



Angela Myers
Larimer County Clerk & Recorder
200 West Oak Street Suite 5100
Fort Collins, Colorado 80521
elections@larimer.org
(970)498-7820

2020 Larimer County Candidate Qualifications

General Requirements for County Elected Offices and Access to the Ballot

The Larimer County Clerk and Recorder has prepared this summary to outline Larimer County candidate qualifications and access to the ballot.

This document provides a general overview of candidate qualifications and should be used as a reference guide only.

Always refer to the Colorado Constitution and Colorado Revised Statutes (C.R.S.) for applicable laws.

Information for State and Federal Candidate Requirements may be found on the Colorado Secretary of State website at www.sos.state.co.us/pubs/elections/Candidates/CandidateHome.html or by phone at 303/894-2200.

Information for Campaign Finance for Candidates may be found on the Colorado Secretary of State website at www.sos.state.co.us/pubs/elections/CampaignFinance/home.html or by phone at 303/894-2200 x 6383.

General Requirements

No person is eligible for designation by assembly as a candidate for nomination at any primary election unless the person was affiliated with the political party holding the assembly, as shown in the statewide voter registration system, no later than the 1st business day of the January immediately preceding the primary election, unless otherwise provided by party rules. [C.R.S. 1-4-601(4)(a)]

County Commissioner

Term of Office	Residency Requirements	Qualification Requirements	Education Requirements	Additional Information
<p>4 years</p> <p>[Colorado Constitution Article XIV, Section 6; C.R.S. 1-4-205(1)(a)]</p>	<ul style="list-style-type: none"> Registered elector. Resident of the district for at least 1 year prior to the election. <p>[Colorado Constitution Article XIV, Section 10; C.R.S. 1-4-205(1)(b)]</p>	<ul style="list-style-type: none"> U.S. citizen. An eligible elector who is at least 18 years of age and fully meets the qualifications of the office as stated in the constitution and statutes, of the state, on or before the date the term of office begins. <p>[Colorado Constitution Article XIV, Section 10; C.R.S. 1-4-501(1); C.R.S. 1-2-101(1)(a)]</p>	None	<p>Larimer County has 3 commissioners.</p> <ul style="list-style-type: none"> 1 commissioner is elected at the General Election beginning in 1982 and every 4 years thereafter. 2 commissioners are elected at the General Election beginning in 1984 and every 4 years thereafter. County Commissioners District #2 & 3 will be elected at the 2020 General Election. Shall take office on the 2nd Tuesday in January next following their election. <p>[C.R.S. 1-4-205(2)]</p>

County Clerk & Recorder

Term of Office	Residency Requirements	Qualification Requirements	Education Requirements	Additional Information
<p>4 years</p> <p>[Colorado Constitution Article XIV, Section 8; C.R.S. 1-4-206; C.R.S. 30-10-401(1)]</p>	<ul style="list-style-type: none"> Registered elector. Resident of the county for at least 1 year prior to the election. <p>[Colorado Constitution Article XIV, Section 10]</p>	<ul style="list-style-type: none"> U.S. citizen. An eligible elector who is at least 18 years of age and fully meets the qualifications of the office as stated in the constitution and statutes, of the state, on or before the date the term of office begins. <p>[Colorado Constitution Article XIV, Section 10; C.R.S. 1-4-501(1); C.R.S. 1-2-101(1)(a)]</p>	None	<ul style="list-style-type: none"> Shall take office on the 2nd Tuesday in January next following their election. <p>[Colorado Constitution Article XIV, Section 8]</p>

County Treasurer

Term of Office	Residency Requirements	Qualification Requirements	Education Requirements	Additional Information
<p>4 years</p> <p>[Colorado Constitution Article XIV, Section 8; C.R.S. 1-4-206; C.R.S. 30-10-701(1)]</p>	<ul style="list-style-type: none"> Registered elector. Resident of the county for at least 1 year prior to the election. <p>[Colorado Constitution Article XIV, Section 10]</p>	<ul style="list-style-type: none"> U.S. citizen. An eligible elector who is at least 18 years of age and fully meets the qualifications of the office as stated in the constitution and statutes, of the state, on or before the date the term of office begins. <p>[Colorado Constitution Article XIV, Section 10; C.R.S. 1-4-501(1); C.R.S. 1-2-101(1)(a)]</p>	None	<ul style="list-style-type: none"> The regular term of office of all county treasurers shall commence on the 1st day of January next after their election. <p>[C.R.S. 30-10-702]</p>

County Assessor

Term of Office	Residency Requirements	Qualification Requirements	Education Requirements	Additional Information
<p>4 years</p> <p>[Colorado Constitution Article XIV, Section 8; C.R.S. 1-4-206; C.R.S. 30-10-801(1)]</p>	<ul style="list-style-type: none"> Registered elector. Resident of the county for at least 1 year prior to the election. <p>[Colorado Constitution Article XIV, Section 10]</p>	<ul style="list-style-type: none"> U.S. citizen. An eligible elector who is at least 18 years of age and fully meets the qualifications of the office as stated in the constitution and statutes, of the state, on or before the date the term of office begins. <p>[Colorado Constitution Article XIV, Section 10; C.R.S. 1-4-501(1); C.R.S. 1-2-101(1)(a)]</p>	None	<ul style="list-style-type: none"> Shall take office on the 2nd Tuesday in January next following their election. <p>[Colorado Constitution Article XIV, Section 8]</p>

County Surveyor

Term of Office	Residency Requirements	Qualification Requirements	Education Requirements	Additional Information
<p>4 years</p> <p>[Colorado Constitution Article XIV, Section 8; C.R.S. 1-4-206; C.R.S. 30-10-901(1)]</p>	<ul style="list-style-type: none"> Registered elector. Resident of the county for at least 1 year prior to the election. <p>[Colorado Constitution Article XIV, Section 10]</p>	<ul style="list-style-type: none"> U.S. citizen. An eligible elector who is at least 18 years of age and fully meets the qualifications of the office as stated in the constitution and statutes, of the state, on or before the date the term of office begins. <p>[Colorado Constitution Article XIV, Section 10; C.R.S. 1-4-501(1); C.R.S. 1-2-101(1)(a)]</p>	Professional land surveyor. [C.R.S. 30-10-901(1)]	<ul style="list-style-type: none"> Shall take office on the 2nd Tuesday in January next following their election. <p>[Colorado Constitution Article XIV, Section 8]</p>

County Sheriff

Term of Office	Residency Requirements	Qualification Requirements	Education Requirements	Additional Information
<p>4 years</p> <p>[Colorado Constitution Article XIV, Section 8; C.R.S. 1-4-206; C.R.S. 30-10-501(1)]</p>	<ul style="list-style-type: none"> Registered elector. Resident of the county for at least 1 year prior to the election. <p>[Colorado Constitution Article XIV, Section 10]</p>	<ul style="list-style-type: none"> U.S. citizen. An eligible elector who is at least 18 years of age and fully meets the qualifications of the office as stated in the constitution and statutes, of the state, on or before the date the term of office begins. <p>[Colorado Constitution Article XIV, Section 10; C.R.S. 1-4-501 (1); C.R.S. 1-2-101(1)(a); C.R.S. 30-10-501.5(1)(a)]</p>	<p>Possess a high school diploma or its equivalent or a college degree.</p> <p>[C.R.S. 30-10-501.5(b)]</p>	<ul style="list-style-type: none"> Complete set of fingerprints taken by a qualified law enforcement agency and submit a receipt evidencing the fingerprinting at the time of filing his or her written acceptance or affidavit of intent. A person who has been convicted of or pleaded guilty or entered a plea of nolo contendere to any felony charge under federal or state law is unqualified for the office of sheriff unless pardoned. Shall take office on the 2nd Tuesday in January next following their election. <p>[Colorado Constitution Article XIV, Section 8; C.R.S. 30-10-501.5(1)(c)]</p>

County Coroner

Term of Office	Residency Requirements	Qualification Requirements	Education Requirements	Additional Information
<p>4 years</p> <p>[Colorado Constitution Article XIV, Section 8; C.R.S. 1-4-206; C.R.S. 30-10-601(1)(b)]</p>	<ul style="list-style-type: none"> Registered elector. Resident of the county for at least 1 year prior to the election. <p>[Colorado Constitution Article XIV, Section 10]</p>	<ul style="list-style-type: none"> U.S. citizen. An eligible elector who is at least 18 years of age and fully meets the qualifications of the office as stated in the constitution and statutes, of the state, on or before the date the term of office begins. <p>[Colorado Constitution Article XIV, Section 10; C.R.S. 1-4-501(1); C.R.S. 1-2-101(1)(a); C.R.S. 30-10-601.5(1)(a)]</p>	<p>Possess a high school diploma or its equivalent or a college degree.</p> <p>[C.R.S. 30-10-601.5(1)(b)]</p>	<ul style="list-style-type: none"> Complete set of fingerprints taken by a qualified law enforcement agency and submit proof of such fingerprinting when filing a written acceptance. A person who has been convicted of or pleaded guilty or entered a plea of nolo contendere to any felony charge under federal or state law is unqualified for the office of coroner unless pardoned. Shall take office on the 2nd Tuesday in January next following their election. <p>[Colorado Constitution Article XIV, Section 8; C.R.S. 30-10-601.5(2)(a); C.R.S. 30-10-601.5(3)(b)]</p>

Access to Ballot

All candidates for nominations to be made at any primary election shall be placed on the primary election ballot either by certificate of designation by assembly or by petition. [C.R.S. 1-4-102]

Certificate of Designation by Party Assembly

- ❖ Assembly of major political parties shall be held no later than 73 days preceding the primary election. [C.R.S. 1-4-601(1)]
- ❖ A candidate must receive 30% or more of the votes of the assembly to be certified as a candidate for office. [C.R.S. 1-4-601(2)]
- ❖ If no candidate receives 30% or more of the votes cast, a 2nd ballot shall be cast on all candidates for that office by the assembly. If on 2nd ballot no candidate receives 30% or more of the votes cast, the 2 candidates receiving the highest number of votes must be certified as candidates for that office by the assembly. [C.R.S. 1-4-601(2)]
- ❖ No person is eligible for designation by assembly as a candidate for nomination at any primary election unless the person has been affiliated with the political party no later than the 1st business day of the January immediately preceding the primary election, unless otherwise provided by party rules. [C.R.S. 1-4-601(4)(a)]
- ❖ No later than 4 days after the adjournment of the assembly, each candidate designated by assembly shall file a written acceptance with the officer with whom the certificate of designation is filed. If faxed, original must be filed and postmarked no later than 10 days after adjournment. [C.R.S. 1-4-604(3)(a)]

Petitions for Major Party Candidates

Petition Requirements

- ❖ Name and address of candidate. [C.R.S. 1-4-801(1)]
- ❖ Name of office for which the person is a candidate. [C.R.S. 1-4-801(1)]
- ❖ Name of the political party that the candidate represents in no more than three (3) words. [C.R.S. 1-4-801(1)]

Format Requirements

- ❖ Prior to circulating a candidate petition, the petition format must be approved by the Larimer County Clerk and Recorder. [C.R.S. 1-4-903] [C.R.S. 1-4-907]
- ❖ The Clerk must approve or disapprove of the petition format by the close of the 2nd business day following the submission of the proposed petition. [C.R.S. 1-4-903]
- ❖ ***For sample petition formats, please contact the Larimer County Election's office.***

Signature Requirements

- ❖ Requires the lesser of one thousand signers or signers equal in number to ten (10%) percent of the votes cast in the political subdivision at the contested or uncontested primary election for the political party's candidate for the office for which the petition is being circulated or, if there was no primary election, at the last preceding general election for which there was a candidate for the office. [C.R.S. 1-4-801(2)(a)]
- ❖ Must be signed by eligible electors within the county commissioner district or political subdivision for which the officer is to be elected. [C.R.S. 1-4-801(2)(a)]
- ❖ Signers must be affiliated with the major political party named in the petition for at least 29 days prior to signing the petition. [C.R.S. 1-4-904(2)(a)]
- ❖ Signers must not have signed any other petition for any other candidate for the same office. [C.R.S. 1-4-904(2)(a)]

SIGNATURES REQUIRED FOR OFFICES FOR 2020 PRIMARY [C.R.S. 1-4-801(2)(a)]

Offices Up for Re-Elections	Party	Past Results		Number of Signatures Required
		Election	Total Party Votes Cast	
Commissioner - District 2	Republican	2016 Primary	19,260	Lesser of 1,000 or 10% = 1,926
Commissioner - District 2	Democratic	2016 Primary	13,240	Lesser of 1,000 or 10% = 1,324
Commissioner - District 3	Republican	2016 Primary	18,897	Lesser of 1,000 or 10% = 1,889
Commissioner - District 3	Democratic	2016 Primary	13,533	Lesser of 1,000 or 10% = 1,353

Additional Information

- ❖ No person shall be placed in nomination by petition on behalf of any political party unless the person was affiliated with the political party no later than the 1st business day of the January immediately preceding the election for which the person desires to be placed in nomination. [C.R.S. 1-4-801(3)]
- ❖ No person who attempted and failed to receive at least 10% of the votes for the nomination of a political party assembly for a particular office shall be placed in nomination by petition on behalf of the political party for the same office. [C.R.S. 1-4-801(4)]
- ❖ Party petitions must not be circulated, nor any signatures be obtained prior to the 3rd Tuesday in January. [C.R.S. 1-4-801(5)]
- ❖ Petitions must be filed no later than the 3rd Tuesday in March. [C.R.S. 1-4-801(5)]
- ❖ Candidates by petition for any particular office shall follow assembly candidates and shall be placed on the primary election ballot in an order established by lot. [C.R.S. 1-4-103]
- ❖ Petitions for county offices are filed with the County Clerk and Recorder. [C.R.S. 1-4-907]

Petitions for Minor Party or Unaffiliated Candidates

Petition Requirements

- ❖ Name and address of candidate. [C.R.S. 1-4-802(1)(a)]
- ❖ Name of the minor political party or designate in not more than 3 words the political or other name selected by the signers to identify an unaffiliated candidate. [C.R.S. 1-4-802(1)(a)]
- ❖ No name of any political party shall be used, in whole or in part, to identify an unaffiliated candidate. [C.R.S. 1-4-802(1)(a)]

Format Requirements

- ❖ Prior to circulating a candidate petition, the petition format must be approved by the Larimer County Clerk and Recorder. [C.R.S. 1-4-903] [C.R.S. 1-4-907]
- ❖ The Clerk must approve or disapprove of the petition format by the close of the 2nd business day following the submission of the proposed petition. [C.R.S. 1-4-903]
- ❖ The Secretary of State's office has sample petition formats for review on their website at: <http://www.sos.state.co.us/pubs/elections/Candidates/CandidateHome.html>

Signature Requirements

- ❖ Must be signed by eligible electors residing within the district or political subdivision in which the officer is to be elected. [C.R.S. 1-4-802(1)(c)]
- ❖ Number of required signatures: The lesser of 1,000 or 2% of the votes cast for all candidates for that office in the most recent general election for any county office. [C.R.S. 1-4-802(1)(c)(VII)]
- ❖ Signers may be any eligible elector who has not signed any other petition for any other candidate for the same office. [C.R.S. 1-4-904(2)(b)]

SIGNATURES NEEDED FOR OFFICES FOR 2020 GENERAL ELECTION [C.R.S. 1-4-802(1)(c) & C.R.S. 1-4-802(1)(c)(VII)]

Offices Up for Re-Election	Past Results		Number Signatures Required
	Election	Total Votes Cast	
Commissioner - District 2	2016 General Election	181,553	Lesser of 1,000 or 2%=3,631
Commissioner – District 3	2016 General Election	179,838	Lesser of 1,000 or 2%=3,596

Additional Information - Minor Political Party Candidates

- ❖ Minor Political Party Candidates may go on the General ballot by assembly or petition. [C.R.S. 1-4-1304(1), [C.R.S. 1-4-1304(1.5)(a)] & [C.R.S. 1-4-1304(1.5)(b)]
- ❖ Minor Political Party Candidates shall be nominated at a Primary Election if:
 - An assembly designates more than one candidate for an office.
 - An assembly designates one or more candidates and one or more candidates qualify by petition. [C.R.S. 1-4-1304(c)]
- ❖ If only one candidate is designated by the assembly or petition they will be that party's candidate in the General election. [C.R.S. 1-4-1304(1.5)(d)]
- ❖ No petition to nominate a minor political party candidate shall be circulated nor any signatures obtained thereon earlier than the 1st Monday in February in the general election year. [C.R.S. 1-4-802(1)(d)(II)]
- ❖ Petitions to nominate candidates of minor political parties shall be filed no later than 85 days before the primary election. [C.R.S. 1-4-802(1)(f)(II)]
- ❖ Petitions for county offices are filed with the County Clerk & Recorder. [C.R.S. 1-4-907]
- ❖ No person shall be placed in nomination by petition unless the person is an eligible elector of the political subdivision or district in which the officer is to be elected and was registered as affiliated with a minor political party or unaffiliated no later than the 1st business day of the January immediately preceding the general election for which the person desires to be placed in nomination. [C.R.S. 1-4-802(g)(II)]

Additional Information - Unaffiliated Candidates

- ❖ No petition to nominate an unaffiliated candidate shall be circulated or any signatures obtained thereon earlier than 173 days before the general election. [C.R.S. 1-4-802(1)(d)(I)]
- ❖ Petitions (for unaffiliated candidates) shall be filed no later than 3:00 p.m. on the 117th day before the general election. [C.R.S. 1-4-802(1)(f)(1)]
- ❖ Petitions for county offices are filed with the County Clerk & Recorder. [C.R.S. 1-4-907]
- ❖ No person shall be placed in nomination by petition unless the person is an eligible elector of the political subdivision or district in which the officer is to be elected and was registered as affiliated with a minor political party or unaffiliated no later than the 1st business day of the January immediately preceding the general election for which the person desires to be placed in nomination. [C.R.S. 1-4-802(g)(II)]

Write-In Candidates

- ❖ Affidavit of intent shall be filed stating candidate desires the office and is qualified to assume duties, if elected. [C.R.S. 1-4-1101(1)]
- ❖ Affidavit of intent shall be filed with County Clerk and Recorder if it is for a county office. [C.R.S. 1-4-1101(1)]
- ❖ Affidavit of intent shall be filed by the close of business on the 67th day before a primary election and by the close of business on the 110th day before any other election. [C.R.S. 1-4-1102(1)]