

# GENERAL INFORMATION BIENNIAL CITY ELECTION

**Date of election:** Tuesday, June 11, 2024

(Polling Hours: 7:00 a.m. to 7:00 p.m.) (Held in conjunction with County primary election)

A city election candidate may begin collecting signatures on a nominating petition **January 1, 2024**. (NDCC 40-21-07)

**Filing deadline:** April 8, 2024 - 4:00 p.m.

Petitions are filed with the Grand Forks City Auditor's Office/Finance Department, 255 N 4<sup>th</sup> Street, Grand Forks, ND 58203.

A complete filing must include:

- 1) Petition/Certificate of nomination (SFN 2704)
- 2) Statement of Interests (SFN 10172)

**Drawing by candidates for placement on ballot\*:** April 10 at 12:00 noon

**Location:** Griggs Room, 1<sup>st</sup> Floor, City Hall, 255 N 4<sup>th</sup> Street

## **NUMBER OF SIGNATURES REQUIRED ON PETITION:**

(Not less than 10% of votes cast for that position in last city-wide election and in no case shall more than 300 signatures be required)(NDCC 40-21-07)

**Council Members:** (4-year term)

Ward 1 -----	51 signatures
Ward 3 -----	93 signatures
Ward 5 -----	200 signatures
Ward 7 -----	143 signatures

**Mayor** (4-year term) : **300 signatures**


**Park Commissioner, 2 seats** (at large, 4-year term): **300 signatures**

The candidate's name as it appears on the petition is how it will appear on the ballot.

\*Arrangement of names of candidates upon ballot shall be determined by the city auditor by conducting a drawing immediately after the candidate filing deadline. The city auditor shall set the date, time and location for conducting the drawing and shall give advance notice of the drawing to the candidates involved. (NDCC 40-21-08)

**Information on filing Campaign Finance Disclosure Reports will be distributed separately to candidates along with filing deadlines.**

**Dated: 12/18/2023**



**SECRETARY OF STATE**  
**Michael Howe**  
 State of North Dakota  
 600 E Boulevard Ave Dept 108  
 Bismarck ND 58505-0500  
**ELECTIONS UNIT**  
 Telephone: (701) 328-4146  
 Fax: (701) 328-3413  
 soselect@nd.gov  
 Vote.ND.Gov



## Running for City Office

Mayor      Councilman      Commissioner

### Qualifications and Terms of Office

**All City Officers:** A person shall be eligible to hold an elective city office if that person is a qualified voter of the city and has been a resident of the city for at least 9 months preceding the election. A person shall be eligible to hold an appointive city office if he or she is a citizen of the United States. (NDCC § 40-13-01).

**Mayor:** The mayor must be a qualified voter within the city (NDCC § 40-08-14).

The 4-year term of office for mayor lasts until a successor is duly elected and qualified.

**Councilman:** A person is eligible to the office of council member if the person:

- Is a qualified voter and resident within the ward for which the person was elected except in cities where council members are elected at large and not required to be a resident of the ward for which the person is elected pursuant to NDCC § 40-08-04.2, yet they must be a qualified voter within the city

The 4-year term of office for a councilman lasts until a successor is duly elected and qualified.

**Commissioners:** The 4-year term of office for a commissioner lasts until a successor is duly elected and qualified.

The 4-year term begins on the first of July of the year in which the member was elected.

### Running in the Regularly Scheduled City Election

Candidates for city offices may file Petitions/Certificates of Nomination with the City Auditor containing the signatures of qualified electors equal to not less than 10% of the number of qualified voters who voted for that office in the last city election. However, not more than 300 signatures are required. If multiple candidates were elected to the office at the preceding city election at which the office was voted upon, the number of signatures must equal at least 10% of the total votes cast for all candidates divided by the number of candidates that were to be elected to that office at that election.

Nominating petitions may be signed by qualified voters who reside within a ward if elected by wards. Nominating petitions may be signed by qualified voters who reside within the corporate city limits if elected at large. In cities operating under the commission system of government the required petition

may be signed by the qualified voters at large residing within the city (NDCC § 40-21-07).

### A Complete Filing Must Include:

1. A **Petition/Certificate of Nomination (SFN 2704)** containing the required number of signatures of qualified electors; and
2. A **Statement of Interests (SFN 10172)**

### Circulating and Signing a Petition/Certificate of Nomination

A Petition/Certificate of Nomination may not be circulated or signed prior to **January 1, 2024**.

### When and Where to File

Candidates may not file earlier than January 2, 2024, nor later than 4:00 p.m. on the 64<sup>th</sup> day before the June 11, 2024 regularly scheduled city election.

The filing deadline with the **city auditor is 4:00 p.m. on April 8, 2024**. Filings must be in the physical possession of the city auditor's office by the filing deadline.

If a city election is not held in conjunction with a county election, the filing deadline with the **city auditor** is 4:00 p.m. on the 64<sup>th</sup> day before the scheduled city election.

### Running as a Write-In Candidate in the Regularly Scheduled City Election

A write-in candidate for city office at the June 11, 2024, regularly scheduled city election is not required to file a certificate of write-in candidacy (NDCC Ch. 16.1-12-02.2).

### Campaign Finance and Disclosure

Candidates for city office in cities with a population greater than 5,000 must file financial disclosure statements pursuant to subsections 5 and 6 of NDCC §16.1-08.1-.02.3.

Candidates for city office in cities with a population equal to or less than 5,000 are not subject financial disclosure requirements.

### Forms

The state forms (SFNs) listed above are available from the Secretary of State's and city auditors' offices and may also be accessed from the Secretary of State's [web site](#).

Secretary of State  
 State of North Dakota  
 600 E Boulevard Ave Dept 108  
 Bismarck ND 58505-0500  
 Phone (701) 328-4146  
 Toll Free 800-352-0867  
 Fax (701) 328-3413  
 Web Site Vote.ND.Gov



# PETITION/CERTIFICATE OF NOMINATION

SECRETARY OF STATE

SFN 02704 (10-2023)

Secretary of State State of North Dakota 600 E Boulevard Ave Dept 108 Bismarck ND 58505-0500 Telephone: (701) 328-4146 Toll-Free: (800) 352-0867, option 6 Fax: (701) 328-3413 Email: <a href="mailto:soselect@nd.gov">soselect@nd.gov</a> Website: <a href="http://Vote.ND.Gov">Vote.ND.Gov</a>
--

SEE BOTTOM OF PAGE FOR INSTRUCTIONS. PLEASE PRINT.

Nominating provisions are found in North Dakota Century Code, Sections 16.1-11-06, 16.1-11-15, 16.1-11-16, 16.1-12-02.3, and 40-21-07.

## CERTIFICATE OF NOMINATION

Area affected by petition

Candidate first name	Candidate last name	Candidate telephone number	
----------------------	---------------------	----------------------------	--

Candidate mailing address	City	State	ZIP code
---------------------------	------	-------	----------

Candidate non-government email address (required)

Office candidate is seeking	Term <input type="checkbox"/> Full <input type="checkbox"/> Unexpired
-----------------------------	--

District number (if applicable)	District name (if applicable)	Judgeship number (if applicable)
---------------------------------	-------------------------------	----------------------------------

Political party affiliation of candidate\*

Republican  Democratic-NPL  Libertarian  Other: \_\_\_\_\_  independent candidate  No-Party

\*The No-Party designation must be used for all county, judicial, multi-district, and city offices, and the office of Superintendent of Public Instruction. All other candidates must designate a political party or independent.

Election (select Primary if the office will appear on both the Primary and General Election ballot) <input type="checkbox"/> City <input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Special	Date of election
---	------------------

If the petition is for the office of governor, complete the following information:

Name of lieutenant governor candidate			
Address (street address or rural route)	City	State	ZIP code

### INSTRUCTIONS FOR PETITION/CERTIFICATE OF NOMINATION

**WHEN TO CIRCULATE:** Candidates may not begin circulating the Petition/Certificate of Nomination prior to January 1 preceding the election.

**HOW TO CIRCULATE:** Each individual Petition/Certificate of Nomination must be circulated with the completed information shown above and must be made available to each signer at the time of signing.

Only qualified electors of the affected area, as the case may be, may sign nominating petitions. In addition to signing the person's name, petition signers shall include: the date of signing; their complete residential address, rural route, or general delivery; and either the name of the North Dakota city or its corresponding ZIP code.

Incomplete signatures or accompanying information of petition signers that do not meet the requirements of Section 16.1-11-16 invalidate such signatures. The use of ditto marks to indicate that the information contained on the previous signature line carries over does not invalidate a signature. Signatures that are not accompanied by a complete date are not invalid if the signatures are preceded and followed by a signature that is accompanied by a complete and valid date.

**WHO FILES:** The Petition/Certificate of Nomination must be filed by all candidates petitioning to have their names placed on the ballot for federal, statewide, judicial district, legislative, county, multi-district, and city offices in North Dakota.

**WHEN TO FILE:** The Petition/Certificate of Nomination must be filed before 4 p.m. of the 64th day, prior to any election. If the Petition/Certificate of Nomination is mailed, it must be in the physical possession of the appropriate filing officer before 4 p.m. of the 64th day prior to the election.

Federal, statewide, judicial district, legislative, county, and multi-district candidates, must accompany this form with an Affidavit of Candidacy SFN 2703 and Statement of Interests SFN 10172.

**WHERE TO FILE:**

**FEDERAL, STATEWIDE, JUDICIAL, AND LEGISLATIVE DISTRICT CANDIDATES:**

If this form was completed using the Online Candidate Forms Completion and Filing System for Ballot Access, either upload the form into the Online Candidate Forms Completion and Filing System for Ballot Access or file it with the Secretary of State by mail, hand delivery, email, or fax.

If this form was handwritten or typed, file with the Secretary of State by mail, hand delivery, email, or fax.

**COUNTY AND MULTI-DISTRICT CANDIDATES** - File with the County Auditor in their county of residence.

**CITY CANDIDATES** - File with the City Auditor

**ASSISTANCE:** Questions regarding the Petition/Certificate of Nomination may be directed to the Elections Unit of the Secretary of State's office at (701) 328-4146 or (800) 352-0867 or the appropriate filing officer.

**NOMINATING PETITION**

The Petition/Certificate of Nomination may be photocopied to accommodate additional signatures.

Number	Date (mm/dd/yyyy)	Printed Name of Voter	Voter's Signature	Complete Residential, Rural Route, or General Delivery Address (PO BOX IS NOT ACCEPTABLE)			
				Street/Rural Route	City	State	ZIP Code
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							



# STATEMENT OF INTERESTS

SECRETARY OF STATE  
SFN 10172 (12-2023)

Secretary of State  
State of North Dakota  
600 E Boulevard Ave Dept 108  
Bismarck ND 58505-0500  
Telephone: (701) 328-4146  
Toll-Free: (800) 352-0867, option 6  
Fax: (701) 328-3413  
Email: [soselect@nd.gov](mailto:soselect@nd.gov)  
Website: [Vote.ND.Gov](http://Vote.ND.Gov)

References to the Statement of Interests are found in North Dakota Century Code, Chapter 16.1-09.

## FILING REQUIREMENTS FOR STATEMENT OF INTERESTS

1. Every candidate for elective office shall file a Statement of Interests with the appropriate filing officer with whom the candidate filed his/her Certificate of Endorsement (SFN 17196) or Petition/Certificate of Nomination (SFN 02704).
  - a. Candidates for President and Vice President of the United States shall file with the Secretary of State either a Statement of Interests as required by Chapter 16.1-09 of the North Dakota Century Code or a copy of the personal disclosure statement required by the Federal Election Commission.
  - b. Candidates for US Senate and US House of Representatives shall with the Secretary of State or a copy of the personal disclosure statement required by the Federal Election Commission.
  - c. Candidates for statewide, legislative, or judicial office shall file with the Secretary of State.
  - d. Candidates for Garrison Conservancy, Soil Conservation, or county offices shall file with the County Auditor in their county of residency.
  - e. Candidates for city offices shall file with the City Auditor.
  - f. Candidates for school district offices shall file with the School Business Manager of the school district.

The Statement of Interest must be filed at the same time a Petition/Certificate of Nomination or Certificate of Endorsement is filed.

Candidates filing a Statement of Interests for the primary election need not re-file for the general election.

2. Every person appointed by the Governor to a state agency, board, bureau, commission, department, or occupation or professional licensing board must file a Statement of Interests with the Secretary of State no later than the announcement of the appointment.
3. When to File: Every candidate for elective office must file a Statement of Interests with the appropriate filing officer at the same time as filing his/her Certificate of Endorsement (SFN 17196) or Petition/Certificate of Nomination (SFN 02704) and Affidavit of Candidacy (SFN 02703). Appointees of the Governor shall file a Statement of Interests no later than the announcement of the appointment.

**SPECIAL NOTES:** Items B, C, and D of this form have limited space for listing items. If you need more space, attach additional sheets in the same format and clearly identify which of the three items (B, C, or D) the additional sheet continues. Attach the additional sheets to this form. Use an "X" to indicate the "interest" relationship for (a) yourself or (b) your spouse. You are not required to list dollar amounts or the nature of the work performed in Items B, C, or D.

**ASSISTANCE:** Questions regarding the Statement of Interests may be directed to the Elections Unit of the Secretary of State's office at (701) 328-4146 or (800) 352-0867 (option 6), or the appropriate filing officer.

Name of candidate or appointee		Telephone number	
Spouse's name		Non-Government Email address (required)	
Address		City	State      ZIP code
Office which candidate is seeking (include district number, if applicable)	<b>OR</b>		
	Position to which appointed		



**ITEM C** - List the associations or institutions with which you and/or your spouse are closely associated, or serve as a director or officer of, AND which may be affected by legislative action (for legislative candidates) or action of the officeholder of the office to which you are a candidate or appointee.

1. List organizations and associations and note the capacity of your and/or your spouse's relationship such as "member," "board of directors," "consultant," etc.
2. Place an "X" to indicate the interested party.

ASSOCIATION OR INSTITUTION	CAPACITY	SELF	SPOUSE

**ITEM D** - Identify by name any **business office, business directorship, and fiduciary relationship** that you and/or your spouse have held in the preceding calendar year.

1. Fiduciary means acting as a guardian, trustee, executor, administrator, or conservator for any person, whether individual or corporate. Specify the capacity of the relationship of you and/or your spouse for any of the listed businesses, trusts and/or fiduciary relationships, such as "director," "executor," "trustee," etc.
2. Place an "X" to indicate the interested party.

ASSOCIATION OR INSTITUTION	CAPACITY	SELF	SPOUSE

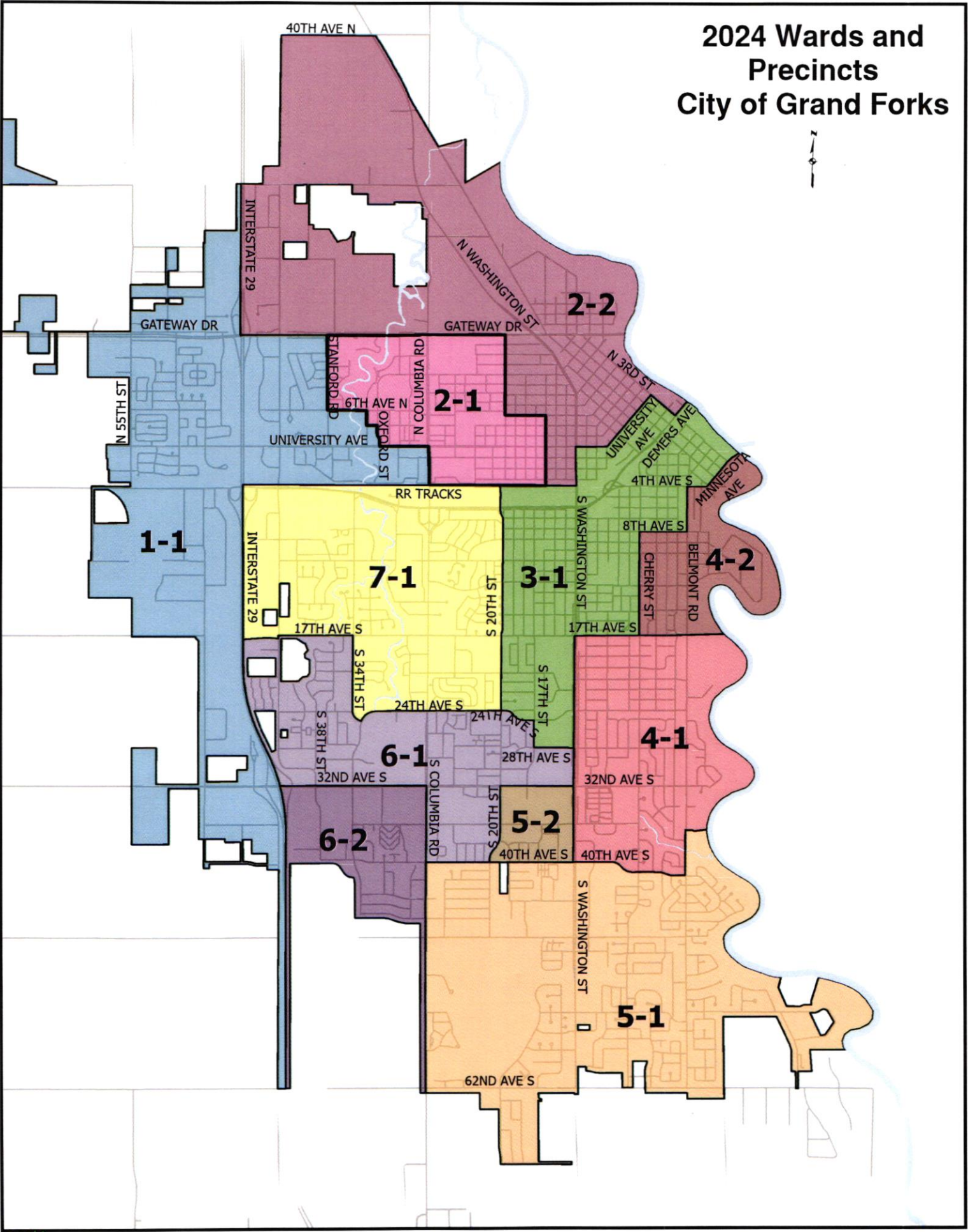
**AFFIDAVIT**

I, the undersigned, declare this Statement of Interests has been examined by me and to the best of my knowledge is a true, correct, and complete statement of my financial interests. I understand any intentional violation of the law requiring the filing of this statement shall result in my being deprived of my appointment or assuming the duties of the elective office.

Signature of candidate or appointee

Date

# 2024 Wards and Precincts City of Grand Forks



Disclaimer: All distances, descriptions, measurements, boundaries and data contained in this nonstandard document are included for general information only. No warranties or guarantees are made or given by the City of Grand Forks. Any user must confirm the accuracy of the same with official records, and/or by survey, records, and/or a survey.