March 12 Filing Day

Important Times

Filing Hours: 9 AM – 5 PM*

* There will be NO filings processed prior to 9 AM and NO filings accepted after 5 PM. It is your responsibility to arrive with your filing documents in order – and with adequate time to fully complete the filing process between 9 AM and 5 PM.

Proper Filing Officer

You are required to file with their **Proper Filing Officer**. On March 12th, the majority of prospective candidates will file with the **County Clerk**** where they are registered to vote.

To avoid delays in your filing process: **BE CERTAIN OF YOUR PROPER FILING OFFICER BEFORE GOING TO FILE.** If you have any questions, please contact the Secretary of State's office or your county clerk's office.

**If a candidate filed with the Secretary of State on the February 6th Filing Day and failed to receive their party's designation, they have the option to file a new declaration of candidacy and additional nominating petitions (to meet the 4% signature threshold).

NOTE: Only candidates who filed with the SOS on February 6th, met all statutory qualifications, and failed to receive party designation are eligible to return to file with the SOS on March 12th.

Major Parties in New Mexico

- Democratic
- Libertarian
- Republican

Offices Filing on March 12th

Major Party Candidates for:

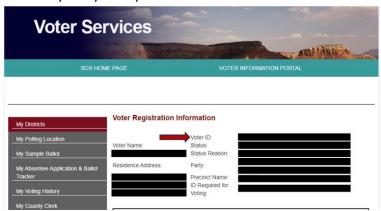
- State Senate
- State Representative
- Public Education Commission
- District Attorney
- District Court Judge
- Metropolitan Court Judge
- Magistrate Court Judge

- County Clerk
- County Treasurer
- County Commissioner
- County Councilor
- County Sheriff
- County Assessor
- Probate Judge
- Candidates that did not receive their party's designation at their pre-primary convention (see note above, under proper filing officer)

Please see the 2024 candidate guide to determine your appropriate filing date and proper filing officer.

General Reminders

- Pre-print any online nominating petition pages: If you used the Secretary of State's online nominating petition portal, please remember to download and print your signature pages BEFORE filing your declaration of candidacy.
 - All nominating petition pages whether they were gathered electronically or via paper forms – will need to be submitted along with your declaration of candidacy at the time of filing. Filing officers will have the ability to print online nominating petition pages on your behalf for a nominal fee.
 - Depending on the number of filers and system limitations, this could dramatically increase the time it takes to complete your filing.
- Have all documents ready: Candidates are responsible for ensuring their filing paperwork is complete and in order. Although services might be available onsite to help look up or address missing or incomplete documents, it's advised that you review your documents and address any errors prior to filing day.
- Know your voter number: Check the "Find My Registration and Election Information" section of www.nmvote.org to find your voter number. Having this available will help staff quickly and accurately add you to your contest.



Be prepared: Review 2024 Primary Election Candidate Information | Maggie Toulouse Oliver - New Mexico Secretary of State (nm.gov) to ensure you have all required forms, know your proper filing day and proper filing officer. If you have any questions about what is required, contact SOS Bureau of Elections at elections@sos.nm.gov or call (505)-827-3600 (Option 2).

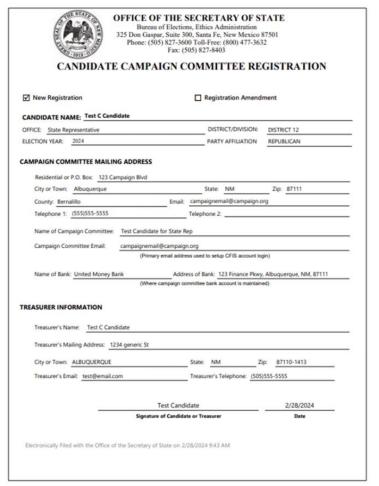
Important Document Reminders:

- Declaration of Candidacy
 - Review your voter record at nmvote.org and compare it to the information on your
 Declaration of Candidacy; the information on your Declaration must be identical to your voter registration, pay special attention to the following areas:
 - o Name
 - Address
 - o Precinct Number
 - o Party of Registration
 - Office Sought

- Changes to registration must have been made on or before January 29, 2024, pursuant to 1-10-6(A) NMSA 1978.
- The contest specified on your Declaration of Candidacy must be specific to the district in which you are running (i.e. State Senate District 12).
- Declaration of Candidacy must be notarized.

Campaign Finance Information

- All candidates who file with their county clerk will have a reporting requirement under the Campaign Reporting Act (CRA) and <u>MUST</u> have an active Candidate Campaign Committee Registration in the <u>Campaign Finance Information System (CFIS)</u>.
 - Best practice: Bring a copy of your "Candidate Campaign Committee Registration" form when you file your declaration of candidacy. This "form" can be downloaded from your CFIS account and helps facilitate a smooth filing process.



o Reminders:

- Candidates are required to file associated reports or statements of no activity; the first Primary report will be due on April 8, 2024.
- Any candidate who fails or refuses to file a report of expenditures and contributions or statement of no activity, or to pay a penalty imposed by the SOS as required by the CRA, shall not have their name printed on the ballot if the violation occurs before and through the final date for the withdrawal of candidates. (1-19-35(F)(1), NMSA 1978)

Financial Disclosure Statements (Legislative Candidates ONLY)

- Legislative candidates are required to have a Financial Disclosure State (FDS) on file. This can be done in the Campaign Finance Information System (CFIS).
- Unless you already have an FDS on file for 2024, you will need to create an account and file the report.
 - Best practice: Bring a copy of your "Financial Disclosure Statement" form when you file your declaration of candidacy. This "form" can be downloaded from your CFIS account and helps facilitate a smooth filing process.



STATE OF NEW MEXICO OFFICE OF THE SECRETARY OF STATE

Bureau of Elections, Ethics Administration 325 Don Gaspar, Suite 300, Santa Fe, New Mexico 87501 Phone: (505) 827-3600 Toll-Free: (800) 477-3632 Fax: (505) 827-8403

2024 Financial Disclosure Report

Please provide all information re		IDUAL - Contact Inform	sation	
Last Name Candidate	First Name Test		Middle Name	
Residence Address 123 Campaign Blvd	Email Address test@email.com			
City Albuquerque	State NM	Zip 87111		
Mailing Address 123 Campaign Blvd				
City Albuquerque	State NM		Zip 87111	
Z. REPORTING INDIVIDUAL – Current Filing Please check the appropriate box and fill in all requested info applicable on today's date		or		
Reporting individual	Office / Board or Commission / Agency Name		Date Assumed Office, Employed, or Appointed	
Candidate	State Representation	re, Bernalillo, DISTRICT	N/A	
	3. REPORTING INDIVI	DUAL - Employer Infon	mation	
	SPOUSE OF REPORTING	NDIVIDUAL - Employer	Information	
	*For the list of dicate all sources of gross inc re, i.e., reporting individual or of income need to be reporte	Income over \$5,000.00 all sources, see page 4. come of more than \$5,00 their spouse or indicate	to during the prior calendar year to each not applicable.	
Income source (*see pg. 4):		Received by (list the name of the reporting individual or spouse):		
		practice, consulting ope	E - Areas of Specialization ration or similar business, please include the	
Describe the major areas of spincome.	ecialization or sources of	Received by (list the name of the reporting individual or spouse):		

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Page 1 of 2

Reminder: Candidates who are required to file an FDS and fail to file (or refuse to file) will not be qualified as a candidate, pursuant to 10-16A-3(F), NMSA 1978.

Affidavit of Designation (if applicable)

- If you will be designating an individual to file on your behalf, they must bring with them an Affidavit of Designation.
- Reminder: The designee will <u>NOT</u> be able to make any changes on behalf of the candidate, as this document requires notarization.

Public Official Address Confidentiality Request

- If you wish to make your address confidential upon filing, please bring this form with you.

- The alternate address supplied on this form will be entered into the system, and should you be qualified, you will remain eligible to have your address designated as confidential until the election.
 - o If you win your election, your address will remain confidential for 2 years.
 - o If you lose your election, your confidential address designation will be removed.
- If you are disqualified, your confidential address designation will be removed.



2024 Primary Election REQUEST FOR ADDRESS CONFIDENTIALITY

I,	, request to	have my home add	dress designated as confidential
within election and financial related records pursu	The second second		Carteria de la Carteria de Car
valid alternate mailing address which will be subje	ect to public rece	ords request.	
My home address to be redacted is:			NM
My nome address to be redacted is: Residence Address		City	, NM
My alternate mailing address to be used in public records is: Residence Address		City	, NM
If I am a candidate running for public office	ce, I understand	that this designation	n is contingent on my election
to the office for which I am running, and should I	fail to be elected	to the office, my	address will no longer be
designated as confidential. I understand that if I re	main qualified,	it is my responsibil	ity to resubmit this form every
two years by February 1st of that calendar year.			
I understand that my home address shall n	ot be publicly d	isclosed or publishe	ed on a government website so
long as I remain qualified for this designation or o	therwise do not	voluntarily withdra	w from this program in writing
by filling out the required form and returning it to	the Secretary of	State. I further und	derstand that limitations on
public disclosure do not extend to judicial proceed	lings.		
I understand that the alternate address I pr	ovide on this for	rm should be used t	for all government mailings in
order to prevent the unwanted disclosure of my ho	me address. I ur	nderstand that if I e	hoose to publish my home
address in any other publicly available locations at	fter signing this	form, its disclosure	is not the responsibility of the
Office of the Secretary of State, nor will the Secre	tary of State be	responsible for rect	ifying the disclosure.
	Signature of Declara	and .	
	Email Address		Phone Number
State of:			
County of:			
Signed and sworn to (or affirmed) before me or	n the		, 2024, by
	-		
		Signature of notarial	officer
		Title	

Rev. 2023 (NMSA 1978, § 1-1-27.1; NMAC 1.10.37)