

November 3, 2026
Regular Election



Regular City Election Candidate Filing Packet

City of Homer

Office of the City Clerk
491 E. Pioneer Avenue
Homer, AK 99603
Tel: (907) 235-3130
Fax: (907) 235-3143

<https://www.cityofhomer-ak.gov/cityclerk>

Packet Includes:

Instructions for Candidacy Filing
General & Contact Information
Declaration of Candidacy Form
Conflict of Interest Disclosure Form
APOC Filing Guide for Municipal Candidates
KPB Candidate Information Form

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Candidacy Filing Period
Opens September 1, 2026 and
Closes September 15, 2026 at 4:30 p.m.

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KPB Candidate Information for Publication Form	Attachment #3
APOC Filing Guide for Municipal Candidates & Starter Forms	Attachment #4



INSTRUCTIONS FOR CANDIDACY FILING

To file for office, the documents below **must be submitted in original form** to the City Clerk's Office, located at 491 E. Pioneer Avenue, Homer, Alaska, during the candidate filing period.

Candidate filing opens Tuesday, September 1, 2026 and closes Tuesday, September 15, 2026 at 4:30 p.m.

◆ Declaration of Candidacy (Attachment #1)	✓ This form must be notarized. Notary services are available at City Hall. Bring a valid ID for notary service. ✓ The original must be received. Forms may be sent by electronic transmission; however, the original must be received by the City Clerk no later than Tuesday, September 15, 2026 at 4:30 p.m. If the City Clerk has not received the original signed and notarized declaration before the close of the filing period, the candidate's name shall not appear on the ballot.
◆ City of Homer 2025-2026 Public Official Conflict of Interest Disclosure Statement & Schedule B Supplemental (Attachment #2)	✓ This form will be filed with the City Clerk only. It will not be sent to the Alaska Public Offices Commission (APOC).
◆ Kenai Peninsula Borough Candidate Information for Publication (Attachment #3)	✓ This form will be filed with the City Clerk's Office and Kenai Peninsula Borough (KPB). The information and photo provided will be published on the City of Homer's website, the Borough's website, and in the KPB Voter Pamphlet.

Candidates are responsible to fulfill all other filing requirements **directly** with the Alaska Public Offices Commission (Attachment #4).

CANDIDATE QUALIFICATIONS

Candidates must meet the eligibility requirement of [HCC 2.08.020](#) and must be a qualified voter as outlined in [HCC 4.05.010](#).

[HCC 2.08.020](#) Eligibility for office.

a. A person is eligible for the office of City Council or the office of Mayor if the person is a voter of the City as prescribed by [HCC 4.05.010](#) and has been a resident within the City for a period of one year immediately preceding the Election Day on which the person is a candidate.

b. Residency within an area that becomes part of the City as a result of a local boundary change



shall be deemed residency within the City for purposes of satisfying the one-year residency requirement of this section.

[HCC 4.05.010](#) *Voter qualifications.*

A person is qualified to vote in a municipal election who:

- a. Is a citizen of the United States;*
- b. Has passed his eighteenth birthday or is such other age as prescribed by law for voting in State elections;*
- c. Has been a resident of the municipality for 30 days immediately preceding the election;*
- d. Is registered to vote in State elections at a residence address within the municipality at least 30 days before the municipal election at which the person seeks to vote.*

A person may not serve simultaneously as Mayor, Councilmember, Commissioner, Boardmember, or Committee member.

REVIEW OF CANDIDATE QUALIFICATIONS

The Clerk shall determine whether each candidate for municipal office is qualified as provided by law, per [HCC 4.10.040](#). In determining residence within the City, the Clerk shall apply the following rules:

1. A person establishes residence within the City by:
 - a. Actual physical presence at a specific location within the City; and
 - b. Maintaining a habitation at the specific location;
2. A person may maintain a place of residence at a specific location within the City while away from the location for purposes of employment, education, military service, medical treatment or vacation if the person does not establish residency at another location; and
3. A qualified voter loses residence by voting in another district or in another state's election.

At any time before the election, the Clerk may disqualify any candidate whom the Clerk finds is not qualified. A candidate who is disqualified may request a hearing before the Clerk. The hearing shall be held no later than five (5) business days after the request unless the candidate agrees in writing to a later date.

Any person may question the eligibility of a candidate who has filed a declaration of candidacy by filing a complaint with the Clerk per [HCC 4.10.040\(c\)](#). The complaint must be in writing and received by the Clerk no later than Friday, September 25, 2026 by 5:00 p.m.

The Clerk shall review any evidence relevant to the candidate's qualifications, including, but not limited to, the candidate's residency, voter registration, declaration of candidacy, and any other document of public record or as required by [HCC 4.10.020](#). Based on the review of the evidence, the Clerk will determine by a preponderance of evidence if the candidate is qualified for the office.

Candidate names are listed on the ballot in the order the candidacy declarations are filed.

CORRECTIONS, AMENDMENTS & WITHDRAWAL OF CANDIDACY

A candidate may withdraw from candidacy (remove a candidate's name from the ballot) by 4:30 p.m. on September 15, 2026, by providing written notice to the City Clerk. Candidacy declarations may not



be corrected, amended, or withdrawn after the filing period closes.

CAMPAIGN REPORTING

Candidates must comply with campaign reporting requirements and deadlines under [AS 15.13](#) by filing **directly** with the Alaska Public Offices Commission (APOC). Late filings are subject to civil fines and penalties. Information from APOC is included in Attachment #3.

The City Clerk's Office does not require copies of any campaign reports.

CAMPAIGNING NEAR POLLING LOCATIONS

During the hours the polls are open, no person who is in the polling place or within 200-feet of any entrance of the polling place may attempt to persuade a person to vote for or against a candidate, proposition or question, nor may any person conduct other political activities that may pertain to any future election or potential ballot proposition.

For comprehensive election information, including polling locations and hours of operation, please visit <https://www.cityofhomer-ak.gov/cityclerk/election-information-0>.

ELECTORAL SIGNS

Per [HCC 21.60.095](#), electoral signs may be displayed only for a period of 60 days prior to a municipal election and must be removed within one week following the election. Electoral signs shall not be placed on public property or rights-of-way except in accordance with [HCC 21.60.090](#). An electoral sign shall not exceed 16 square feet in area, cannot exceed the height limitation applicable to other signs allowed in the zoning district, and cannot violate [HCC 21.60.080](#).

GENERAL CITY INFORMATION

ABOUT HOMER

The City of Homer is a first class city organized under the laws of the State of Alaska, with a manager plan of government. With this form of government, the City Manager is appointed by the Council and serves as the City's Administrator in accordance with Homer City Code and [Alaska Statutes Title 29](#).

Including uplands and tidelands, the Incorporated City Limits contains ≈13,295 acres and has an estimated population of 5,522 per the 2020 U.S. Census.

In the current calendar year, the rate of tax levy on each dollar assessed valuation of taxable property within the city is 4.5 mills, and the rate of sales tax is 4.85 percent (increased to 4.85 percent January 1, 2019 Ord 18-26(A)(S)(A)).

CITY COUNCIL



Duties: The council is the legislative body of the City, established by ordinance under [Homer City Code 2.08](#). The Council approves the budget, sets the mil rate, and appropriates funds to provide for City services. Through action taken, the council establishes policy statements which are executed through administration.

Composition and Term: The council is composed of six members, two of whom are elected at-large each year for three-year terms and until a successor qualifies.

MAYOR

Duties: The Mayor acts as ceremonial head of the Council, executes official documents on authorization of the Council and is responsible for additional duties and powers prescribed by Homer City Code or [Alaska Statutes Title 29](#). The Mayor is not a member of Council and may only vote to break a tie or veto action of Council.

Term: The Mayor is elected for a two-year term and until a successor qualifies.

COMPENSATION

The Mayor and each Council member are paid a stipend of \$75 per council-meeting-day.

MEETINGS

Meetings are held on the second and fourth Mondays of each month, with the exception of July when a meeting is held on the fourth Monday only and December when the Council does not meet. When the second or fourth Monday falls on a recognized City holiday, the meeting is held the following Tuesday.

Committee of the Whole begins at 5:00 p.m. and Regular Meetings begin at 6:00 p.m. Worksessions and Special meetings are scheduled at 4:00 p.m. on regular meeting days as needed (special meetings may be scheduled before 4:00 p.m. if necessary). All meetings are held at the City Hall Cowles Council Chambers at 491 E. Pioneer Avenue.

Teleconference Participation: Each Council member and the Mayor should make all reasonable efforts to be physically present for every meeting.

CITY MANAGER

The City Manager is the chief administrative officer and head of the administrative branch of the City Government. The City Manager executes the laws and ordinances, and administers the government of the City in accordance with the directions and policies established by the City Council.

CITY CLERK

The City Clerk provides a direct link between the residents of the City of Homer, their elected officials, and agencies of government. The mission of the Clerk's Office is to assist the public in having access to, and participation in, their local government by providing impartial and timely information regarding the City's business and the City Council's actions.



CONTACT INFORMATION

City of Homer

Homer City Hall
491 E. Pioneer Avenue
Homer, Alaska 99603
www.cityofhomer-ak.gov/cityclerk

Amy Woodruff, City Clerk
(907) 235-3130 office
(907) 235-3143 fax
clerk@ci.homer.ak.us or
awoodruff@ci.homer.ak.us

Marya Pillifant, Deputy City Clerk I
(907) 435-3107 office
mpillifant@ci.homer.ak.us

Kelsey Walsh, Deputy City Clerk I
(907) 435-3109 Office
kwash@ci.homer.ak.us

Alaska Public Offices Commission

2221 E. Northern Lights Boulevard, Room 128
Anchorage, AK 99508-4149
www.doa.alaska.gov/apoc

(907) 276-4176 office
(800) 478-4176 toll free
(907) 276-7018 fax
apoc@alaska.gov

Alaska State Division of Elections

Region I Elections Office
9019 Mendenhall Mall Road, Suite 3
P.O. Box 110018
Juneau, AK 99811
www.elections.alaska.gov

(907) 465-3021 office
(907) 465-2289 fax
electionsr1@alaska.gov

Kenai Peninsula Borough

Office of the Borough Clerk
144 N. Binkley Street
Soldotna, Alaska 99669-7599

(907) 714-2160 office
(907) 714-2388 fax
assemblyclerk@kpb.us



IMPORTANT DATES

August 12, 2026	First day candidate filing packets are available online or available for pick up at the City Clerk's Office.
September 1, 2026	First day candidate packets can be filed with the City Clerk's Office.
September 15, 2026	Last day (up to 4:30 p.m.) to submit all required candidate filing materials to the City Clerk's Office, and to correct, amend, or withdraw a candidacy declaration.
October 20, 2026	Absentee-in-Person Voting begins; is held at Homer City Hall from 9 am to 4 pm Monday-Friday through November 2 nd .
November 3, 2026	Election Day; polls will be open 7:00 a.m. to 8:00 p.m.
November 6, 2026	Canvass Board Meeting. The Canvass Board reviews absentee and Election Day materials and counts qualified absentee, questioned, and special needs ballot. The Board prepares the certificate of election to be adopted by a resolution of the Homer City Council.
November 9, 2026	Certification of Election Results at Homer City Council Meeting; tentative pending any Recount Applications or Contests filed with the City Clerk's Office by the 5:00 p.m. deadline.





CITY OF HOMER DECLARATION OF CANDIDACY

This form must be completed in its entirety or candidacy will not be validated. Corrections must be initialed.
Completed original must be received by the City Clerk's Office no later than Tuesday, September 15, 2026 at 4:30 p.m.

GENERAL INFORMATION (Please Print or type)

I, _____, am a qualified voter and declare myself to be a resident of the City of Homer for at least one year and a candidate for the office of:

- ☐ **City Councilmember** (Three-year term commencing November 2026 and ending November 2029)
☐ **Mayor** (Two-year term commencing November 2026 and ending November 2028)

RESIDENCY INFORMATION (Please Print or Type)

The address where I physically reside is: _____

I have lived at this address since November 1, 2025 ☐ Yes ☐ No – If no, please provide previous address(es) and attach a separate page if needed: _____

My full mailing address is: _____

I request that my name appear on the ballot as follows: _____

The City Clerk may not include on the ballot as part of the candidate's name any honorary title or prefix but may include the candidate's name, any nickname, or familiar form of a proper name of the candidate. AS 15.15.030(4)

CERTIFICATION

I, the undersigned, certify that the information in the Declaration of Candidacy is true and complete and that I meet the specific residency and citizenship requirements of this office. I understand the information provided herein is public information and will be released, with confidential information redacted, to anyone inquiring. I also acknowledge that should I choose to withdraw my candidacy, my withdrawal must be submitted to the City Clerk in writing with my signature before the filing period closes, September 15, 2026 at 4:30 p.m.

Subscribed and sworn before me this _____ day of _____, 2026.

Signature of Notary Public

My Commission Expires: _____

CANDIDATE'S SIGNATURE

X

HOME PHONE – WORK PHONE – FAX

EMAIL

To assist staff in verifying candidate/voter identification, please provide one of the following:

Voter Number

Birth Date

Last 4 of SSN

District/Precinct:

Voter Registration #:

Verified:



CITY OF HOMER
2025-2026 PUBLIC OFFICIAL
CONFLICT OF INTEREST
DISCLOSURE STATEMENT

Office of the City Clerk
491 East Pioneer Avenue
Homer, Alaska 99603
Phone: (907) 235-3130
Fax: (907) 235-3143
clerk@cityofhomer-ak.gov

REQUIRED FILERS: Mayor and city council members; city board and commission members; candidates for mayor and city council.

TIME PERIOD: Include all information about your reportable financial interests and activities for November 1, 2025 through October 31, 2026.

REQUIRED INFORMATION: Homer City Code 1.18.043 requires you to disclose your financial interests using these forms. This includes disclosure of your own financial interests and those held by your spouse and dependent children. Use additional pages if needed.

HELP: If you have questions, contact the City Clerk at 907-235-3130.

THIS REPORT IS A SWORN STATEMENT. YOUR SIGNATURE ON THE LAST PAGE CERTIFIES THAT THIS DISCLOSURE IS TRUE, CORRECT and COMPLETE

GENERAL INFORMATION

Full Name: _____

Physical Address Where you Claim Residency: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Cell: _____ Work: _____

Fax: _____

Email: _____

Name of Spouse: _____

Name(s) of Dependent Child(ren): _____

If you are a Candidate: What Office do you seek? _____

If you are not a Candidate: What Office do you hold? _____

☐ **Initial Statement** - Required for recently appointed City officials. **Due 30 days from appointment.** Required for candidates for Mayor and City Council. **Due with Declaration of Candidacy.**

☐ **Annual Statement** - Required for incumbent public officials. **Due by November 15th.**

☐ **Final Statement** - Required for Public Official after leaving office. **Due 90 days after leaving office.** The final statement covers a reporting period beginning November 1 through the date you leave office.

Complete attached Schedule B, C, E, F, and G.
(Schedules A and D are not required therefore not included)

**2025-2026 CITY OF HOMER
PUBLIC OFFICIAL CONFLICT OF INTEREST DISCLOSURE STATEMENT**

SCHEDULE B – BUSINESS INTERESTS

Business Interests

If NONE reportable, check box ☐

Report business interests even if they were **NOT** a source of income to you, your spouse, domestic partner, or dependent child during the reporting period. Include non-profit corporations, businesses, associations, professional trade groups and other non-profit organizations.

- List each business in which you, your spouse, or dependent child held an interest or was a stockholder, owner, officer, director, partner, proprietor or employee during the reporting period.
- List ownership interests of more than \$1,000 in a publicly traded corporation.
- List any other ownership interest in a business, including shares in non-publicly traded corporations, sole proprietorships, limited liability companies and include options to buy.

PLEASE PROVIDE THE FOLLOWING

Name of filer, spouse or dependent child: _____

Business Name: _____

Business Address: _____

Nature of Interest: _____

Description of Business Activity: _____

Name of filer, spouse or dependent child: _____

Business Name: _____

Business Address: _____

Nature of Interest: _____

Description of Business Activity: _____

Name of filer, spouse or dependent child: _____

Business Name: _____

Business Address: _____

Nature of Interest: _____

Description of Business Activity: _____

**2025-2026 CITY OF HOMER
PUBLIC OFFICIAL CONFLICT OF INTEREST DISCLOSURE STATEMENT**

SCHEDULE C – REAL PROPERTY INTERESTS/RENT TO OWN

Real Property Interests

If NONE reportable, check box ☐

Report all property interests – including options to buy – owned at any time during the reporting period. Property interests include your home, a rent-to-own-home, rental property, vacant property, recreational property, business property and real estate, including real estate interests held through a limited liability company, limited partnership, or trust that were held or sold during the reporting period.

Report street address, city and state **or** a complete legal property description. Do not use mileposts or PO boxes.

Name of filer, spouse, or dependent child: _____

Street Address or legal description: _____

City, Borough, State: _____

Nature of Interest: _____ **Current Use:** _____

(Such as option to buy, ownership, leasehold)

(optional)

Name of filer, spouse, or dependent child: _____

Street Address or legal description: _____

City, Borough, State: _____

Nature of Interest: _____ **Current Use:** _____

(Such as option to buy, ownership, leasehold)

(optional)

Name of filer, spouse, or dependent child: _____

Street Address or legal description: _____

City, Borough, State: _____

Nature of Interest: _____ **Current Use:** _____

(Such as option to buy, ownership, leasehold)

(optional)

**2025-2026 CITY OF HOMER
PUBLIC OFFICIAL CONFLICT OF INTEREST DISCLOSURE STATEMENT**

SCHEDULE E – NATURAL RESOURCE LEASE(S)

Natural Resource Leases

If NONE reportable, check box ► ☐

List all natural resource leases – including mineral, timber and oil leases – bid, held, or offered during the reporting period. Report this information for yourself, your spouse, and dependent children who held the interest as a sole proprietor; member of a partnership, professional corporation or limited liability company; or through a corporation in which you and/or your family members held a controlling interest.

Leaseholder

Nature of lease

Indicate: bid, held or offer made

Identity of lease and description

Leaseholder

Nature of lease

Indicate: bid, held or offer made

Identity of lease and description

SCHEDULE F – GOVERNMENT CONTRACTS AND LEASES

Contracts and Offers to Contract

If NONE reportable, check box ► ☐

List all contracts and offers to contract with the state or instrumentality of the state or a municipality during the reporting period. Report this information for yourself, your spouse, and dependent child who held the interest as a sole proprietor; as a member of a partnership, professional corporation, or limited liability company; or through a corporation in which you and/or your family members held a controlling interest.

Name of contractor

Contracting agency/department

Indicate: bid, held or offer made

Contract number and description

Name of contractor

Contracting agency/department

Indicate: bid, held or offer made

Contract number and description

**2025-2026 CITY OF HOMER
PUBLIC OFFICIAL CONFLICT OF INTEREST DISCLOSURE STATEMENT**

SCHEDULE G – CLOSE ECONOMIC ASSOCIATIONS

Close Economic Associations

If NONE reportable, check box ☐ ☐

City officials must disclose close economic associations with a legislator, another city official, or a lobbyist.

Close economic association means a financial relationship that exists between a city official required to disclose a close economic association and some other person or entity, including a relationship where the city official serves as a consultant or advisor to, is a member or representative of, or has a financial interest in an association, partnership, limited liability company, business or corporation.

Name of filer: _____

Position and department of filer: _____

Name of person with whom association exists: _____

Person's status: (municipal official, legislator, lobbyist etc.) _____

Description of economic association: _____

For city officials with a lobbyist spouse, report the name and address of each employer of the lobbyist and the total monetary value received from each of the lobbyist's employers.

Name and address of employer of lobbyist: _____

Amount of monetary value received: _____

Name and address of employer of lobbyist: _____

Amount of monetary value received: _____

**You must report changes in the lobbyist's employer within 48 hours of the change.
You must disclose the formation of a new close economic association within 60 days.**

CERTIFICATION

I certify under penalty of perjury that the foregoing is true and that the information in this statement is, to the best of my knowledge, true, correct and complete. A person who makes a false sworn certification which he or she does not believe to be true is guilty of perjury.

SIGNATURE: _____

PRINT NAME OF FILER

DATE AND PLACE SIGNED

City of Homer

City Council

One to be elected for a 3-year Term



Other Professional Experience:

Community Service:

Statement (reproduced exactly as submitted):
(200 words or less)

Email:

Phone No.:

City of Homer

City Mayor

One to be elected for a 2-year Term



Other Professional Experience:

Community Service:

Statement (reproduced exactly as submitted):
(200 words or less)

Email:

Phone No.:



Alaska Public Offices Commission

MUNICIPAL ELECTIONS

Please read this document carefully for important information about starting your campaign.

This information is presented only as an overview of your disclosure requirements. It is your responsibility to familiarize yourself and your campaign workers with the statutes and regulations to ensure you that you are in compliance with the law. Please visit the APOC homepage at www.doa.alaska.gov/apoc for further information, training opportunities, and to remain updated about your requirements and responsibilities as a candidate.

Unless they meet specific criteria found in [AS 15.13.040\(m\)\(1\)](#), **candidates must file all forms and reports electronically** through [myAlaska](#). Many Alaskans already have a myAlaska account to apply for their Permanent Fund Dividend. You may use this same account for APOC purposes. Candidates have the option to allow others to view their filings, but this access is specific to APOC services only.

FORMS TO GET STARTED

Letter of Intent: Must be filed with the APOC *before* any candidate engages in campaign activity. A Letter of Intent allows the candidate to begin accepting and spending contributions and may be filed 18 months prior to the date of the election. However, if a candidate files their Declaration of Candidacy first, they do not need to file a Letter of Intent.

The Declaration of Candidacy: Municipal candidates file their Declaration with their specific Municipal Clerk's Office. The Declaration of Candidacy is what gets a municipal candidate's name on the ballot. Check with your Municipal Clerk's Office to find out when your filing period opens and closes.

Public Official Financial Disclosure Statement: Must be filed with the Declaration of Candidacy at the Municipal Clerk's Office. Some municipalities have opted out of the requirement of filing a Public Official Financial Disclosure Statement. Check with your municipal clerk to be sure that you are complying with the requirements of your municipality.

Candidate Registration: Must be filed **within 7 days** after filing the Declaration of Candidacy with the Municipal Clerk's Office. The registration provides your campaign contact information, designates your campaign committee, and your campaign depository. Candidates may amend registrations as needed. **Until a candidate files their registration, designating a Treasurer or Deputy Treasurers, only the candidate may accept/expend campaign funds.**

Municipal Exemption Statement: May be filed by *municipal* candidates instead of the Candidate Registration form who do not intend on exceeding \$5,000 in campaign activity, including any personal money that they may use. As long as they remain under the \$5,000 threshold, exempt candidates are not required to file regular campaign disclosure reports. However, please note that exempt candidates are still subject to the campaign disclosure laws that apply to all candidates; including, but not limited to, applicable contribution limits, maintenance of contribution and

expenditure records, and the requirement that ads, yard signs, and other campaign materials include “paid for by” identifiers as required under [AS 15.13.090](#) and [2 AAC 50.306](#) (see pg. 3).

Candidate Reimbursement Notification: If candidates loan personal funds to their campaign with the intent to repay themselves after the election, they **MUST** file a Candidate Reimbursement Form **within 5 days** of depositing personal funds into their campaign account. The maximum limit a municipal candidate can loan and recover is \$5,000. **HOWEVER**, if the candidate is able to reimburse their personal contributions from the campaign account **within 72 hours** they may do so, and they do **NOT** need to file the Reimbursement Form.

CAMPAIGN DISCLOSURE REPORTS

Candidates, who are not exempt, are required to disclose financial information about their campaigns. The purpose of a campaign disclosure report is to provide a snapshot of a candidate’s activity during a specific reporting period. The **reporting period** is the time period covered by a campaign disclosure report. A **due date** is the date when a report is due, and comes three days after the end of a reporting period. The three days allows a treasurer time to complete the report.

The number of reports filed by municipal candidates will vary depending on when the campaign begins. If a candidate filed a Letter of Intent on or before February 1st, they will begin with a **Year Start Report**, due February 15th. Otherwise the cycle will begin with a **30 Day Report** (due 30 days before the election), **7 Day Report** (due 7 days before the election) and a **105 Day Report** (which should be a final report and is due 105 days after the election). In addition, during the 9 days before an election, candidates must report the contributor name and the amount of all monetary and non-monetary contributions, from a single source, over \$250 (i.e. \$250.01) within 24 hours of receipt. Candidates may need to report each day during that period, or not at all.

OTHER START UP CONSIDERATIONS

Only the candidate, a registered treasurer or a registered deputy treasurer may spend money and accept contributions on behalf of the campaign. Any action by a treasurer or registered deputy treasurer is considered an action of the candidate. The campaign must keep all records that substantiate financial activity for a period of 6 years after the date of the election.

If a registered treasurer or deputy treasurer makes a purchase on behalf of the campaign using personal funds, it is a non-monetary contribution to the campaign (against their individual \$500 contribution limit) unless it is reimbursed. **Reimbursements to a treasurer/deputy treasurer must be made within the same reporting period that the contribution was made and may not exceed \$500.**

Campaign contributions held by a candidate may be used only to pay for the expenses made/incurred by the candidate that reasonably relate to election campaign activities. Campaign contributions held by a candidate may not be: used to give a personal benefit to the candidate or another person, converted to personal income of the candidate, loaned to a person, knowingly used to pay more than the fair market value for goods or services purchased for the campaign, pay for civil penalties, or used to make contributions to another candidate or group.

PAID FOR BY IDENTIFIERS

Alaska Statute 15.13.090 and Regulation 2 AAC 50.306 require a paid for by identifier on all political communications. For candidate campaigns, print or video communications (i.e. newspaper ads, videos, Facebook pages, yard signs, etc.) must have the visible identifier:

“paid for by” followed by the name and address of the candidate

The paid for by identifier on all video communications must remain on screen throughout the entire communication.

Audible communications (i.e. radio ads, videos with sound, robo calls, etc.) must have the audible identifier:

“This communication was paid for by (candidate’s name only)”

If the communication has both a print/video and audio component (i.e. commercials, YouTube videos, etc.) it must have both a visual and audible disclaimer. The paid for by identifier on all video communications must remain on screen throughout the entire communication. Fixing missing or incomplete paid for by disclaimers costs time and money for a campaign, and can result in civil penalties.

CIVIL PENALTIES

Civil penalties apply to candidates who violate campaign disclosure law. Violations include failure to file a campaign disclosure report on time or failure to file a complete and accurate campaign disclosure report. **Even if you are filing a report indicating that you have had no activity in that report period, you will be assessed a civil penalty if the report is late.** It is YOUR responsibility, as the filer, to familiarize yourself (and your campaign workers) with the campaign disclosure law requirements and reporting deadlines. Penalties range from \$50 to \$500 a day depending on the report.

Review the APOC website for further reporting requirements. This information is only meant to provide you with an initial overview of your requirements as you begin your campaign. Do not hesitate to call APOC staff if you have questions. Thank you!

Contact Information

Anchorage Office

2221 East Northern Lights Blvd
Rm 128
Anchorage, AK 99508
Phone: (907) 276-4176
Toll Free: (800) 478-4176
Fax: (907) 276-7018

Juneau Office

P.O. Box 110222
240 Main Street, #201
Juneau, AK 99811-0222
Phone: (907) 465-4864
Toll Free: (866)
465-4864 Fax: (907)
465-4832

Website: www.doa.alaska.gov/apoc
Information Email: apoc@alaska.gov
File Forms and Reports at: <https://my.alaska.gov/>

Alaska Campaign Annual Contribution Limits – AS 15.13

FROM	TO CANDIDATE	TO GROUP & NON-GROUP ENTITY	TO POLITICAL PARTY	TO IE GROUP, INITIATIVE APPLICATION GROUP, & BALLOT GROUP
Authority	AS 15.13.070	AS 15.13.070	AS 15.13.070	AS 15.13.065(c)
Individual (AK resident)	Unlimited	Unlimited	\$5,000	Unlimited
Individual (non-resident)	Unlimited	Unlimited	\$5,000	Unlimited
Corporations, Business Organizations, Unions	Prohibited AS 15.13.074(f)	Prohibited AS 15.13.074(f)	Prohibited AS 15.13.074(f)	Unlimited
Group (based in Alaska)	\$1,000	\$1,000	\$1,000	Unlimited
Group (based outside Alaska)	Prohibited	\$1,000 Must first register with APOC*	\$1,000 Must first register with APOC*	Unlimited
Nongroup Entity (based in Alaska)	\$1,000	\$1,000	\$1,000	Unlimited
Nongroup Entity (based outside Alaska)	Prohibited	\$1,000 Must first register with APOC	\$1,000 Must first register with APOC	Unlimited
Political Party	Municipal \$5,000 House \$10,000 Senate \$15,000 Lt. Gov./Gov. \$100,000	\$1,000	Unlimited	Unlimited
Foreign Nationals	Prohibited Foreign nationals are prohibited from making expenditures or contributions in Alaska elections only to the extent prohibited or permitted by Federal law. AS 15.13.068.			

* Groups based outside Alaska must ensure their received contributions comply with Alaska limitations before making contributions to groups based in Alaska or to a political party. Groups based in Alaska may not receive contributions from a group based outside Alaska whose received contributions do not comply with Alaska limitations, as such contributions are prohibited.

Individuals, Persons, and Groups may be required to fill out Form 15-5 Statements of Contribution and/or Form 15-6 Statements of Independent Expenditure where applicable. Please see our Forms page.

Revised March 4, 2022

ALASKA PUBLIC OFFICES COMMISSION



ANCHORAGE
2221 E. Northern Lights, Room 128
Anchorage, AK 99508-4149
Phone: (907) 276-4176 or
Toll free: (800) 478-4176
Fax: (907) 276-7018

Website: www.doa.alaska.gov/apoc
Email: apoc@alaska.gov

JUNEAU
240 Main St. #500
PO Box 110222
Juneau, AK 99811
Phone: (907) 465-4864
Fax: (907) 465-4832

MUNICIPAL LETTER OF INTENT

The Letter of Intent can be filed 18 months prior to the election. It permits a candidate to make campaign expenditures and to accept contributions prior to formally declaring for office with the municipal clerk. Other individuals may not accept contributions or make expenditures on behalf of the campaign, unless first registered on a Candidate Registration or Municipal Exemption Statement.

AS 15.13.067; AS 15.13.076; AS 15.13.100; 2 AAC 50.274

Please note that unless a candidate meets the specific criteria found in AS 15.13.040(m)(1), they are required to file all forms and reports electronically, through the APOC Forms Online Filing System (<https://my.alaska.gov/>).

A candidate's use of corporate, state, or municipal resources (i.e., office phone/address, equipment, staff time, etc.) for campaign purposes is prohibited. AS 15.13.074(f); AS 15.13.145

CANDIDATE NAME: _____

CAMPAIGN ADDRESS: _____

CAMPAIGN PHONE: _____ CAMPAIGN EMAIL: _____

I INTEND TO BE A CANDIDATE IN THE FOLLOWING ELECTION:

Month:	Office / Race: (Optional)
Year:	District / Seat: (Optional)
Municipality / Borough:	

Certification: I certify that the information contained in the foregoing document is true, complete, and correct.

By submitting this Letter of Intent I certify that I will comply with the requirements of AS 15.13.	Signature	Date
	Printed name	

NOTICE: Candidates who loan personal funds to their campaign with the intent to repay themselves after the election may only do so if they file a Candidate Reimbursement Form within 5 days of putting personal funds into their campaign. If the campaign is able to repay the candidate's personal funds within 72 hours they may do so, and they do not need to file the Reimbursement Form. AS 15.13.078(b); AS 15.13.116(a)(4); 2 AAC 50.990(7)(c)(x)

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MUNICIPAL CANDIDATE REGISTRATION

Unless an exemption statement is filed, municipal candidates must file a Candidate Registration within 7 days of filing a declaration of candidacy or nominating petition with the clerk's office. The registration provides contact information and designates campaign officers. Only registered campaign officers are permitted to accept/spend contributions on behalf of the campaign, or be reimbursed. Registered candidates must file campaign disclosure reports for the duration of their campaign.

[AS 15.13.060](#); [2 AAC 50.282](#); [2 AAC 50.298](#).

Please note that unless a candidate meets the specific criteria found in AS 15.13.040(m)(1), they are required to file all forms and reports electronically, through the APOC Forms Online Filing System (<https://my.alaska.gov/>).

A candidate's use of corporate, state, or municipal resources (i.e., office phone/address, equipment, staff time, etc.) for campaign purposes is prohibited. AS 15.13.074(f); AS 15.13.145

Candidate Name:	Campaign Committee Name: (Optional)
Election Month and Year:	Municipality / Borough:
Campaign Mailing Address:	Campaign Email:
Campaign Phone:	Additional Email:
Campaign Depository: (DO NOT list account number)	Campaign Depository Address:

Treasurer Name:	Treasurer Phone:
Treasurer Mailing Address:	Treasurer Email:
Deputy Treasurer(s): _____ _____ _____ _____	Address(s): _____ _____ _____ _____

I certify that the information contained in the foregoing document is true, complete, and correct.	Signature	Date
	Printed name	

NOTICE: Candidates who loan personal funds to their campaign with the intent to repay themselves after the election may only do so if they file a Candidate Reimbursement Form within 5 days of putting personal funds into their campaign. If the campaign is able to repay the candidate's personal funds within 72 hours they may do so, and they do not need to file the Reimbursement Form. AS 15.13.078(b); AS 15.13.116(a)(4); 2 AAC 50.990(7)(c)(x)

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MUNICIPAL EXEMPTION STATEMENT

Municipal candidates that do not intend to raise/spend more than \$5,000, including their personal funds, may file a Municipal Exemption Form. Exempt candidates are not required to file campaign disclosure reports during their campaign. If an exempt candidate exceeds \$5,000 in financial activity they must immediately file a Candidate Registration and file each report due after the change in status, disclosing all activity from the beginning of the campaign on their first report.

AS 15.13.040(g); 2 AAC 50.286.

Please note that unless a candidate meets the specific criteria found in AS 15.13.040(m)(1), they are required to file all forms and reports electronically, through the APOC Forms Online Filing System (<https://my.alaska.gov/>).

A candidate's use of corporate, state, or municipal resources (i.e., office phone/address, equipment, staff time, etc.) for campaign purposes is prohibited. AS 15.13.074(f); AS 15.13.145

CANDIDATE NAME: _____

CAMPAIGN ADDRESS: _____

CAMPAIGN PHONE: _____ CAMPAIGN EMAIL: _____

Election Month and Year:	Office / Race: (Optional)
Municipality / Borough:	District / Seat: (Optional)

Certification: I certify that the information contained in the foregoing document is true, complete, and correct.

I do not intend to raise/spend more than \$5,000 (including personal money) during my entire campaign for municipal office.	Signature	Date
	Printed name	

NOTICE: Candidates who loan personal funds to their campaign with the intent to repay themselves after the election may only do so if they file a Candidate Reimbursement Form within 5 days of putting personal funds into their campaign. If the campaign is able to repay the candidate's personal funds within 72 hours they may do so, and they do not need to file the Reimbursement Form. AS 15.13.078(b); AS 15.13.116(a)(4); 2 AAC 50.990(7)(c)(x)

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[AS 15.13.060](#); [2 AAC 50.282](#); [2 AAC 50.298](#).

Please note that unless a candidate meets the specific criteria found in AS 15.13.040(m)(1), they are required to file all forms and reports electronically, through the APOC Forms Online Filing System (<https://my.alaska.gov/>).

A candidate's use of corporate, state, or municipal resources (i.e., office phone/address, equipment, staff time, etc.) for campaign purposes is prohibited. AS 15.13.074(f); AS 15.13.145

Candidate Name:	Campaign Committee Name: (Optional)
Election Month and Year:	Municipality / Borough:
Campaign Mailing Address:	Campaign Email:
Campaign Phone:	Additional Email:
Campaign Depository: (DO NOT list account number)	Campaign Depository Address:

Treasurer Name:	Treasurer Phone:
Treasurer Mailing Address:	Treasurer Email:
Deputy Treasurer(s): _____ _____ _____ _____	Address(s): _____ _____ _____ _____

I certify that the information contained in the foregoing document is true, complete, and correct.	Signature	Date
	Printed name	

NOTICE: Candidates who loan personal funds to their campaign with the intent to repay themselves after the election may only do so if they file a Candidate Reimbursement Form within 5 days of putting personal funds into their campaign. If the campaign is able to repay the candidate's personal funds within 72 hours they may do so, and they do not need to file the Reimbursement Form. AS 15.13.078(b); AS 15.13.116(a)(4); 2 AAC 50.990(7)(c)(x)