



# Jefferson County WASHINGTON

## Candidate Statements and Photos for the online voters' guide.

Although Jefferson County DOES NOT publish a printed Voters' Pamphlet, an electronic voters' guide is available on our web page [www.co.jefferson.wa.us](http://www.co.jefferson.wa.us) then click on *Elections* under Quick Links (or Department / Auditor / Elections) then *Online Voters' Guide*.

The online voters' guide provides an opportunity for every candidate to publish biographical information, photo, candidate statement, and contact information.

If you provide an email address when you file for office you will receive an email with a link. Use this link to submit your information for the online voters' guide. Unless the office you filed for goes straight to the General, the statement and photo you submit will be accessible on the online voters' guide beginning the middle of June. Winning candidates in the Primary will not be allowed to submit a new statement. The original statement and photo will move forward to the General online voters' guide.

It is the responsibility of the candidate to ensure all information contained in his or her statement is true and accurate. The Auditor's Office does not check statements for factual accuracy.

### Tips from voters

- Treat this as a resume and edit carefully.
- Offer your vision. Be positive.
- What do you want to accomplish, if elected?
- Describe what sets you apart from your opponent.
- Avoid criticism of your opponent.
- Who endorses your candidacy?
- Avoid technical terms and abbreviations.

### Biographical and Statement format:

*Italics* may be used to emphasize specific words or sentences. Any other formatting, such as ALL CAPS, **bold**, or underlining, is not allowed. CAPS, **bold**, and underlines will be converted to *italics* by the Election Division.

Up to four paragraphs may be used in the candidate statement.

Lists and bullets are not allowed. Lists and bullets will be converted by the Election Division to block paragraph, with a semicolon to separate each item.

### Content:

Pursuant to RCW 29A.32.230, the Election Division may reject certain materials submitted. These materials include, without limitation, biographical information, candidate statements, photos, or contact information that:

- Is obscene.
- Is libelous.
- Contains a commercial advertisement.
- Contains matter not limited to the candidate himself or herself or to the measure or political office.
- Contains matter that is otherwise inappropriate or that does not comply with applicable law.
- Photos will be rejected that do not meet the statutory and administrative criteria outlined in this document.

### **Biography:**

In addition to your statement, you may provide a 100-word biography. Biographical information should be organized in accordance with the four section headings. Section headings are not included in the word count. The section headings are:

- Elected Experience
- Other Professional Experience
- Education
- Community Service

When a candidate does not submit a response to a section heading, the heading will appear and “No information submitted” will appear in that section.

### **Statement:**

The word limit for your statement is 200 words or less. Hyphenated words count as two words. Statements exceeding the word limit will be shortened by deleting full sentences from the end.

### **Candidate Photograph:**

Photos must be:

- Digital (JPEG or TIFF format).
- No smaller than 4 x 5 inches.
- Current (taken within 5 years).
- Head and shoulder portrait.

Photo shall be free from any insignia or clothing which designates the candidate’s present elected office (e.g., flags, uniforms, or judicial robes), or any uniform or insignia of any organization which advocates or teaches racial, religious, or any other type of intolerance.

### **Statement and Photo Rules for Candidates Advancing to the General Election:**

- Statements and photos submitted for the Primary election will be used for the General Election.

### **Candidate Statement & Photo Deadline:**

- **The deadline to submit a statement and photo is 4:30 p.m. June 19, 2019.** Your statement and photo will appear on the online voters’ guide for the election your office is on the ballot. The deadline remains the same whether your office is on the ballot for the Primary or General. The same statement and photo will be used for the winners of the Primary in the General election.
- All statements and photos applicable to the election will be posted at the same time.
- Use the link sent by the Office of the Secretary of State to submit your statement and photo.

- Only if you are not able to use the link, you may submit your statement (WORD doc) and photo (jpg) as attachments to my email address, [bettyj@co.jefferson.wa.us](mailto:bettyj@co.jefferson.wa.us)

**Rejection and Appeal:**

Rejection:

The Election Division may reject certain materials submitted for publication in the Local Online Voters’ Guide. This includes, without limitation, biographical information, candidate statements, photos, and contact information.

If the biographical information, candidate statement, photo, or contact information is rejected by the Election Division, a written notice of rejection will be sent to the proponent by email not more than five business days after the information is submitted and shall set forth specific grounds for the rejection.

Appeal:

Any candidate whose submission is rejected may appeal the Election Division’s decision. A written notice of appeal shall be submitted to the Auditor by email ([carrollra@co.jefferson.wa.us](mailto:carrollra@co.jefferson.wa.us)) not more than two business days after the notice of rejection was sent and shall set forth the specific grounds for appeal. The Auditor shall issue a written decision granting or denying the appeal by email not more than two business days after receiving the notice of appeal. The decision of the Auditor to grant or deny an appeal shall be final.

If material is rejected, that portion will be omitted from the online voters’ guide and the appropriate space left blank.

**Statements – At a Glance**

Statement Type	Word Limit	Formatting
Biographical Information Section	100 <i>Section headings are not included in word count.</i>	Not Allowed: <b>Bold</b> , ALL CAPS, <u>underlining</u> , lists, bullets
Candidate Statements for: <ul style="list-style-type: none"> <li>• County offices</li> <li>• All other local offices</li> </ul>	200	Allowed: <i>Italics</i> Up to <b>4</b> paragraphs. Not Allowed: <b>Bold</b> , ALL CAPS, <u>underlining</u> , lists, bullets
Contact Information	Contact information is not included in the word count	Allowed: Campaign phone number; email address; & website address.  At least one method of contact (phone, email, website address) must be provided. Not Allowed: Titles (Dr., President, PhD.) Email and website addresses may not be obscene, libelous or a commercial advertisement.