



Know Before you Go – June 27th General Election Filing Day

To facilitate a smooth and efficient filing day, and minimize the risk of errors in filing, it is vital that each filer fully familiarize themselves with the requirements, regulations, and procedures relevant to the office for which they are filing. Arriving fully prepared is the best way to ensure that your candidacy is qualified and that you are ultimately able to participate in the General Election.

Who Needs to File on June 27th

- Independent or Minor Party Candidates
- Voter Action Act Candidates
- Judicial Retention Candidates
- Write-in Candidates
- Candidates Nominated to Fill Vacancies
- Parties Seeking Official State Recognition

With Whom do I File?

Filers are **required** to file with their proper filing officer. Only your proper filing officer will be able to accept your filing. If you attempt to file with the wrong filing officer, you will be directed to the correct office. Please see the chart below to determine your proper filing officer. The filing officer for each office remains the same regardless of the filing circumstance.

	Federal / Statewide Office	State Legislative Office	County Office	Supreme Court (Candidates and Retention)	District Offices (Judges, Attorneys, Etc.)	Parties Seeking State Recognition
Secretary of State	✓	✗	✗	✓	✗	✓
County Clerk	✗	✓	✓	✗	✓	✗

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](#).

Filing Hours of Operation

Regardless of filing officer, paperwork will be accepted between the hours of **9:00 AM and 5:00 PM**. No paperwork will be accepted prior to 9:00 AM or after 5:00 PM. There will be NO filings processed prior to 9:00 AM and NO filings accepted after 5:00 PM. It is the candidate’s (or their designee’s) responsibility to

arrive with adequate time to fully complete the filing process between 9:00 AM and 5:00 PM. **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:
 - Name
 - Address
 - Precinct Number
 - 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 **MUST** have an active Candidate Campaign Committee Registration in the [Campaign Finance Information System \(CFIS\)](#).
 - o 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 General Election Report will be due on September 9, 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.
 - 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 **NOT** 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.

Circumstance Specific Guides

Select each link to navigate to guides specific to your filing circumstance:

- [June 27 Filing Day General Information](#)
- [Minor Party / Independent Candidates](#)
- [Candidates Nominated to Fill a Vacancy](#)
- [New Political Parties](#)
- [Judicial Retention Candidates](#)
- [Voter Action Act Candidates](#)
- [Write-in Candidates](#)