

2025 Candidate Information

Second and Third Class Cities - Filing Requirements

2025 Election Dates:

Primary: Tuesday, August 5, 2025 *(if more than 3 times the number of candidates to be elected file for office)*

General: Tuesday, November 4, 2025 K.S.A. 25-2102(a)

Filing Deadline:

June 2nd by Noon K.S.A. 25-2109

Filing Location: All Candidates must pay report fees, appoint treasurers and file periodic campaign finance reports K.S.A. 25-2110a

Candidates file at the Douglas County Clerk's Election Office, 711 W. 23rd Street Suite 1, Lawrence, KS 66046

Filing by Fee:

The filing fee is \$20. K.S.A. 25-21a01

Filing by Petition:

New Law states the number of qualified electors of the city which must sign a nomination petition, shall be established by the city governing body by passage of an ordinance. If no ordinance was passed, then no petition can be filed.

K.S.A. 25-2110(b)

Baldwin – 20 or more of qualified electors of the City of Baldwin

Eudora – 43 or more of the qualified electors of the City of Eudora (10%)

Lecompton – 8 or more of the qualified electors of the City of Lecompton (2%)

Documents to be Filed:

Declaration of Intention (Filing Form)

- Obtain and file this form with the Douglas County Clerk's Office.

Nomination Petition (used if filing by petition)

- Obtain and file this form with the Douglas County Clerk's Office.

Statement of Substantial Interests for Local Office

- Completed form is due no later than ten (10) days after the filing deadline.
- Completed form is filed permanently at the Douglas County Clerk's Office.

Affidavit of Exemption from Filing Receipts and Expenditures Reports

- If a candidate anticipates receiving and spending less than \$1000.00 in the Primary Election and anticipates receiving and spending less than an additional \$1000.00 in the General Election, he/she can file an Affidavit of Exemption. This affidavit waives the need for a candidate to file campaign Receipts and Expenditures Reports.
- Completed form is due nine (9) days prior to the primary election.
- Completed form is filed with the Clerk's Office.
- Form must be notarized.

Candidate's Itemized Statement of Personal Election Contributions and Expenses (only if NO Affidavit of Exemption is filed)

- Form is due 30 days after each Primary, General or Special election.
- In addition to reporting all campaign expenditures, these candidates are now required to itemize contributions in excess of \$50.00. Itemizing means listing the name and address of the contributor, the date on which the contribution is received and the amount of the contribution.
- Completed form is filed with the Clerk's Office.