

Candidate Qualifying

Please read the following guidelines. **All qualifying fees are non-refundable.**

If you are running for a Federal Office (U.S. House and U.S. Senate)

- Complete and return Declaration of Candidacy form and qualifying fee to ALGOP.
- Submission of your on-line qualification form is the equivalent of your signature and acknowledgement that you have fully read and understand the contents of the form.
- Please refer to the Federal Election Commission website to complete additional documentation that must be filed.

If you are running for a State/County Office:

Complete and return Declaration of Candidacy form and qualifying fee to ALGOP if qualifying for a state office or your county party if qualifying for a local office.

- (Applies to candidates qualifying with ALGOP) Submission of your on-line qualification form is the equivalent of your signature and acknowledgement that you have fully read and understand the contents of the form.
- Complete and return the Statement of Economic Interests form to the Alabama Ethics Commission or complete online. ALGOP highly suggest filing **before qualifying** as candidate with ALGOP or a county chairman. **You have five (5) calendar days after qualifying to complete and submit this information. If you do not fill this out on time you can be disqualified.**

Alabama Ethics Commission
P.O. Box 302300
Montgomery, AL 36130-2300
334-242-2997
www.ethics.alabama.gov

- Complete and return Appointment of Principal Campaign Committee form to the Secretary of State's office **within five (5) calendar days** of qualifying with ALGOP or a county chairman. **If you do not fill this out on time you can be disqualified.**

Office of the Secretary of State
ATTN: Elections Division
P.O. Box 5616
Montgomery, AL 36103-5616
334-242-7210/1-800-274-VOTE
www.fcpa.alabamavotes.gov

- **Judicial candidates only** must file a Disclosure Statement of Financial Interests with the Clerk of the Alabama Supreme Court within 10 days of qualifying.
- Candidates for county superintendent must obtain a certificate of administration and supervision from the Alabama Superintendent of Education prior to qualifying.
- Be sure to confer with legal counsel to ensure correct compliance with all election laws.
- Be aware of all pre-election report deadlines and submit financial reports to the Secretary of State as required once fundraising thresholds have been met (see Candidate Filing Guide for details). A copy of the Alabama Fair Campaign Practices Act is available at the Secretary of State's office (600 Dexter Ave, Montgomery, AL 36104). (www.alabamavotes.gov)
- Complete and return Financial Committee Filing forms.
- Note these forms may be filed daily, weekly, monthly, or annually depending on filing calendar and when you hit specific thresholds. Please check candidate filing calendar to be sure you do not miss any dates.
- If you have any questions on how to fill out the forms contact the Secretary of State office.

Upon dissolution of the campaign committee, the chairman or treasurer of the committee should provide the Secretary of State's office with a Statement of Dissolution Form, a record of unreported contributions and expenditures, and a statement of how excess campaign funds will be distributed.

Please note that District Attorneys, District Judges, Circuit Judges and Circuit Clerks cannot pay the qualifying fee online. For information on how to pay please call the ALGOP at 205.212.5900. All manual checks must be received by the qualifying deadline at the ALGOP Headquarters: 3505 Lorna Road, Birmingham, AL 35216.

Without limiting any other rights or powers, ALGOP and county Republican executive committees retain the right to review all Declarations of Candidacy, to hear Candidate Challenges, and to control and ultimately determine all questions of ballot access.