



2022 Primary & General Candidate Handbook

Town of Paradise Valley Town Clerk
6401 E Lincoln Drive
Paradise Valley, AZ 85253
www.paradisevalleyaz.gov



**Office of the Town Clerk
6401 E Lincoln Drive
Town of Paradise Valley, AZ 85253**

INTRODUCTION

Thank you for your interest in serving in local government. The election process can be daunting. This Election Handbook has been developed to provide potential candidates with the basic information and step by step instructions on how file and run for office.

The Primary Election will be held on Tuesday, August 2, 2022, and the General (Run-off) Election will be held on November 8, 2022, if necessary. The ballot will include the mayor's seat (two-year term), three council seats (four-year term), and the 2022 General Plan Proposition. To be elected at the Primary, candidates must receive a majority of the total valid ballots cast. If there is a run-off election, candidates must receive a simple majority to be elected. Whether elected in August or November, newly elected officials will take office on January 12, 2023.

The Clerk's Office has made every effort to provide the most current election materials and regulations. However, since state statutes and case law are subject to constant change and interpretation, it is recommended that candidates review them with an attorney to ensure compliance with current legal requirements. It is important to thoroughly review the election materials and to comply with all current statutes. Nothing in this packet should be deemed to constitute legal advice or as a substitute for compliance with all legal requirements. It is not appropriate for Town staff to give legal advice to candidates.

The Clerk's Office welcomes suggestions regarding additional information that would be of assistance in future elections. Please do not hesitate to contact me if you have questions.

Respectfully,
Duncan Miller, Town Clerk
480-348-3610
dmiller@paradisevalleyaz.gov

GENERAL INFORMATION

Town Government

There are 91 incorporated municipalities in Arizona. These cities and towns are either “home rule” (governed by a charter adopted by the voters) or “general law” (governed by general provisions of Arizona law). The Town of Paradise Valley is a general law government, as are most other similarly-sized communities.

Town government operates under a council-manager form of government in which the elected Town Council is responsible for making policy, adopting ordinances, authorizing appropriations, and exercising general governmental oversight. The mayor is the Chief Executive Officer of the Town, is a voting member of the Council, and acts as presiding officer of the Council. Additionally, the Mayor fulfills ceremonial duties and represents the Town on regional committees and organizations. This governing structure is patterned after the private business or corporate structure in which policy making and administrative operations are separated. This structure simplifies government and reduces direct political involvement in administration.

The council is composed of six members who are elected to serve four-year staggered terms. The mayor is elected to a two-year term. At the first meeting of a new term, the council selects a vice mayor from among its members to serve a one-year term. The mayor and council serve on a voluntary basis accepting no compensation for their service.

The Council appoints the Town Manager who is responsible for administering government operations, appointing department heads, and implementing the policies adopted by the Mayor and Council. The Mayor and Council also appoint the Town Attorney, the Municipal Court Judges, and all members of various Town boards, committees, and commissions.

PV Voter Statistics

Total Number of Registered Voters: 11,197

Voters on Active Early Voter List: 9,438

Percentage of Registered Independents/No Party Declared: 28%*

Voter Turnout in 2020 Primary Election: 43%

*These voters who are on the early voter list will not receive an August ballot unless they contact Maricopa County Elections and designate which political party ballot they want to vote or they may request a ballot with local races only.

ELECTED OFFICES TO BE FILLED

Number of Positions	Office	Term	Incumbent
1	Mayor	2 years	Jerry Bien-Willner
3	Council Member	4 years	Ellen Andeen Paul Dembow Anna Thomasson

CANDIDATE QUALIFICATIONS

To be qualified to run for office, candidates must meet all of the following requirements:

1. Candidates must be at least 18 years of age.
2. Candidates must be registered voters (and registered in Paradise Valley) at the time of filing their nomination paper.
3. Candidates must have resided in Paradise Valley for one year preceding the Primary Election date.
4. Candidates must be qualified electors, meaning those convicted of a felony may not be candidates unless their civil rights have been restored.
5. Candidates must be able to speak, write, and read the English language.

Note: If you have changed addresses within Paradise Valley, make sure you have re-registered with your new address before filing nomination papers. You may register online at ServiceArizona.com or forms are available at Town Hall.

Notes on Qualifications

Arizona Law prohibits “dual candidacy”. A person cannot run for both mayor and council member in the same election.

The prohibition against an elected official running for another office only applies to an incumbent of a salaried elective office from becoming a candidate for another salaried office. Elected offices in Paradise Valley are unpaid.

Did you know that a person is prohibited from filing for office if he or she owes \$1,000 or more in fines, penalties, late fee, or civil judgments? ([A.R.S. §16-311\(J\)](#))

So, You Decided to Run for Office. Now What?

Step 1: Candidate Statement of Interest

(This is mandatory and must be done first)

Arizona law ([A.R.S. §16-311\(B\)](#)) requires any person desiring to become a candidate for mayor or council to file a [Statement of Interest](#) with the Town Clerk before collecting nomination petitions signatures. Any signatures collected before the Statement of Interest is filed with the Clerk's Office are invalid and subject to challenge.

Link: <https://www.paradisevalleyaz.gov/DocumentCenter/View/9453/Statement-of-Interest>

Step 2: Candidate Committee Registration

A candidate must register as a committee if the candidate meets the requirements of A.R.S. §16-905.

Arizona law requires candidates who receive or expend, *in any combination*, \$500 or more to register as a candidate committee and account for all monies or things of value received and expended by them, their campaign committee or individuals on behalf of a person's candidacy for public office. ([A.R.S. §16-905\(B\)](#)) For example, if a candidate receives \$300 and spends \$200, the candidate must register as a committee and file a [Statement of Organization](#) with the Town Clerk within ten days. ([A.R.S. §16-906](#))

"Ten Day Rule"

If a candidate meets the \$500 threshold after the candidate nomination filing period, the candidate has ten days to file the [Statement of Organization](#). Similarly, any change to committee information, such as a new officer or a new email address, must be reported to the Clerk's Office within ten days.

Setting up a Political Committee

How do I create a committee?

Once a candidate reaches the \$500 threshold, the candidate must file a [Statement of Organization](#) with the Town Clerk. ([A.R.S. §16-905](#)). Note that the [Statement of Organization](#) requires an email address. The committee must agree to receive all official notices from the filing officer via email, including Notice of Failure to File Campaign Finance Reports.

Link: <https://www.paradisevalleyaz.gov/DocumentCenter/View/9454/Statement-of-Organization>

Tips on Registering a Committee	Penalty for Failing to Register
<ul style="list-style-type: none"> • Candidate may be both the chair and treasurer, otherwise the two positions must be filled by different people • The Committee name must include the candidate's name (first or last) • Must provide an email address and agree to receive all official election notices by email • The committee must designate a banking institution 	<p>The penalty can be up to three times the amount received or expended while not registered</p>

Step 3: Running for Office – Petition Signatures

Candidates must collect a minimum of 187 valid signatures. Some, all, or none may be collected electronically.

Nomination Petitions – Minimum of 187 valid signatures are required.

Candidates must collect a minimum of 187 valid petition signatures from “qualified electors” (Paradise Valley residents who are registered voters). Voters in this election may sign a maximum of three different council candidate petitions and one mayoral candidate petition. The number of signatures required to file as an official candidate is based on a formula prescribed by law. At least 5% and not more than 10% of the highest vote cast for an elected official in the preceding election. In the 2020 Election, the highest vote cast for a local official was 3,723. Therefore, the required number of valid petition signatures in the 2022 Election for mayor and council members is no fewer than 187 and not more than 372.

Link: <https://www.paradisevalleyaz.gov/DocumentCenter/View/9452/Nomination-Petition>

Online Petition Signature Collection (Arizona E-Qual System)

Starting with the 2022 election cycle, candidates for local office may use the Secretary of State's E-Qual System to collect petition signatures electronically. The online petition portal allows candidates to create and manage their online nomination petitions. Candidates may choose to collect all signatures electronically, collect a mixture of electronic and paper signatures, or paper signatures only. The benefit to collecting signatures electronically is that all signatures are automatically verified as valid. Because of this, the system limits collection of electronic signatures to the 187-signature threshold.

Step 4: Filing as an Official Candidate

Deadline to file is Monday, April 4, 2022, at 5:00 PM

To become an official candidate and have your name appear on the ballot, the following forms must be filed with the Town Clerk by 5:00 PM on Monday, April 4, 2022:

1. Nonpartisan Nomination Paper Declaration of Qualifications

<https://www.paradisevalleyaz.gov/DocumentCenter/View/9459/Nomination-Paper---Declaration-of-Qualification>

The Nomination Paper declares your official intention to become a candidate for office and must be filed at the same time as your nomination petitions. On this form you will list your name exactly how you want it to appear on the ballot. You may include an abbreviated name, initials, or a nickname so long as there is no direct or implied connection to a professional, fraternal, religious, or military title.

2. Nomination Petitions

<https://www.paradisevalleyaz.gov/DocumentCenter/View/9452/Nomination-Petition>

Nomination petitions are signed by Paradise Valley voters. Voters may sign one petition for mayor and a maximum of three separate candidate petitions for council member.

The Town Clerk's Office does not determine the legal sufficiency of candidate nomination petitions. The Clerk is only required to determine that the nomination petition forms are substantially similar to the statutory requirement and contain at least the minimum number of signatures. It is the duty of the Superior Court to hear challenges to candidate petitions.

3. Financial Disclosure Statement

<https://www.paradisevalleyaz.gov/DocumentCenter/View/9458/Financial-Disclosure-Report>

Candidates for elected office must file a financial disclosure statement with the Town Clerk when filing nomination papers. The statement includes business and financial information about the candidate and candidate's household. Any candidate who knowingly files an incomplete or false financial disclosure statement is guilty of a class 1 misdemeanor.

4. Political Committee Statement of Organization (if applicable and not already filed)

<https://www.paradisevalleyaz.gov/DocumentCenter/View/9454/Statement-of-Organization>

*If you are using the E-Qual system, all paperwork must be filed on the same day as the E-Qual signatures are submitted online.

** Please contact the Clerk's Office to make an appointment to file your nomination paperwork at dmiller@paradisevalleyaz.gov or 480-348-3610.

Campaign Finance

State law requires candidates to account for all money or items of value received or expended by them, their campaign committee, or individuals on behalf of a person's candidacy for public office. There are no statutory limits on the dollar amount a candidate may spend during the campaign. Campaign contributions are, however, limited pursuant to [A.R.S. §16-912](#). ***A copy of [Title 16, Chapter 6](#) is included in this packet. It is important to read it carefully.***

FAQs

When can I start accepting contributions and making expenditures?

A candidate may accept contributions and make expenditures at any time but must keep a detailed accounting of transactions. As soon as the committee exceeds the \$500 threshold, a Statement of Organization must be filed as well as quarterly campaign finance reports.

How much can someone contribute to my campaign?

Individuals can contribute a maximum of \$6,550 for each election cycle.

What is an "Election Cycle"?

There are no statutory limits on the dollar amount a candidate can spend during the election. However, contributions to candidate committees are limited to \$6,550 during each election cycle from an individual or partnership. The "election cycle" is no longer tied to the term of office. It is defined as the period between the General Election reporting periods. In other words, an elected official with a four-year term has two opportunities to collect the maximum amount from individual contributors during a four-year period.

How much of a candidate's own money may be contributed to a committee?

There is no limit on the amount of "personal monies" a candidate can contribute to his or her candidate committee. Personal monies include the following extended family members: spouse, siblings, children, parents, and grandparents.

From whom can I NOT accept contributions?

Candidates and candidate campaign committees cannot accept contributions from any of the following:

- Corporations
- Labor Unions
- Limited Liability Companies
- Non-U.S. Citizens
- An anonymous person or group
- Another candidate campaign committee

What is a contribution?

Contribution means any money, advance, deposit, or other thing of value that is made to a person for the purpose of influencing an election.

Contributions includes: (See [A.R.S. §16-901\(11\)](#))

- A contribution that is made to retire campaign debt from a previous election cycle
- Money or the fair market value of anything that is directly or indirectly provided to an elected officials for the specific purpose of defraying the expense of communications with constituents
- The full purchase price of any item
- A loan that is made to a committee for the purpose of influencing an election to the extent the loan remains outstanding

What is not a contribution? (See [A.R.S. §16-911](#))

An example of a campaign activity that is not considered a contribution is the value of an individual's volunteer services or expenses that are provided without compensation or reimbursement (travel expenses, use of real or personal property, cost of invitations, food or beverages, use of email, internet activity or social media messages, only if the individual's use is not paid for by the individual or any other person and if the emails, social media messages or other internet activities do not contain or include transmittal of a paid advertisement or paid fundraising solicitation.) See [A.R.S. §16-911](#) for a complete list of statutory exceptions.

What is an In-Kind Contribution? (See [A.R.S. §16-901\(32\)](#) and [§16-926](#))

In-kind contributions are nonmonetary benefits, including goods, services or anything else of value that are provided to a candidate committee without charge or at less than the usual and normal charge.

For campaign finance reporting purposes, receipt of an in-kind contribution cannot affect the committee's cash account (must be reported in as contribution and reported out as expenditure –in the same report!).

What is an Expenditure? (See [A.R.S. §16-901\(11\)](#))

Expenditure means any purchase, payment or other thing of value that is made by a person for the purpose of influencing an election.

What is not an Expenditure? (See [A.R.S. §16-921\(B\)](#))

When are campaign finance reports due? [A.R.S. §16-927](#)

Reporting Period	Report Due*
2021 Cumulative Report: Since last report to December 31, 2021	Jan 1, 2022 to Jan 15, 2022
1st Quarter Report: Jan 1, 2022 to Mar 31, 2022	Apr 1, 2022 to Apr 15, 2022
2nd Quarter Report: Apr 1, 2022 to Jun 30, 2022	Jul 1, 2022 to Jul 15, 2022
Pre-Election Report: Jul 1, 2022 to Jul 16, 2022	Jul 17, 2022 to Jul 23, 2022
3rd Quarter Report: Jul 17, 2022 to Sep 30, 2022	Oct 1, 2022 to Oct 15, 2022
Pre-Election Report: Oct 1, 2022 to Oct 22, 2022	Oct 23, 2022 to Oct 29, 2022
4th Quarter Report: Oct 23, 2022 to Dec 31, 2022	Jan 1, 2023 to Jan 15, 2023

*Campaign Finance Reports are filed electronically and must be received by the deadline regardless if the date falls on a Saturday.

Failure to File - [A.R.S. §16-937](#)

A committee that fails to file any of the required campaign finance reports is subject to a penalty of \$10 for each day the report is not filed. After fifteen days, the penalty increases to \$25 a day. Penalties accrue until the late report is filed. If the committee still has not filed the required report after 30 days, the filing officer (Town Clerk) may refer the matter to the Town Attorney for prosecution.

The Town Clerk or the Town Attorney may require a committee to produce any of the records required to be kept pursuant to [A.R.S. §16-907](#).

Campaign Finance Forms Included with the Candidate Packet:

- **Candidate's Campaign Finance Report**
<https://www.paradisevalleyaz.gov/DocumentCenter/View/9461/Campaign-Finance-Report--Fall-2022>
- **Campaign Finance Reports Handbook of Instructions**
<https://www.paradisevalleyaz.gov/DocumentCenter/View/9462/Campaign-Finance-Candidate-Handbook>
- **2022 Campaign Contribution Limits**
https://www.paradisevalleyaz.gov/DocumentCenter/View/9463/2021-2022_Contribution_Limit_Chart_Mar2021
- **Political Committee Termination Statement**
<https://www.paradisevalleyaz.gov/DocumentCenter/View/9455/Termination-Statement>

Please note: Campaign Finance Reports are public records. State law requires that they be posted on the Town's website to allow easy access for the press and public.

Election at the Primary

In order for a candidate to be elected at the Primary (August) Election, he or she must receive a majority of the total votes cast. In this case, a “vote cast” is the same as a “ballot”. In other words, a voter has only *one* vote and *one* ballot even though a voter may exercise a number of choices on a ballot. If there are seven candidates running for three seats, voters may exercise three choices with his or her one vote. The minimum number of votes a candidate for Council must receive to be elected at the Primary is more than half of the total number of valid votes cast. Pursuant to Arizona Law ([A.R.S. §9-821.01](#)), the total number of votes cast is calculated by adding the total number of votes cast for all candidates for an office; dividing that sum by the number of seats to be filled at the election and then dividing the result of that calculation by two and rounding the number to the highest whole number. If more candidates receive a majority than there are offices to be filled, the candidates receiving the highest number of votes equal to the number of seats to be filled shall be declared elected.

Election at the Primary	Run Off Election
<p>In the following example, there are three Council seats up for election and six candidates running for office:</p> <p>Washington 200 Jefferson 190 Adams 190 Lincoln 170 Roosevelt 155 <u>Monroe 140</u> 1,045 <u>÷3</u> 348.33 <u>÷ 2</u> 174.16</p> <p>Pursuant to the Arizona State Statute formula, 175 votes are needed to win at the Primary Election. Washington, Jefferson, and Adams would be declared winners, and no General / Runoff Election would be held.</p>	<p>In the event that not all seats are filled at the Primary Election, a General or Runoff Election will be held in November. Not more than twice the number of candidates for which there are vacancies may be placed on the General Election Ballot.</p> <p>Washington 200 – Elected at Primary Jefferson 190 – Elected at Primary Adams 164 – November Runoff Lincoln 159 – November Runoff Roosevelt 155 <u>Monroe 140</u> 1,008 <u>÷3</u> 336 <u>÷ 2</u> 168</p> <p>In this example, two candidates receive a majority of the votes cast in the Primary they are considered elected. The two candidates receiving the next highest number of votes would compete for the third open seat in the November General or Runoff Election.</p>

CAMPAIGNING – Advertising and Disclosure

[\(A.R.S. §16-925\)](#)

A person* (other than an individual) that makes expenditures for campaign literature or advertisements expressly advocating the election or defeat of any candidate, or that makes any solicitation of contributions to any political committee, must disclose who paid for the literature or advertisement by including the words “**paid for by**” followed by the name of the person making the expenditure, and whether the expenditure was authorized by a candidate and the name of the authorizing candidate, if any. PACs (not a candidate or an individual) must disclose the names of the three people or PACs making the largest aggregate contributions to the committee that exceed \$20,000 during the election cycle. A committee does not have to be registered at the time of the expenditure.

** “Person” is defined as a candidate, nominee, committee, corporation, limited liability company, labor organization, partnership, trust, association, organization, joint venture, cooperative or unincorporated organization or association.*

This disclosure requirement exempts items too small for disclosure, such as bumper stickers, pins, pens, or campaign buttons. New exemptions this year include: social media posts, text messages sent using SMS, ads placed as a paid link on a website if less than 200 characters and the target website has the disclosure, graphic or picture links on websites if too small, and the target website has the disclosure.

Disclosure text must be “clearly readable” on ads mailed, delivered by hand, or sent electronically. On signs and billboards, the disclosure text must be a minimum of 4% of the sign height.

Persons who violate the laws pertaining to campaign literature and advertisements are subject to a civil penalty of up to three times the cost of producing and distributing the literature or advertisement.

Where can I post campaign signs?

Candidates may post signs on private property with the owner’s permission. A detailed description of the [Town’s sign ordinance](#) is included with the candidate information packet. Additionally, [A.R.S. §16-1019](#) allows candidate campaign signs to be placed in the public right-of-way (ROW), unless it creates a hazard to public safety, obstructs clear vision in the area, or interferes with the requirements of the Americans with Disabilities Act. Signs posted in the ROW must display the name and telephone number of the candidate or committee.

EXCEPTION: The Town established a [commercial resort sign free zone](#), as permitted by state law. Political signs may not be posted in the ROW within this zone. A copy of the ordinance is also included in your packet.

Campaign signs may be posted 71 days before the Primary Election (May 23, 2022) and must be removed 15 days after the Primary Election (August 17, 2022) if the candidate wins or does not advance to the General Election. [A.R.S. §16-1019\(H\)](#)



State law requires you to have underground utilities marked before installing campaign signs. Visit www.Arizona811.com to create a blue stake ticket.

It is a Class 2 misdemeanor to remove, alter, deface or cover any candidate's signs beginning 45 days before the Primary Election and ending 15 days after the General Election. [A.R.S. §16-1019\(A\)](#)

EXCEPTION: If a sign is posted on private property, the property owner or agent of the property owner is permitted to remove the signs at any time regardless of whether previous permission was given. [A.R.S. §16-1019\(B\)](#).

Will the Town distribute a *Town Reporter* before the election?

Yes. The Town will publish a *Town Reporter* which will include 2022 Election-related material, among other topics. This issue will be mailed to Town Residents in July. **If you would like to be included in the *Town Reporter*, please submit a high resolution photograph and a statement of no more than 400 words ON OR BEFORE April 4, 2022.** Statements exceeding 400 words will be returned to the candidate for editing. Please note that there is a compressed time period in which to produce and distribute the *Town Reporter* prior to the mailing of election ballots. The candidate's cooperation in submitting a photograph and personal statement by email (dmiller@paradisevalleyaz.gov) on or before April 4, 2022 would be greatly appreciated.

Attachments

1. [Policy on Candidate Statements in the Town Reporter](#)
2. [Town Ordinances Governing Signs](#)
3. [Paradise Valley Sign-Free Zone](#)
4. [Arizona 811](#) – utility blue stake requirement before you install signs in the ground

REQUESTS FOR INFORMATION

To whom do I speak if I have questions or need information about the Town?

Requests for public information are processed through the Town Clerk. Information given to one candidate will be made available to all candidates.

Council meeting packets with all materials the Mayor and Council Members receive prior to meetings are available online at:

<https://paradisevalleyaz.legistar.com/Calendar.aspx>.

How do I obtain voter registration and voter history data?

The Town of Paradise Valley receives a number of election files from the Maricopa County Recorder's Office. Below is a description of records available for purchase:

- **Registered Voter File:** The Recorder's Office provides a file containing the names and addresses of registered voters in Paradise Valley.
- **Early Ballot Requests File (EV-32):** The Early Ballot Requests File contains a list of voters who have requested early ballots and typically covers the one-week period prior to the date of issue.
- **Early Ballot Returns File (EV-33):** This file contains a list of voters who have returned their early ballots and typically covers the previous week's returns. EV-33 files are not cumulative. The names that are in each file are unique to that week's returned early ballot activity.
- **Voted File (VM-55):** This file contains the names and addresses of the Paradise Valley registered voters who cast ballots in that election, or who requested an early ballot but did not vote. Each entry is coded to indicate the manner in which the ballot was cast (e.g., at a polling location, by mail, at an early voting site, etc.).

Fall Election Cycle and Voting Procedure

Candidates for mayor and council in the Primary Election will appear at the bottom of the Maricopa County partisan ballot. Voters not registered with a political party, also known as “Independents,” must specifically request a ballot to vote in the August election. Independent voters who are on the Active Early Voter List (AEVL - previously called PEVL) will be notified by mail prior to the August Primary Election that they must designate which ballot they wish to vote: Republican, Democrat, or local candidates only.

On Election Day, voters may go to any Maricopa County Vote Center to cast a ballot, unless they have already voted an early ballot.

How will voters be notified about requesting a ballot style?

The Maricopa County Elections Department will mail notices to voters on the AEVL 90 days before the election informing them that they will receive a ballot at the address on file with the Elections Department. At 33 days before the election, Independent voters will receive a notice requesting them to designate which ballot style they wish to receive.

What if a voter is going to be out of Town during the summer and wants to vote?

If a voter knows they will be out of Town during the election season he or she may notify the Maricopa County Elections Department where they wish to have the ballot mailed. Visit Maricopa.Vote for more information.

Voting Information

It is not necessary for residents to register to vote separately in Paradise Valley, but eligible voters must be registered with the Maricopa County Recorder’s Office. Residents may register or update existing registration at www.servicearizona.com.

Voter Registration Deadlines

Primary Election, August 2, 2022
Registration Deadline: July 4, 2022

General Election (if necessary), November 8, 2022
Registration Deadline: October 10, 2022

Active Early Voting List (AEVL)

Arizona law permits voters to place their names on an early voting list. Once a voter’s name is added to the list, an early ballot will automatically be mailed to the voter approximately 26 days prior to an election at which he or she is eligible to vote. A voter may visit Maricopa.Vote to register or change early voting preferences.

Voter Assistance

Voting assistance may be requested by contacting Maricopa County Elections, 510 S. Third Avenue, Phoenix, AZ 85003, 602-506-1511, or 602-506-2348 (TDD), before 5:00 PM, Friday, July 29, 2022, for the August 2, 2022 Primary Election, and by Friday, October 28, 2022, for the November 8, 2022 General Election. Verbal or written requests must specify the address of confinement.

ELECTION DAY

Voting at the Polls

Polling places will be open from 6:00 AM to 7:00 PM on Election Day. Any qualified elector who at the moment of closing is in the line of waiting voters shall be allowed to prepare and have his or her ballot deposited by the election board official in the presence of the election board and him/herself [[A.R.S.§16-565\(D\)](#)].

Any registered voter, at the voter's option, may be accompanied by a minor; be accompanied and assisted by a person of the voter's own choice; or be assisted by two election officials, one from each major political party, during any process relating to voting or during the actual process of voting on a paper ballot, machine, or electronic voting system. A person who is a candidate for an office in that election is not eligible to assist any voter [[A.R.S.§16-580\(G\)](#)].

Voter Rights

- A voter may carry anything he or she chooses to bring.
- A voter may wear any type clothing, with any slogan or candidate name.
- A voter may not verbally campaign for the purpose of inducing someone to vote or refrain from voting for a candidate or ballot measure.

What is “electioneering”?

Electioneering occurs when an individual **knowingly and intentionally, by verbal expression** and in order to induce or compel another person to vote in a particular manner or to refrain from voting, expresses support for or opposition to a candidate who appears on the ballot in that election, a ballot question that appears on the ballot in that election, or a political party with one or more candidates who appear on the ballot in that election.

Persons may not electioneer within 75 feet of a polling place.

Election Results

Ballots are tabulated by the Maricopa County Elections Department. Unofficial preliminary results will be available on election night after 8:00 PM at: <http://recorder.maricopa.gov/electionresults/>.

LAST STEP: Termination of Candidate Committees

[A.R.S. §16-933](#); [A.R.S. §16-934](#)

A committee may terminate only when the committee treasurer files a termination statement with the filing officer (Town Clerk) certifying under penalty of perjury that:

1. The committee will no longer receive any contributions or make any disbursements;
2. The committee has either no outstanding debts or obligations, or has outstanding debts or obligations, or both, that are all more than five years old, and that the committee's creditors have agreed to discharge the debts and obligations and have agreed to the termination of the committee;
3. All surplus monies have been disposed of and that the committee has no cash on hand; and
4. All contributions and expenditures have been reported, including any disposal of surplus monies.

A candidate committee may transfer surplus funds, including the committee's debts and obligations, to a subsequent committee for that individual or candidate, as prescribed by [A.R.S. §16-913](#).

A committee shall dispose of surplus monies only as follows:

1. Return surplus monies to the contributor.
2. Contribute surplus monies pursuant to and within the limits prescribed in [A.R.S. §16-911](#) through [§16-918](#).
3. In the case of a candidate committee, contribute surplus monies to a candidate committee for another candidate under the following conditions:
 - (a) The candidate committee makes the contribution after the time period for filing a nomination paper pursuant to [A.R.S. §16-311\(A\)](#).
 - (b) The candidate associated with the candidate committee that makes the contribution did not file a nomination paper to run for election in the current election cycle.
 - (c) In the case of a candidate committee for legislative office, the candidate committee makes the contribution when the legislature is not in regular legislative session.
 - (d) The candidate committee makes the contribution within the limits prescribed for individuals in [A.R.S. §16-912](#).
4. Donate surplus monies to a nonprofit organization that has tax exempt status under section 501(c)(3) of the Internal Revenue Code.

Surplus monies shall not be used for or converted to personal use.

ELECTION CALENDAR

Date/Event	Deadline	Action Required	Authority
ANNUAL REPORT	January 15, 2022	Annual Campaign Finance Report Due.	A.R.S. §16-927
150 DAYS PRIOR TO PRIMARY ELECTION	March 7, 2022	Earliest date to file candidate nominating papers & petitions.	A.R.S. §16-311-B
120 DAYS PRIOR	April 4, 2022	Deadline for filing nominating papers & petitions.	A.R.S. §16-311-B
1 st QUARTER REPORT	April 15, 2022	First Quarter Campaign Finance Report Due.	A.R.S. §16-927
40 DAYS PRIOR	June 23, 2022	Write-in candidate deadline.	A.R.S. §16-312-B
29 DAYS PRIOR	July 4, 2022	Voter registration closes (Primary).	A.R.S. §16-120
27 DAYS PRIOR	July 6, 2022	Early ballots must be ready for distribution (Primary).	A.R.S. §16-542-C
2 nd QUARTER REPORT	July 15, 2022	Second Quarter Campaign Finance Report due.	A.R.S. §16-927
11 DAYS PRIOR	July 22, 2022	Final day to request early ballots by mail (Primary).	A.R.S. §16-542-E
10 DAYS PRIOR	July 23, 2022	Pre-election Campaign Finance Report due.	A.R.S. §16-927
4 DAYS PRIOR	July 29, 2022	Last day to vote early at an offsite location (Primary).	A.R.S. §16-542-E
ELECTION DAY (PRIMARY)	Tuesday, August 2, 2022		
29 DAYS PRIOR TO GENERAL ELECTION	October 10, 2022	Voter registration closes (General).	A.R.S. §16-120
27 DAYS PRIOR	October 12, 2022	Early ballots must be ready for distribution (General).	A.R.S. §16-542-C
3 rd QUARTER REPORT	October 15, 2022	Third Quarter Campaign Finance Report Due.	A.R.S. §16-927
10 DAYS PRIOR	October 29, 2022	Pre-election Campaign Finance Report due.	A.R.S. §16-927
4 DAYS PRIOR	November 4, 2022	Last day to vote early at offsite location (General).	A.R.S. §16-542-E
ELECTION DAY	November 8, 2022		
FIRST REGULAR MEETING IN JANUARY	January 12, 2023	New Council seated.	Town Code §2-1-3
4 th QUARTER / ANNUAL REPORT	January 17, 2023	Annual/Fourth Quarter Campaign Finance Report Due.	A.R.S. §16-927-B