website at : <https://soswy.state.wy.us>.

Offices up for Election—review this document to determine which offices will be on the 2018 ballot.

Campaign Guide—provides helpful tips to all political entity types, such as: campaign contribution limits, advertising rules, campaign finance filing deadlines, etc.

2018 Election Calendar—provides deadlines for all election processes required by statute; absentee ballot deadlines, election dates, publication requirements, etc.

Campaign Finance Tutorials—Use these as a reference for how to file your campaign finance reports on WYCFIS (statewide and legislative candidates only).

Registry Lists—Candidates may obtain certain information of registered voters to assist them in campaigning (political purposes only). A voter data order form must be completed (available on website).

Qualifications for Holding Office

Federal Office

US Senator — \$200

- Must be at least 30 years old
- U.S. Citizen for 9 years
- An inhabitant of the state of Wyoming at the time of election

US House of Representative — \$200

- Must be at least 25 years old
- U.S. Citizen for 7 years
- An inhabitant of the state of Wyoming at the time of election



Filing Office: WY Secretary of State

Campaign Finance: File with Federal Election Commission (FEC) - <https://www.fec.gov/>

Statewide Office

*In addition to being a **qualified elector** and **U.S. Citizen**, the following requirements must be met for these offices.*

Governor — \$200

- Must be at least 30 years old
- Resided in the state 5 years next preceding the election

Secretary of State - State Auditor - State Treasurer - State Superintendent of Public Instruction — \$200

- Must be at least 25 years old

State Senator — \$25

- Must be at least 25 years old
- Resided in the district from which elected at least twelve months preceding his election

State Representative — \$25

- Must be at least 21 years old
- Resided in the district from which elected at least twelve months preceding his election

Filing Office: WY Secretary of State

Campaign Finance: Required to create an account online at the Wyoming Campaign Finance Information Systems website - [https://www.wycampaignfinance.gov.](https://www.wycampaignfinance.gov/) Total of four reports due.

County & Municipal Office

*In addition to being a **qualified elector** and **U.S. Citizen**, the following requirements must be met for all offices listed below.*

County Assessor — \$25

- Shall own real property in the county in which he is elected.

County Attorney — \$25

- Shall be a member of the bar of Wyoming.

District Attorney — \$25

- Shall be a licensed attorney for at least 4 years
- Be a member, in good standing, of the Wyoming state bar

Community College & School Board

Community College Board Trustee—No fee

- Must reside in the community college district and in the sub district, if applicable

School Board Trustee — No fee

- Must reside in the community college district

Filing Office: County Clerk

Campaign Finance: Paper file at your County Clerk's Office. Forms available on the Wyoming Secretary of State's website - <http://soswy.state.wy.us/>

Important! *Since College or School Board candidates are not technically candidates until the General Election, only 2 reports are required.*

Independent Candidates

Candidates are required to meet the qualifications as set forth for each corresponding office.

*Petitions must be filed with the appropriate office by the deadline—**August 27, 2018.***

The petition must be signed by registered electors, resident in the jurisdiction and eligible to vote for the petitioner.

Federal and Statewide Office — \$200

- Accepted signature requirement shall be no less than 2% of the total number of votes cast in the state for U.S. Rep in the last General Election: 5,036

State Legislative Office — \$25

- Accepted signature requirement shall be no less than 2% of the total number of votes cast for the office in that particular district in the last General Election: # dependent on district.

County Office — \$25

- Accepted signature requirement shall be no less than 2% of the total number of votes cast in the county for U.S. Rep in the last General Election: dependent on county.

Filing Office: Petition shall be filed in the appropriate office and accompanied by the same fee required for the same office of candidates seeking nomination by primary election.

Campaign Finance: Once an established candidate, candidate must adhere to campaign finance rules of the same office for which they are submitting their petition.