

# Clatsop County

## Clerk and Elections

820 Exchange St., Suite 220, Astoria, OR 97103  
(503) 325-8511 phone / (503) 325-9307 fax  
Website: [www.clatsopcounty.gov](http://www.clatsopcounty.gov)  
Email: [clerk@clatsopcounty.gov](mailto:clerk@clatsopcounty.gov)

January 27, 2025

Dear Clatsop County Special Districts,

As we prepare for the District Election, please find enclosed forms, with instructions, for you to make copies and hand out to prospective candidates:

- ◆ SEL 190 Candidate Filing - District
- ◆ Candidate's Statement for County Voters' Pamphlet
- ◆ County Voters' Pamphlet – Statement of Endorsement
- ◆ Special Districts Board Qualification Matrix

Voters' pamphlet candidate statements must have the filing fee with the candidate's statement form at the time of filing. Your candidates can either file their statement in person at our office or email his/her statement to [clerk@clatsopcounty.gov](mailto:clerk@clatsopcounty.gov) and pay for the filing fee using a debit or credit card at the time of submission.

Candidate photos for county voters' pamphlet need to be submitted to us electronically to [clerk@clatsopcounty.gov](mailto:clerk@clatsopcounty.gov) in a .pdf or .jpg format. See photo requirements in the voters' pamphlet instructions.

### **IMPORTANT DATES:**

February 8 – First day for district candidates to file declaration of candidacy.

February 28 – Last day to file text of referral or prepared ballot title.

March 20 – Last day for district candidates to file declaration OR withdrawal of candidacy.

March 20 – Last day to file or withdraw notice of measure, and to file explanatory statement.

March 24 – Last day to file candidate statements and measure arguments for county voters' pamphlet.

April 29 – Last day to register to vote.

April 30 – First day ballots are mailed out.

May 20 – Election Day

July 2 – Last day for individuals nominated/elected by write-in votes to file acceptance forms.

If you have any questions, please feel free to contact our office at (503) 325-8511, or email us at [clerk@clatsopcounty.gov](mailto:clerk@clatsopcounty.gov). We will be happy to answer any questions you may have or clarify any of the process.

Sincerely,

A handwritten signature in black ink, appearing to read "Tracie Krevanko".

Tracie Krevanko, CCC, CEA, CERA  
Clatsop County Clerk



## District Candidate Information Sheet

### May 20, 2025 Regular District Election

#### **IMPORTANT DATES:**

<b>February 8</b>	First day for candidates to file declaration of candidacy or nominating petition for special district election.
<b>March 20</b>	Last day for district candidates to file <u>declaration</u> OR to <u>withdraw</u> (SEL 150) of candidacy nominating petition.
<b>March 24</b>	Last day to file candidate statements for voters' pamphlet.
<b>April 29</b>	Last day to register to vote for May election.
<b>April 30 – May 15</b>	Ballots are mailed.
<b>May 12</b>	Public certification test of vote tally system, at 9:30 a.m. Judge Guy Boyington Building, 857 Commercial St., Astoria, OR.
<b>May 20</b>	<b>Election Day</b>
<b>June 16</b>	Last day for county clerk to prepare and deliver abstract of election results to districts.
<b>June 27</b>	Last day for filing officer to prepare and deliver acceptance of office form to individuals nominated or elected by write-in votes.
<b>July 2</b>	Last day for individuals nominated or elected by write-in votes to file acceptance forms.

This packet includes:

- **Special Districts Qualification Matrix** which lists the requirements that are needed in order to qualify for the district board position to be filled;
- **SEL Forms** required for candidate filing;
- Voters' Pamphlet filing form and instructions.

You must file all required forms with Clatsop County Elections official (located at 820 Exchange Street, 2<sup>nd</sup> Floor) and follow the guidelines set out in the principal act for your jurisdiction. You may file either by paying the required fees or by obtaining petition signatures.

The enclosed information is not a substitute for reading the **County, City and District Candidate Manual**, found on the Secretary of State website, <https://sos.oregon.gov/elections/Documents/county-city-district-candidates.pdf>

If you have any questions or need additional forms, contact the Clatsop County Elections Office at 503-325-8511, or visit our website at [www.clatsopcounty.gov](http://www.clatsopcounty.gov) and under "Elections" tab, then select *May 20, 2025 - Regular District Election* for more information, or select *Measure/Candidate Filing* for filing forms and manuals.

#### ➤ **FILING BY FEE:**

1. File **SEL 190** (District Candidate Filing Form)
2. Pay filing fee of \$10.

# Candidate Filing District

SEL 190

rev 12/24  
ORS 255.235

**i** This form must be filed with county elections official. All information must be completed or the form will be rejected.

## 2025 District Election Filing Dates

Candidate Filing February 8, 2025 to March 20, 2025

Withdrawal Date March 20, 2025

This filing is an

Original

Amendment

## Office Information

Filing for Office of:

District, Position or County:

## Filing Information

Filing with the required \$10.00 fee

Prospective Petition

## Candidate Information

### Name of Candidate

First

MI

Last

## How you would like your name to appear on the ballot

## Candidate Residence/Route Address

Street Address

City

State

Zip

## Candidate Mailing Address and Contact Information

Street Address or PO Box

City

State

Zip

Work Phone

Home Phone

Cell Phone

Email Address

Web Site, if applicable

## Race and Ethnicity *Optional*


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

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

# Candidate Signature Sheet | Nonpartisan

SOME Circulators  No Circulators for this petition are being paid.

This is a candidate nominating petition. Signers of this page must be active registered voters in the county listed.

 Signatures must be verified by the appropriate county elections official before the petition can be filed with the filing officer.

Petition ID \_\_\_\_\_

County \_\_\_\_\_

## Candidate Information

Name	Office
Election	
District or Position Number (include city if applicable)	

**To the Elections Official/Filing Officer,** We the undersigned voters, request the candidate's name be placed on the ballot at the election listed above for nomination to the office indicated.

 Signers must initial any changes the circulator makes to their printed name, residence address or date they signed the petition.

Signature \_\_\_\_\_ Date Signed mm/dd/yy \_\_\_\_\_ Print Name \_\_\_\_\_

Residence or Mailing Address street, city, zip code \_\_\_\_\_

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_
- 4 \_\_\_\_\_
- 5 \_\_\_\_\_
- 6 \_\_\_\_\_
- 7 \_\_\_\_\_
- 8 \_\_\_\_\_
- 9 \_\_\_\_\_
- 10 \_\_\_\_\_

**Circulator Certification** This certification must be completed by the circulator and additional signatures should not be collected on this sheet once the certification has been signed and dated! I hereby certify that I witnessed the signing of the signature sheet by each individual whose signature appears on the signature sheet, and I believe each person is a voter qualified to sign the petition (ORS 249.061). I also hereby certify that compensation I received, if any, was not based on the number of signatures obtained for this petition.

Circulator Signature \_\_\_\_\_

Date Signed mm/dd/yy \_\_\_\_\_

Sheet Number  
Completed by  
Candidate

Printed Name of Circulator \_\_\_\_\_

Circulator's Address street, city, zip code \_\_\_\_\_

# Candidate's Statement for County Voters' Pamphlet Instructions

## Voters' Pamphlet Candidate Filing Fees:

1. **Special District/City/County at Special/Regular Election; Metro at Primary/General Election positions**
  - **\$25** – An office with no salary or other compensation beyond expenses is attached.
  - **\$100** – An office to which a salary or other compensation beyond expenses is attached.
2. **City/County at Primary/General Election positions** (please contact your County Elections office to determine registered voters in jurisdiction/district)
  - **\$25** - Districts with fewer than 1,000 voters within the county.
  - **\$50** - Districts with 1,000 – 9,999 voters within the county.
  - **\$100** - Districts with 10,000 – 49,999 voters within the county.

## General Instructions

1. A typewritten and signed 'VP-01 Candidate's Statement for County Voters' Pamphlet' along with the appropriate filing fee must be filed with the County Elections office no later than 5 pm on the filing deadline. Postmarks do not count. No candidate information will be listed in the County Voters' Pamphlet unless the fee and the VP-01 for County Voters' Pamphlet are filed. **Any filings received or are unsigned after 5 pm on the deadline will be rejected.** A county may choose independently to list a candidate's name in their Voters' Pamphlet.
2. Each county produces its' own individual County Voters' Pamphlet. If the Candidate's jurisdiction or district is located in more than one county a separate VP-01 must be filed and the fee paid to each county where the statement is to be printed.
3. **The combined count for 'Required' and 'Optional Information' must not exceed 325 words/numbers. If the statement exceeds 325 words/numbers it will be edited by the County Elections office.**
4. A candidate may submit an 'Amended Statement' or different portrait until 5 pm on the filing deadline. If a statement is amended a new completed VP-01 form must be submitted signed and the "Amended" box must be marked. This 'Amended Statement' and VP-01 can be faxed or a scanned copy e-mailed to the county elections office, but it must be received by 5 pm on the filing deadline. No additional fee is required.

## Candidate's Statement for County Voters' Pamphlet

1. Submit signed VP-01 with the 'Required Information' complete on the filing form or attach a standard 8 ½" x 11" white paper containing the 'Required' and/or 'Optional Information' to the signed form. 'Required' and 'Optional Information' is to be submitted typewritten.
2. **In addition to filing the signed original of the VP-01, it is recommended that the candidate e-mail the electronic text of the 'Required' and 'Optional Information' to the County Elections office. The electronic text must mirror the submitted print version exactly.** The print version verbatim provided will be what is to be printed in the Voters' Pamphlet.
3. The candidate or authorized agent must sign the VP-01.
4. The statement must consist of words/numbers only; charts or graphics may not be used (other than bullet points).

2. Quotes from websites can be used, but must include the date and website address as part of the statement. It is recommended that a printed copy from the website be maintained for your records from the date you are referencing in your 'Candidate Statement'.
  3. Italics should only be used when citing the source of a quote from a published source. Example of quotes: "*The Oregonian*, 06/21/2011" or from Mayor Smith's website, [www.mayor-smith.com](http://www.mayor-smith.com) 06/21/2011 or "In the latest edition of the *NW Times*, the paper said this about me '... that Joe Smith is the best person for the job.'" *NW Times*, 02/04/2014.
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## Portrait

1. A portrait photo is optional. It is recommended that one 5"x7" portrait be submitted. Alternately, a digital file portrait in a standard file format (.tif or .jpg) may be submitted, as an attachment to an e-mail sent to the County Elections office or on a disk. If a digital file is submitted, an identified printer copy of the same exact portrait that is submitted, must be provided by the deadline with the filing. The digital file must clearly reference the candidate name and should be a minimum of 300 dpi. If the portrait submitted is in a format different from those recommended above, the quality of reproduction may be affected or the portrait may be unusable. The portrait must be received by the filing deadline.
  2. The portrait **must be less than four years old**. If the portrait is older than four years old, it will not be used in the Voters' Pamphlet.
  3. The **portrait should only show the face, neck and shoulders of the candidate**; no hands, no hat, no sunglasses or anything below the shoulders. Please leave extra space around the portrait so that it can be cropped to the required size.
  4. The **background of the portrait must be plain** (non-textured, light gray background is recommended). Materials such as paneling, wallpaper, windows, textured walls, bookcases, flags and plants will be cropped or altered. In the portrait, a candidate may not wear clothing or jewelry which may be construed as showing membership in any organization (e.g., uniform, judicial robe, hat, lapel pin, etc). Portraits that do not meet these requirements will be cropped or altered and any additional expenses charged to the candidate.
  5. It is recommended that the candidate name be written on the back of the print. Do not use a pen that will bleed through to the portrait.
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## Contact Information

→ **Clatsop County Clerk & Elections**, 820 Exchange St Ste 220 Astoria OR 97103  
phone 503-325-8511                      fax 503-325-9307                      email: [clerk@clatsopcounty.gov](mailto:clerk@clatsopcounty.gov)

# Candidate's Statement for County Voters' Pamphlet

**Important! Read all instructions before completing this form.** Use this form when filing a 'VP-01 Candidate's Statement for County Voters' Pamphlet' with your County Elections office. Please note that each county produces a separate County Voters' Pamphlet. If the jurisdiction or district is located in more than one county a separate VP-01 form must be filed and the fee paid to each county where the statement is to be printed.

### FILING INFORMATION

Election:  Primary 20\_\_\_\_  General 20\_\_\_\_  Special/Regular\_\_\_\_  
 Original Statement  Amended Statement

Name of Candidate (as it should appear on ballot):

Filing for the Office of (complete what's applicable):

District: \_\_\_\_\_ Position: \_\_\_\_\_ Zone #: \_\_\_\_\_

"This Information Furnished by" (Required: name of Candidate and/or Committee as it should appear in Voters' Pamphlet):

### CONTACT INFORMATION

Phone: Cell: \_\_\_\_\_ Work: \_\_\_\_\_ Home: \_\_\_\_\_

E-Mail: \_\_\_\_\_

**Warning:** Any person who supplies information in the 'Required' portion of a Voters' Pamphlet statement, knowing it to be false, is subject upon conviction, of a Class C felony, to imprisonment for up to five years or to a fine of \$125,000, or both. ORS 260.715 (1); 260.993 (2); 161.605; and 161.625.

*Note: Language which violates any provision of ORS 251.415 will be excluded from the Voters' Pamphlet.*

By signing this document, I hereby state:

- That all information provided by me on this form and in this Statement is true to the best of my knowledge;
- I am the author of this Statement (ORS 251.415);
- I have read and understand the instructions for submitting this 'Candidate Statement'; and
- The portrait, if provided, is less than four (4) years old.

\_\_\_\_\_, 20\_\_\_\_  
Signature of Candidate or Agent on behalf of Candidate Date signed

(If applicable) Printed name of Agent

Phone number

#### For Office Use only:

County: \_\_\_\_\_

Cash-receipt #: \_\_\_\_\_

Check #: \_\_\_\_\_

Amount \$ \_\_\_\_\_

Required Info?  Yes  No

Signed?  Yes  No

Optional Info?  Yes  No

Endorsements?  Yes # \_\_\_\_\_  No

Portrait?

Print? # \_\_\_\_\_

Email copy?  Yes  No

Received?  Yes  No

None

Intake Staff Initials:

Word Count (325 max):

Providing digital copy?  Yes  No

Received digital copy?  Yes  No

Review Staff Initials:

# County Voters' Pamphlet - Statement of Endorsement Instructions

## General Instructions

An original, faxed, e-mail attachment or copy of a 'VP-02 County Voters' Pamphlet – Statement of Endorsement' form should be filed with the 'VP-01 Candidate Statement' or 'VP-03 Measure Argument' it relates and must be filed no later than the 5 pm Voters' Pamphlet filing deadline. If the name of a person (the endorser) or organization (the endorser) or non-previously disseminated quote is used in a submitted VP-01 or VP-03 as supporting or endorsing the candidate or measure, **you must either:**

**1. File a 'VP-02' form using 'Option 1 Statement of Endorsement – determined by the filer to provide endorsing person or organization information.**

Choosing 'Option 1' must be signed by a person, or by an authorized person on behalf of an organization, stating that the filer has consent and the discretion to use the signees name, and title if needed, and/or organization name as submitted on the VP-01 or VP-03.

**OR**

**2. File a 'VP-02' form using 'Option 2 Statement of Endorsement – reproduction as designated by endorser' of information as provided to the filer by the endorser.**

Choosing 'Option 2' requires the endorser to provide the exact wording and information, in the 'Required Reproduction' box, that the filer must use, per verbatim, as their endorsement on either a VP-01 or VP-03. VP-02 must be signed by the endorser, or by an authorized person on behalf of an organization, providing consent to use their name and title, if used, or organizations' name and/or a non-previously disseminated quote as the endorser has provided to the filer in the VP-02 'Required Reproduction' box.

**Example 1 'Option 2' Endorsement -**

- 'Candidate Statement' language: "Cooper City Council unanimously endorses this candidate for Sheriff."
- 'Required Reproduction' box should contain the following: "**Cooper City Council unanimously endorses this candidate for Sheriff. Cooper City Councilor ?name?**" (Note: All Councilors on this Council must each sign a separate VP-02 form with this information.)

**Example 2 'Option 2' Endorsement -**

- 'Measure Argument' language: "Cooper County Sheriffs - Bill Smith, John Henry & Bob Cox".
- 'Required Reproduction' box containing something similar to the following: **Bill Smith, Cooper County Sheriff; John Henry – Cooper County Sheriff; Cooper County Sheriff, Bob Cox.** (Note: Each endorser must sign a separate VP-02 form. For this example there would be 3 forms.)

**3. Using a previously disseminated to the public quote in a 'Candidate Statement' or 'Measure Argument'.** If a previously publically disseminated quote is used, **NO** VP-02 form is necessary. The quotation must have been disseminated to the public prior to inclusion in the VP-01 or VP-03 and the quotation must be identified in the VP-01 or VP-03 by its source and date of publication/dissemination.

**Examples 1 - for identifying the source of a quote are:**

Author Name (if applicable), *Newspaper Name* or *Magazine Name* or *Book Title*, Date of Publication;  
 Author Name (if applicable), website (www.???), Date of posting.

**Example 2 - of quotes:**

"In the latest edition of the *NW Times*, the editorial board in the paper said this about me  
 "... that Joe Smith is the best person for the job." *NW Times*, 11/24/2013."

## Contact Information

→ **Clatsop County Clerk & Elections**, 820 Exchange St Ste 220, Astoria OR 97103  
 phone: 503-325-8511                                      fax: 503-325-9307                                      e-mail: clerk@clatsopcounty.gov



# SPECIAL DISTRICTS BOARD QUALIFICATION MATRIX

Rev. 1/2025

DISTRICT	FILING FEE	PETITION SIGNATURES	QUALIFICATION REQUIREMENTS
<b>SCHOOLS (ORS 332.018)</b>			
Astoria School District #1C	\$10	25	Registered voter of district and resident for one year immediately preceding the election or appointment. (Resident of zone if applicable.) May not be employed by school district.
<i>Clatskanie School District #6J</i>	N/A	N/A	<b>Filing Officer is Columbia County</b>
Jewell School District #8	\$10	25	Registered voter of district and resident for one year immediately preceding the election or appointment. (Resident of zone if applicable.) May not be employed by school district.
Knappa School District #4	\$10	25	Registered voter of district and resident for one year immediately preceding the election or appointment. (Resident of zone if applicable.) May not be employed by school district.
Seaside School District #10	\$10	25	Registered voter and resident of zone for one year immediately preceding the election or appointment. May not be employed by school district. (Zones 1 & 2 = Precincts 120 -124. Zones 3 & 4 = Precincts 110, 115, 116, 119, 121. Zones 5 & 6 = Precincts 117-120. Zone 7 = At Large)
Warrenton-Hammond School District #30	\$10	25	Registered voter of district and resident for one year immediately preceding the election or appointment. (Resident of zone if applicable.) May not be employed by school district.
<b>COMMUNITY COLLEGE (Board Policy 2010)</b>			
Clatsop Community College	\$10	25	Registered voter of district for one year immediately preceding the election or appointment, and resident of zone. (Zone 1 = Precincts 103, 105, 106, 107, 108,125. Zone 2 = Precincts 101-104, 109, 111, 112, 114. Zone 3 = Precincts 110 -124.

<b>WATER CONTROL (ORS 553.210)</b>			
Wauna Water District	\$10	11	Landowner within the district, need not reside in district.
<b>HEALTH (ORS 440.325)</b>			
Clatsop Care & Rehabilitation Center	\$10	25	Registered voter within district.
Union Health District	\$10	25	Registered voter within district.
<b>RECREATION (ORS 266.310)</b>			
Sunset Empire Park & Recreation District	\$10	25	Registered voter within district.
<b>RURAL LAW ENFORCEMENT (ORS 451.555)</b>			
Clatsop County Rural Law Enforcement District	\$10	25	Registered voter within zone elected. (Zone 1 = Precincts 103.04-103.09, 105-107. Zone 2 = Precincts 103.01-103.03, 109, 110.03-110.07, 111. Zone 3 = Precincts 110.01-110.02, 114-115, 121.02. Zone 4 = Precincts 108, 125. Zone 5 = Precincts 121.01, 122, 124.)
<b>SANITATION (ORS 450.045)</b>			
Arch Cape Sanitary District	\$10	18	Registered voter or owner within district.
Miles Crossing Sanitary Sewer District	\$10	25	Registered voter or owner within district.
Shoreline Sanitary District	\$10	24	Registered voter or owner within district.
Sundown Sanitary District	\$10	17	Registered voter or owner within district.
<b>TRANSPORTATION (ORS 267.540)</b>			
Sunset Empire Transportation District	\$10	25	Registered voter within district.
<b>PORT (ORS 777.135)</b>			
Port of Astoria District	\$10	25	Registered voter within district.