Dear Candidate:

Congratulations on your decision to run for elected office in our fine community. We hope you enjoy your campaign and that it will be a positive experience for you. To acquaint you with the issues facing Farmington, the responsibilities and time commitment required of City Council Members, and various items related to campaigning, we will be holding an orientation meeting on **Wednesday, July 20th, at 6:00 p.m.** at the Farmington City Hall. At this meeting, we will be providing basic information on City functions which you will find useful. We hope you will be able to join us.

We hope the attached guide is helpful to you. It has been designed to present some basic information about the election process, which you should review. In particular, you should closely study the ethics and financial disclosure information.

Again, thank you for your willingness to serve. If you have any questions, please feel free to contact me at your convenience.

Sincerely,

Holly Gadd

Holly Gadd
City Recorder
801-939-9205

CITY OF FARMINGTON

OFFICES TO BE VOTED ON

Three City Council positions – 4 years terms; January 2012 – January 2016

PERSONAL COMMITMENT

To perform effectively as a Mayor or Councilmember, you will need to budget your time wisely. You will be responsible for three very important roles: (1) your public position; (2) your spouse and family; and (3) your profession. You already know how much time is needed for your family and profession. However, few people realize how many hours are needed to conduct the official business of the City. Ten to twenty hours per week is a good estimate for the time Councilmembers give to their Council responsibilities. In addition to the regularly scheduled Council meetings, numerous informal meetings and work sessions are required to address special issues or problems. Councilmembers also serve as representatives to the City's advisory boards and commissions.

Qualifications for Elected Office:

1. **A candidate must be a United States citizen.**
2. **A candidate must be at least 18** years old and a **registered voter** of the municipality.
3. **A candidate must have resided in the city** of Farmington **or recently annexed area for 12 consecutive months immediately preceding the election.**
4. **Any mentally incompetent** person, **any person** convicted **of a** felony, **or any** person convicted of treason or **a** crime against **the** elective franchise may **not hold office in** this state until the **right to** vote or hold elective office **is** restored as provided by statute.

ELECTED OFFICIALS COMPENSATION

Councilmember ..... $600.00 per month

OATH OF OFFICE

Once elected, Councilmembers are required to take the following oath of office during the first Council meeting in January or as soon thereafter as practically possible.

The oath states:
"I do solemnly swear that I will support, obey, and defend the Constitution of the United States, the Constitution of the State of Utah, and that I will discharge the duties of my office with fidelity."

ELECTION DAY

The polls must be opened at 7 a.m. on November 8th and remain open continuously until 8 p.m. of the same day. The poll workers must allow every voter who arrives at the polls by 8 p.m. to vote.

A Primary Election will be held on September 13th if needed.

POLLING LOCATIONS

To avoid long lines it is recommended that you vote at the following polling locations. However, if for some reason that is not possible, you may vote at either location.

FA1, FA2, FA3, FA4 and FA11 will vote at the Legacy Events Center located at 151 South 1100 West (map is attached).

FA5, FA6, FA7, FA8, FA9 and FA10 will vote at the Farmington Community Center located at 120 S Main Street (map is attached).

POLITICAL CAMPAIGN SIGNS

To help you remember where you can or cannot put signs:

15-4-111 Temporary Signs

(1) Duration. A temporary sign may be displayed for a maximum period of eighty (80) days during a calendar year, after which it must be removed or replaced by a new temporary sign that meets the other requirements of this Chapter.

(2) Durability. All temporary signs shall be securely attached to stakes or posts embedded in the ground or shall be securely attached to a permanent structure. Signs shall be made of durable materials such as will withstand the elements for the period of duration.

(3) Size and Setback. The size, setback and location of all temporary signs shall conform to the specifications that pertain to the zone in which the temporary sign is located.

(4) Owner Consent. Any person wishing to display a sign must have the consent of the owner, lessee, or occupant of the property on which the sign will be located, prior to placement.

(5) Illumination. Temporary signs shall not be illuminated.

(6) Spacing. No temporary sign shall be within three (3) feet of any other temporary sign.

(7) Public Right-of-way. No sign shall be posted in the public right-of-way, or on any traffic regulatory sign pole or tree within any public street right-of-way, or on any utility pole.

(8) Clearview at Intersections. All signs placed near intersections shall comply with the Clearview standards set forth in Section 15-3-103 of this Chapter.

*****No signs in city parks or on city property.***

CAMPAIGN FINANCIAL REPORTING

Candidates for elected municipal office must file signed Campaign Financial Statements (example of form enclosed at the end of the Candidates' Guide) with the City Recorder containing itemized and total campaign contributions and expenditures as outlined below:

Candidates in the Municipal Primary shall file:

A first Campaign Financial Statement must be filed no later than 7 days before the Municipal Primary (if Primary is needed). The first statement shall include contributions received and expenditures made up through and including 10 days before the Primary (September 3, 2011).

The filing period for the second statement is September 5-6, 2011.

The names of candidates who fail to comply with this deadline will be removed from the ballot for the Municipal Primary.

Candidates Eliminated at the Municipal Primary must file a Campaign Financial Statement within 30 days after the Municipal Primary Election. The deadline for this filing is October 13, 2011.

Candidates in the Municipal General Election shall file:

A second Campaign Financial Statement must be filed no later than 7 days before the Municipal General Election. The second statement shall include contributions received and expenditures made up through and including 10 days before the Municipal General Election (October 29, 2011).

The filing period for the second statement is October 31-November 1, 2011.

The names of candidates who fail to comply with this deadline will be removed from the ballot for the Municipal General Election.

A third campaign Financial Statement shall be filed within 30 days after the Municipal General Election. The third statement shall include contributions received and expenditures made after 10 days before the Municipal General Election (October 30, 2011) until the date of the third filing.

The deadline for this filing is December 8, 2011.

If a candidate receives contributions or makes expenditures after the date of the last filing, an additional campaign financial statement(s) shall be filed within 30 days of receiving the contribution or making the expenditure.

Signed campaign financial statements received by the City Recorder are classified as a public record and must be posted to the City's webpage "no later than seven days after the statement is filed".

The campaign financial statements must include the following information:

1. For each contribution of more than $50.00, the name of the donor of the contribution and the amount of the contribution.

2. An aggregate total of all contributions of $50.00 or less received by the candidate.
3. For each expenditure, the name of the recipient and the amount of the expenditure.

ELECTIONEERING

"Electioneering" includes any oral, printed, or written attempt to persuade persons to refrain from voting or to vote for or vote against any candidate or issue. A "polling place" means the physical place where ballots and absentee ballots are cast and includes city hall during the period in which absentee ballots may be cast there.

Any person who violates any provision of this section is guilty of a class A misdemeanor.

On the day of any election, within a polling place or in any public area within 150 feet of the building where a polling place is located, a person may NOT:

1. Do any electioneering
2. Circulate cards or handbills of any kind
3. Solicit signatures to any kind of petition
4. Engage in any practice that interferes or disrupts the administration of the polling place
5. Obstruct the doors at polls or prevent free access to and from the polling place
6. Remove a ballot from the polling place unless the poll worker is assisting a physically disabled voter outside the building
7. Solicit any voter to show his ballot.

VOTER REGISTRATION

Residents wishing to vote must be registered. Registration is handled by Davis County Election Clerk's Office at 28 E State Street in Farmington.

EARLY VOTING

Early voting begins 14 days before each election and ends at 5:00 p.m. the Friday before the election. It is held at Farmington City Hall 1:00 p.m. to 5:00 p.m.

Primary Early Voting - Tuesday, August 30th through Friday, September 9th (***the Farmington City offices will be closed on Monday, September 5th for the Labor Day holiday***).

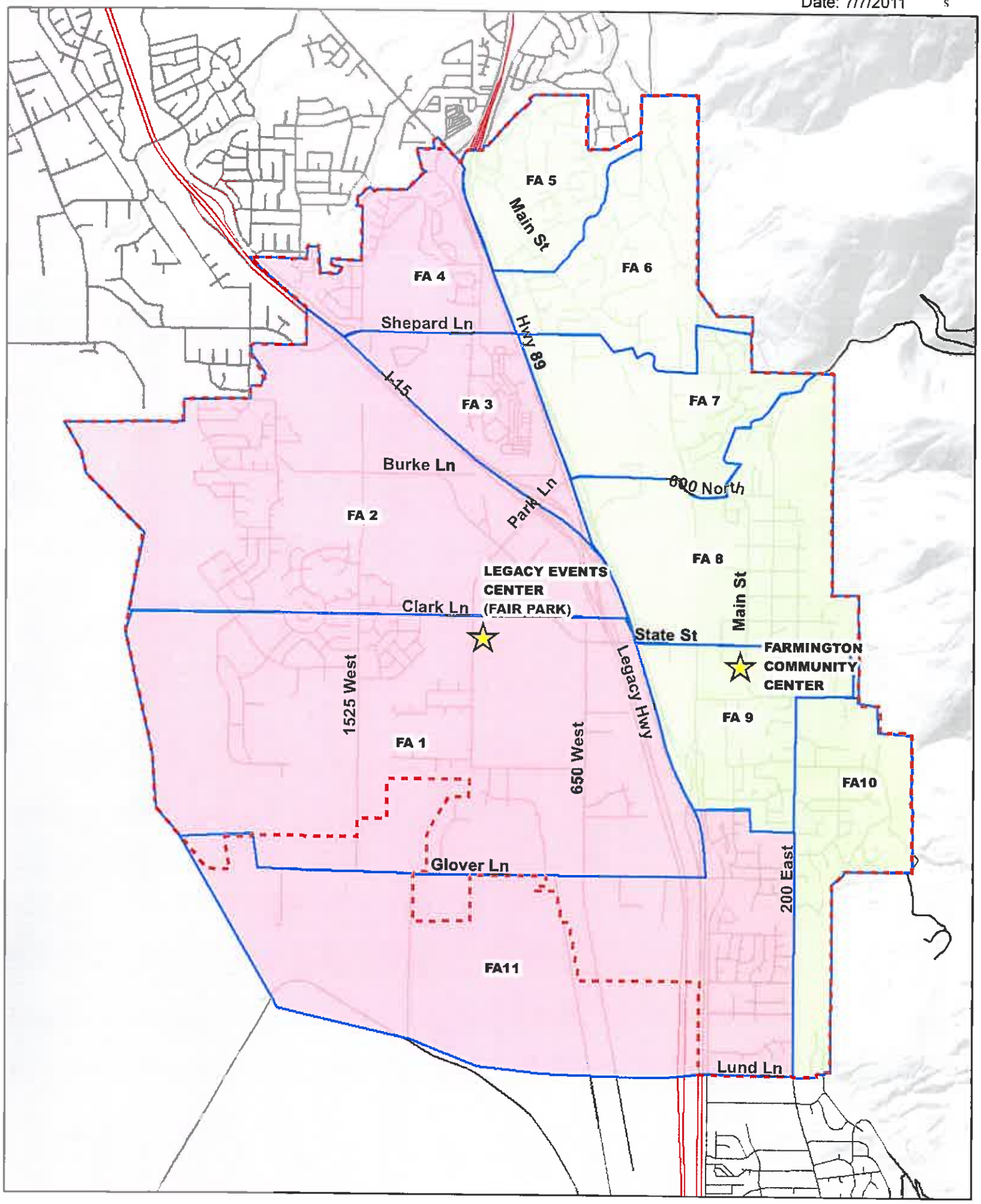
General Election Early Voting – Tuesday, October 31st through Friday, November 4th.

ABSENTEE VOTING

Voters wishing to cast an absent-voter ballot must do so no later than the Friday before the election in the office of the City Recorder. If the absentee vote is done by mail, the ballot envelope must be postmarked *BEFORE* Election Day and received by the City Recorder's office not later than noon of the day of the official canvass.

Farmington City Voting Precinct Map

Date: 7/7/2011



DECLARATION OF CANDIDACY

(Non-Partisan)

★★★★★★★★★★★★

STATE OF UTAH)

:ss

COUNTY OF DAVIS)

I, _____, being first duly
(Please print name as it is to appear on ballot.)

sworn, say that I reside at _____ , City of Farmington, County of Davis, State of Utah, that I am a registered voter; and that I am a candidate for the office of _____ for a term of four years. I will meet the legal qualifications required of candidates for this office. I will file all campaign financial disclosure reports as required by law, and I understand that failure to do so will result in my disqualification as a candidate for this office and removal of my name from the ballot. I request that my name be printed upon the applicable official ballots.

_____
(Candidate Signature)

Subscribed and sworn (or affirmed) to before me by_____on this _____ day of July, 2011.

_____
(Recorder/or other Officer Qualified to Administer Oath)

Qualifications to be a candidate are:

(1) Be a United States citizen at time of filing.

(2) Be a registered voter of the municipality.

(3) Be a resident of the municipality or a resident of a recently-annexed area for 12 consecutive months immediately preceding the date of the election.

(4) Not be a convicted felon, unless the right to hold elective office has been restored.

The following information would be helpful in contacting you:

E-mail:_____

Cell Phone:_____

Other Contact Information:_____

★★★★★★★★★★★★

NOMINATING PETITION

The undersigned residents of the City of Farmington, being 18 years old or older, do hereby nominate:

_____

(Print candidate's name as it is to appear on the ballot)

to the office of: _____ for a term of _____ years.

NOTE: This petition must be signed by at least 25 residents of the municipality who are at least 18 years old, or by 20% of such residents, whichever is less. *20A-9-203(5)*

NAME	COMPLETE MAILING ADDRESS	PHONE

NOMINATING PETITION (continued)

NAME	COMPLETE MAILING ADDRESS	PHONE

The undersigned person who is submitting this petition to the municipal clerk or recorder further states the above-named nominee is:

1. A United States citizen at time of filing.
2. A registered voter of the municipality.
3. Has registered within the municipality or recently annexed area for 12 consecutive months immediately preceding the date of the election.
4. Any mentally incompetent person, any person convicted of a felony, or any person convicted of treason or a crime against the elective franchise may not hold office in this state until the right to vote or hold elective office is restored as provided by statute (see UCA 20A-2-101.5).

Submitted by _____ Address _____ Farmington, Utah
Phone _____
Received: _____ *Clerk/Recorder* _____
(Date)

FORM A: CAMPAIGN FINANCIAL REPORT 2011

Itemized Report of Contributions Greater than $50.00

Date	Name of Contributor	Mailing Address	Amount

Total Contributions: (to line 1. of report):

PLEDGE OF FAIR CAMPAIGN PRACTICES

There are basic principles of decency, honesty, and fair play which every candidate for public office in the State of Utah has a moral obligation to observe and uphold, in order that, after vigorously contested but fairly conducted campaigns, our citizens may exercise their right to a free election, and that the will of the people may be fully and clearly expressed on the issues. THEREFORE:

I SHALL conduct my campaign openly and publicly, discussing the issues as I see them, presenting my record and policies with sincerity and frankness, and criticizing, without fear or favor, the record and policies of my opponents that I believe merit criticism.

I SHALL NOT use, nor shall I permit the use of, scurrilous attacks on any candidate or the candidate's immediate family. I shall not participate in, nor shall I permit the use of, defamation, libel, or slander against any candidate or the candidate's immediate family. I shall not participate in, nor shall I permit the use of, any other criticism of any candidate or the candidate's immediate family that I do not believe to be truthful, provable, and relevant to my campaign.

I SHALL NOT use, nor shall I permit the use of, any practice that tends to corrupt or undermine our American system of free elections, or that hinders or prevents the free expression of the will of the voters, including practices intended to hinder or prevent any eligible person from registering to vote or voting.

I SHALL NOT coerce election help or campaign contributions for myself or for any other candidate from my employees or volunteers.

I SHALL immediately and publicly repudiate support deriving from any individual or group which resorts, on behalf of my candidacy or in opposition to that of an opponent, to methods in violation of the letter or spirit of this pledge. I shall accept responsibility to take firm action against any subordinate who violates any provision of this pledge or the laws governing elections.

I SHALL defend and uphold the right of every qualified American voter to full and equal participation in the electoral process.

I, the undersigned, candidate for election to public office in the State of Utah, hereby voluntarily endorse, subscribe to, and solemnly pledge myself to conduct my campaign in accordance with the above principles and practices."

Name: _____
Signature: _____
Date: _____

UTAH STATEWIDE ELECTRONIC VOTER INFORMATION WEBSITE

As directed in Utah Code section 20A-7-801, Utah's lieutenant governor hosts a statewide electronic voter information website. Candidates may submit statements of qualifications (up to 200 words) and certain biographical information for inclusion on the website.

You can create an online profile page that will provide information about you to the voters at: http://vote.utah.gov/create-candidate-profile/.

You will need to use the following Entry Code to begin the process: **m92j3s**.

Once you submit your profile an email will be sent to our office notifying us that your profile is complete. We will then review and approve your profile page and link it to your name on the "Sample Ballot" found at vote.utah.gov.

The deadline to complete this is **5:00 p.m., Monday, August 22, 2011**. We will not accept any new submissions or changes to your profile after that time.

Please contact us with any questions.

Office of the Lieutenant Governor
Utah State Capitol
350 North State Street, Suite 220
Salt Lake City, Utah 84114-2325

Phone: 801-538-1041
Email: elections@utah.gov

NOTICE: THE LIEUTENANT GOVERNOR SHALL REVIEW INFORMATION SUBMITTED FOR INCLUSION ON THE STATEWIDE ELECTONIC VOTER INFRMATION WEBSITE FOR COMPLIANCE WITH LAW. THE LIEUTENANT GOVERNOR MAY REFUSE TO INCLUDE INFORMATION THAT IS NOT IN KEEPING WITH UTAH VOTER NEEDS, PUBLIC DECENCY, OR THE PURPOSES, ORGANIZATION OR UNIFORMITY OF THE WEBSITE (SEE UTAH CODE § 20A-7-801(4)(D))