



OKLAHOMA

STATE OF OKLAHOMA
CANDIDATE
FILING PACKET

2026

U.S. SENATOR
U.S. REPRESENTATIVE



2026 STATE OF OKLAHOMA FEDERAL CANDIDATE FILING PACKET

For use by candidates who file with the
Secretary of the Oklahoma State Election Board

This filing packet was prepared by the Oklahoma State Election Board for use by candidates filing for the office of United States Senator or United States Representative during the April 1-3, 2026 filing period.

IMPORTANT DATES

[Candidate Filing Period](#)

Wednesday, April 1, 8 A.M. – 5 P.M.

Thursday, April 2, 8 A.M. – 5 P.M.

Friday, April 3, 8 A.M. – 5 P.M.

[Last time to file Contest of Candidacy](#)

Tuesday, April 7, 5 P.M.

Primary Election	Runoff Primary Election	General Election
<p>Early Voting Thursday, June 11 8 A.M. – 6 P.M. Friday, June 12 8 A.M. – 6 P.M. Saturday, June 13 8 A.M. – 2 P.M.</p> <p>Election Day Tuesday, June 16 7 A.M. – 7 P.M.</p> <p>Last Time to File Contest of Election Friday, June 19, 5 P.M.</p> <p>Certification of Final Results Tuesday, June 23, 5 P.M.</p>	<p>Early Voting Thursday, August 20 8 A.M. – 6 P.M. Friday, August 21 8 A.M. – 6 P.M. Saturday, August 22 8 A.M. – 2 P.M.</p> <p>Election Day Tuesday, August 25 7 A.M. – 7 P.M.</p> <p>Last Time to File Contest of Election Friday, August 28, 5 P.M.</p> <p>Certification of Final Results Tuesday, September 1, 5 P.M.</p>	<p>Early Voting Wednesday, October 28 8 A.M. – 6 P.M. Thursday, October 29 8 A.M. – 6 P.M. Friday, October 30 8 A.M. – 6 P.M. Saturday, October 31 8 A.M. – 2 P.M.</p> <p>Election Day Tuesday, November 3 7 A.M. – 7 P.M.</p> <p>Last Time to File Contest of Election Friday, November 6, 5 P.M.</p> <p>Certification of Final Results Tuesday, November 10, 5 P.M.</p>



FEDERAL OFFICER

Candidate Filing Instructions

2026 Primary, Runoff Primary, and General Election

NOTICE: The materials in this packet were prepared and published by the State Election Board as a public service in January 2026 and were correct when published. It is the responsibility of each candidate to determine the qualifications and requirements for becoming a candidate for public office.

All candidates must submit the 2026 Declaration of Candidacy, along with the appropriate filing fee or a petition supporting their candidacy, to the Secretary of the State Election Board. Additional documents, such as the Criminal History Disclosure Supplemental Form, may be required. Use the Candidate Filing Checklist to assemble all necessary paperwork required to declare candidacy for the office sought.

Where to file

Candidates for U.S. Senator and U.S. Representative file Declarations of Candidacy with the Secretary of the State Election Board, State Capitol Building, Oklahoma City.

Candidates may file in person, by mail, or the candidate may send an agent to file on their behalf. Regardless of the method of filing, all original filing documents must be received during the allotted dates and hours of the statutory filing period.

Filing fee

For candidates filing for office with the Secretary of the State Election Board, a **cashier's check or certified check made payable to Secretary of the State Election Board** shall accompany the Declaration of Candidacy and required paperwork. Cash cannot be accepted. Personal checks or campaign account checks cannot be accepted. The nonrefundable filing fees are as follows:

United States Senator	\$2,000
United States Representative	\$1,000

Petition

In lieu of a filing fee, a petition supporting the candidacy signed by not fewer than 2% of the number of registered voters in the appropriate district or state, as applicable for the office sought, may be submitted with the Declaration of Candidacy and required paperwork. A petition form is included in the Candidate Filing Packet.

- Candidates who file a petition for candidacy must use the approved petition form provided by the State Election Board.
- Copies of the petition form are to be printed by the candidate. "Pages of a petition supporting a Declaration of Candidacy shall be printed on white paper measuring 8.5 inches by 11 inches. Pages of a petition shall be printed on only one side of said paper. Each page of a petition shall include the candidate information described in (b) of this Section." (See OKLA. ADMIN. CODE § 230:20-9-1(c).)



FEDERAL OFFICER

Candidate Filing Instructions

- The petitioner must complete the top of each petition form to include the candidate's name, party name, office sought, district number (if applicable), and the county where the petition was circulated. **A separate petition form must be used for each county where signatures are collected.**
- "A signature on a petition in support of a Declaration of Candidacy filed by a candidate for a federal, state, or county office shall be the original, personally handwritten signature of a registered voter eligible to vote for the candidate and office. **No one may sign a petition in support of a Declaration of Candidacy for another registered voter.**" (See OKLA. ADMIN. CODE § 230:20-9-3.) Photocopies of signed petition forms will not be accepted.
- Petition forms must accompany the Declaration of Candidacy and **must be submitted between 8 a.m. and 5 p.m. during the official filing period on April 1, April 2, or April 3, 2026.** (Early, late or incomplete submissions cannot be accepted.)
- The Secretary of an Election Board who accepts a Declaration of Candidacy supported by petition will count the number of signatures submitted on the petition to determine if the total number equals or exceeds the amount required. Any other candidate who files for the same office, or a registered voter in the event a candidate is unopposed, is entitled to verify the registration information of each person who signed the petition. In the event that a sufficient number of invalid signatures exists to render the petition insufficient, the candidate or the voter may so state in a contest of candidacy petition which may be filed as provided by state law.

"If registered voters from more than one county sign the same page of a petition, signatures of voters registered in a county other than the one named at the top of the page shall be deemed invalid. It shall be the responsibility of the circulator to ensure that voters sign the petition page for the correct county." (See OKLA. ADMIN. CODE § 230:20-9-2.)

The official number of signatures required for each office is based on the number of registered voters as of November 1, 2025. (See Okla. Admin. Code § 230:20-9-4.) Signature requirements can be found on the State Election Board candidate filing page at <https://oklahoma.gov/elections/candidates/2026-candidate-filing-information.html>.

Withdrawal of candidacy

- A candidate may **withdraw from the Primary Election** by filing a written notice with the Secretary of the State Election Board before 5 p.m. on the second business day following the close of the filing period – **Tuesday, April 7, 2026.**
- A candidate may **withdraw from the Runoff Primary Election** by filing a written notice before 5 p.m. on Friday following the Primary Election – **June 19, 2026.**
- A candidate may **withdraw from the General Election** by filing a written notice before 5 p.m. on the Friday following the Runoff Primary Election – **August 28, 2026.**

Forms for withdrawal are available on the State Election Board candidate filing page at <https://oklahoma.gov/elections/candidates/2026-candidate-filing-information.html>.

Contests of candidacy

Any candidate who files with the Secretary of the State Election Board may contest the candidacy of any other candidate for the same office by filing a written petition with the Secretary of the State Election Board before 5 p.m. on the second business day following the close of the filing period – **Tuesday, April 7, 2026.**

FEDERAL OFFICER

Candidate Filing Instructions

The contest of candidacy petition must be accompanied by a cashier's check or certified check in the amount of \$250.00, payable to Secretary of the State Election Board. Cash cannot be accepted. Personal checks or campaign account checks cannot be accepted. To respond to the petition, the contestee must also post a deposit in the same manner as the petitioner, except that the deposit may be posted at the time of the contestee's answer or appearance at the scheduled hearing.

Contact the State Election Board at (405) 521-2391 for more information.

General information

1. Candidates may file for the nomination of a political party only if said party is recognized by the laws of the State of Oklahoma.
2. Candidates may file for no more than one office at any election. A Special Election and a Regular Election held on the same date are considered one election.
3. To become a candidate for office and have one's name appear on a ballot, a person must file the Declaration of Candidacy as prescribed by the Secretary of the State Election Board, accompanied by either a filing fee in the amount specified by the laws of the State of Oklahoma or a petition bearing the required number of signatures of registered voters. A complete Declaration of Candidacy shall include both pages of the Declaration of Candidacy form – signed where indicated and notarized, along with the Criminal History Disclosure Supplemental Form, if applicable.
4. All required pages of the Declaration of Candidacy must be completely filled out and signed by the candidate. The Candidate Oath must be notarized by a Notary Public or other person authorized to administer oaths.
5. A candidate's name will be printed on the ballot as it is entered on the first line of Section 1 of the Declaration of Candidacy; however, no candidate shall have any prefix, suffix, or title placed before or after the ballot name. A suffix such as Jr., Sr., II, or III, may be permitted if it is part of the candidate's name. (See OKLA. ADMIN. CODE § 230:20-3-38.) A candidate's full legal name also must be provided on the Declaration of Candidacy.
6. All candidates are required to read the Candidate Qualifications and answer the questions for the office sought as part of the Declaration of Candidacy.
7. All candidates are required by state law to disclose on the Declaration of Candidacy whether they ever have been convicted, pled guilty or nolo contendere, or otherwise been determined to be guilty of a misdemeanor involving embezzlement or of a felony in Oklahoma or in any other state and/or whether an arrest warrant is outstanding in connection with such misdemeanor or felony. A candidate who checks YES to any question in the Criminal History Disclosure section of the Declaration of Candidacy is required to fill out, sign, and submit the Criminal History Disclosure Supplemental Form.

FEDERAL OFFICER

Candidate Filing Instructions

8. In contests of candidacy, the Secretary of the State Election Board is the constructive service agent for each candidate who has filed. By the act of filing a Declaration of Candidacy, each candidate is conclusively presumed to have accepted these terms.
9. The Secretary of the State Election Board has the authority (by state law) to reject any Declaration of Candidacy, which on its face shows that the candidate does not meet the qualifications to become a candidate for the office indicated, as set forth in the U.S. Constitution, Oklahoma Constitution or in the Oklahoma Statutes.

Candidates with questions regarding their qualifications for candidacy should consult constitutional and statutory requirements and/or their legal counsel before filing a Declaration of Candidacy.

STATE OF OKLAHOMA

2026 Offices to Be Filled

Congress

One U.S. Senator for a six-year term (U.S. Const. art. 1 § 3)

Five U.S. Representatives, each nominated and elected by district for a two-year term (14 O.S. 2011 § 6.2 and U.S. Const. art. 1 § 2)

District 1

District 2

District 3

District 4

District 5

State Officers

Governor for a four-year term (Okla. Const. art. 6, §§ 3-4)

Lieutenant Governor for a four-year term (Okla. Const. art. 6, §§ 3-4)

Attorney General for a four-year term (Okla. Const. art. 6, §§ 3-4)

State Treasurer for a four-year term (Okla. Const. art. 6, §§ 3-4)

Superintendent of Public Instruction for a four-year term (Okla. Const. art. 6, §§ 3-4)

State Auditor and Inspector for a four-year term (Okla. Const. art. 6, §§ 3-4)

Commissioner of Labor for a four-year term (Okla. Const. art. 6, §§ 1 and 4)

Insurance Commissioner for a four-year term (Okla. Const. art. 6, § 23)

Corporation Commissioner for a six-year term (Okla. Const. art. 9, § 15)

Legislature – State Senate

One Senator nominated and elected from each even-numbered Senate District for a four-year term. (14 O.S. § 80.35.12 et seq.)

State Senator, District 17 for an unexpired term (26 O.S. § 12-110.1)

Legislature – State House of Representatives

One Representative nominated and elected from each of the 101 House of Representatives districts for a two-year term. (14 O.S. § 142 et seq.)

State Representative, District 92 for an unexpired term (26 O.S. § 12-106)

District Attorneys

One District Attorney nominated and elected from each of the 27 districts. (19 O.S. § 215.1 et seq.)

District Judges – Nonpartisan

Seventy-five Judges elected by district and office numbers. (Okla. Const. art. 7, §§ 8-9 and 20 O.S. § 91.1 et seq.)

Associate District Judges – Nonpartisan

One Associate District Judge elected in each county. (Okla. Const. art. 7, §§ 8-9 and 20 O.S. § 91.1 et seq.)



2026 OKLAHOMA DECLARATION OF CANDIDACY

Candidate Filing Checklist

Use this checklist to complete and assemble all required Declaration of Candidacy pages before filing with the Secretary of the State Election Board April 1–3, 2026.

<input type="checkbox"/> DECLARATION OF CANDIDACY Candidate Information, Candidate Qualifications, Criminal History Disclosure and Oath (Sections 1-8)	REQUIRED for all candidates.
<ul style="list-style-type: none">Candidate must personally sign the Declaration of Candidacy where indicated and candidate's signature must be notarized. <p>See Pages 8-10.</p>	
<input type="checkbox"/> CRIMINAL HISTORY DISCLOSURE SUPPLEMENTAL FORM <ul style="list-style-type: none">Must be completed if candidate checks YES to any question in the Criminal History Disclosure section of the Declaration of Candidacy.Provide all requested information. <p>See Page 12.</p>	REQUIRED for candidates who check YES to any question in the Criminal History Disclosure (Section 7) on the Declaration of Candidacy form.
<input type="checkbox"/> FILING FEE (CASHIER'S or CERTIFIED CHECK) <ul style="list-style-type: none">Only a cashier's check or certified check made payable to Secretary of the State Election Board can be accepted.Cash cannot be accepted.A personal check or campaign account check cannot be accepted.All candidate filing fees are nonrefundable. <p>See Page 2.</p>	REQUIRED unless filing by petition. When a candidate submits a filing fee, a petition is not required.
<p>OR Petition in lieu of filing fee</p> <p>PETITION SUPPORTING CANDIDACY</p> <ul style="list-style-type: none">Must contain the required number of signatures in the state or district for the office sought.The number of signatures required for each office and district for which the State Election Board accepts Declarations of Candidacy can be found at https://oklahoma.gov/elections/candidates/2026-candidate-filing-information.html.Email info@elections.ok.gov for more information. <p>See Pages 2 and 3. Petition form included in packet.</p>	REQUIRED unless submitting a filing fee. When a candidate submits a petition bearing the required number of signatures, a filing fee is not required.
<input type="checkbox"/> CANDIDATE QUALIFICATIONS <ul style="list-style-type: none">All candidates must read the qualifications for the office sought before signing the Declaration of Candidacy.Candidates with questions concerning their qualifications for office should consult with their legal counsel. <p>See Appendix A.</p>	REQUIRED for all candidates.
<input type="checkbox"/> FEDERAL ELECTION COMMISSION <ul style="list-style-type: none">Contact information can be found at fec.gov and is included for the convenience of candidates. <p>Direct questions to the FEC.</p>	NOT ACCEPTED by State Election Board.



2026 OKLAHOMA DECLARATION OF CANDIDACY

Candidate Information and Oath

NOTICE: All information provided on the Declaration of Candidacy and supplemental forms will be made available to the public, except address information.

SECTION 1 – Ballot Information (required)

Candidate's name (as it will appear on ballot)

Candidate's legal name

Candidate's registration name, if different from legal name

Title of office sought

District of office sought (if applicable)

SECTION 2 – Party Affiliation Information (required if filing for a partisan office)

Candidate for the:

_____ Party

Independent (no party)

SECTION 3 – Voter Registration Information (required)

Voter ID number

Date of birth

I am a registered voter in:

Precinct # _____

County _____

SECTION 4 – Address Information (required)

Voter registration address

City

State

ZIP code

Residence address

City

State

ZIP code

Mailing address

City

State

ZIP code

SECTION 5 – Contact Information (optional)

Phone

Email

Alternate phone

Website

FOR OFFICE USE ONLY

This declaration is accompanied by (check one):

Check #: _____

Petition # of pages: _____ and # of signatures: _____

Not in person

Received by (initials): _____



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2026 OKLAHOMA DECLARATION OF CANDIDACY

Candidate Information and Oath

Candidate's name
(as it will appear on the ballot):



SECTION 6 – Qualifications (required)

U.S. SENATOR | U.S. REPRESENTATIVE

I am filing as a candidate
for the office of:

United States Senator
 United States Representative

Yes No Do you meet the qualifications for this office as set forth in Article I of the United States Constitution?

SECTION 7 – Criminal History Disclosure (required)

Yes No Have you been convicted, pled guilty or nolo contendere, or otherwise been determined by a court of proper authority in Oklahoma or in another state to be guilty of a misdemeanor involving embezzlement or of a felony under the laws of this state or of the United States?

Yes No If yes, has it been fifteen (15) years or longer since the completion of your sentence?

Yes No Have you been named in an outstanding warrant for arrest for a misdemeanor involving embezzlement or a felony in this or any other state or of the United States?

If you answered YES to any of the above questions, you are required to fill out and sign the Criminal History Disclosure Supplemental Form and include it with your Declaration of Candidacy.

SECTION 8 – Oath and Notarization (required)

I, the undersigned, swear or affirm that the information provided in this Declaration of Candidacy and Criminal History Disclosure Supplemental Form, is true and correct, that I have read the Candidate Qualifications for the office that I seek, that I am fully qualified to become a candidate for said office, and that I will be fully qualified to hold said office, if elected.

Candidate's signature

X _____ Date _____

SEAL

State of _____ County of _____

Signed and sworn to before me on _____ by _____

Date

Name of candidate

My commission expires on _____ Commission Number _____

Signature of Notary Public or Officer Authorized to Administer Oath

Title of Notary Public or Officer Authorized to Administer Oath



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2026 OKLAHOMA DECLARATION OF CANDIDACY

Criminal History Disclosure Supplemental Form

Candidate's name	Title of office sought
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If you have been convicted, pled guilty or nolo contendere, or otherwise been determined by a court of proper authority in Oklahoma or in another state to be guilty of a misdemeanor involving embezzlement or of a felony under the laws of this state or of the United States, or if at this time you are named in an outstanding warrant for arrest for a misdemeanor involving embezzlement or for a felony in the State of Oklahoma or in another state, you are required to complete this Criminal History Disclosure form.

For convictions or pleas to such offenses:

Name of offense	
City, county and state of conviction, plea, or deferral of sentence	Name of court
Date of conviction, plea of guilty or nolo contendere, or deferral of sentence	
Type of sentence received (i.e., payment of fine, suspended or deferred sentence, incarceration in jail or prison)	
Original length of sentence	Date of completion of sentence
Have you received a full and complete pardon for this offense? <input type="checkbox"/> Yes <input type="checkbox"/> No	

For outstanding warrants involving such offenses:

Name of offense	
City, county and state of issuance of outstanding warrant	Name of court
Date of issuance of outstanding warrant	

Candidate's signature

_____ Date _____

Use additional copies of this form if more space is required.

Page _____ of _____



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2026 OKLAHOMA DECLARATION OF CANDIDACY

Petition Supporting a Candidate for Federal, State, or Legislative Office

Candidate's name	Party affiliation	Title of office sought	District (if applicable)	County where circulated
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I, by signing this petition, ask the Secretary of the State Election Board to accept a Declaration of Candidacy from the person named above as a candidate for the office listed above. I, by signing this petition, certify that I am a registered voter in the State of Oklahoma, in the above-named county, and above-named district (if applicable), and that my name, address, and date of signing this petition are as follows:

	Voter's signature (PRINT)	Voter's name (PRINT)	Voter's registration address (PRINT)	City (PRINT)	ZIP code	Date signed MM/DD/YYYY	Voter ID number
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IMPORTANT: Only registered voters of the above-named county and district (if applicable) may sign this petition page. Illegible information may result in the inability to count the voter's signature.

Witnessed by:	Circulator's name (printed)	Circulator's signature
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Oklahoma Candidate Qualifications

United States House of Representatives

United States Senate

United States Representative

United States Constitution, Article I, Section 2, Clause 2:

"No Person shall be a Representative who shall not have attained to the Age of twenty five Years, and been seven Years a Citizen of the United States, and who shall not, when elected, be an Inhabitant of that State in which he shall be chosen."

United States Senator

United States Constitution, Article I, Section 3, Clause 3:

"No person shall be a Senator who shall not have attained to the Age of thirty Years, and been nine Years a Citizen of the United States, and who shall not, when elected, be an inhabitant of that State for which he shall be chosen."



Voter Registration Verification Form for Candidates

You must include this form with your Declaration of Candidacy. The Secretary of the Election Board can only accept your Declaration if the information contained in this form matches the information provided on your Declaration, and if such Declaration meets all other requirements of state law. 26 O.S. Section 5-111.

Name: LAST NAME, FIRST NAME

Voter ID: 000000000 **County:** COUNTY

Birthdate: MM/DD/YYYY

Registration Date: MM/DD/YYYY

Political Affiliation: IND (MM/DD/YYY)

Residence Address:
1234 ELECTION RD.
SOMEWHERE, OK 00000

Mailing Address:

Precinct Number: 000000

Districts:

Congressional: 00

State Senate: 00

State House: 00

County Commissioner: 00

School: SCHOOL DISTRICT
Board District: 00

Municipal: CITY/TOWN
Ward: N/A

Technology Center: OKLAHOMA TECHNOLOGY CENTER
Board District: 00

This form does not apply to candidates for federal office.

If you believe any of the information above is incorrect, please contact your County Election Board Secretary immediately.

OKLAHOMA ETHICS COMMISSION

2026 STATE CANDIDATE INFORMATION

One Election, Two Agencies. In addition to [State Election Board](#) requirements, state candidates must follow the rules & filing requirements of the [Oklahoma Ethics Commission](#).

The **Ethics Commission** governs contributions & expenditures for state & local-level campaigns, including personal funds of the candidate used for the campaign.

Fees, Fines, Legal Action. Failure to register, file required reports, or follow the Ethics Rules may result in enforcement procedures, including assessment of fees or fines, investigations, &/or legal action.

ETHICS COMMISSION RESOURCES

[Website](#) | [Guides](#) | [Ethics Staff](#)

Ethics Commission Website. The Ethics website, www.ethics.ok.gov, is a candidate's one-stop-shop for campaigns. The Ethics website includes links to [The Guardian System](#) (the Commission's electronic filing system), important checklists, the [Ethics Rules](#), & other resources for [state campaigns](#).

Guide for Candidates (State Office). This guide provides a summary of the Ethics Rules & examples of common situations as applied to candidates for state office.

Reporting Calendars. Find printable calendars with important state candidate committee reporting dates on the Ethics website at www.ethics.ok.gov.

Ethics Staff. Contact the Ethics staff for questions about the Ethics Rules, filing requirements, & how to use [The Guardian System](#).

Stay Informed!

Sign up to receive email notifications for Candidate Committees & follow the Commission on Social Media for important information.



Visit ethics.ok.gov & enter your email address at the bottom of the page to receive notifications



Follow the Ethics Commission on X [@EthicsOKgov](#)



Like the Ethics Commission on Facebook at <https://www.facebook.com/EthicsOKgov>

Top Ethics Tips:

1. Read the [Guide for Candidates \(State Office\)](#)
2. Open a campaign bank account **prior to** raising or spending funds
3. Identify committee officers & financial procedures **prior to** raising &/or spending funds
4. Determine when registration will be required for the committee (see "To-Do" list on back page)
5. Maintain records for at least 4 years, regardless of whether you are required to register with the Commission.
6. Contributions include funds, goods, services, & loans
7. Know & calendar the committee's mandatory dissolution date listed at the bottom of reporting calendar
8. If elected, candidates must file an initial Personal Financial Disclosure Statement (PFD) within 30 days of taking office.
9. **Filings are required until a final report is filed, & the committee is dissolved, even if the candidate is not elected.**



https://oklahoma.gov/ethics



(405) 521-3451



ethics@ethics.ok.gov



Oklahoma State Capitol
2300 N. Lincoln Blvd., **Rm. G-27**
OKC, OK 73105

SEE REVERSE SIDE FOR "TO DO" LIST
FOR **ALL** STATE CANDIDATES



Candidate “To-Do” List for **All** State Candidates

The following checklist summarizes some basics for candidates who file Declarations of Candidacy with the State Election Board. This checklist is not comprehensive & does not modify any applicable Ethics Rules.

Item	Description
<input type="checkbox"/> Review the Guide & Rules	<ul style="list-style-type: none"> Guides & Rules are available at www.ethics.ok.gov. The State Candidate Guide summarizes the Ethics Rules that apply to candidates for state office.
<input type="checkbox"/> Prior Committee Information	<p>Does this candidate have an active state-level campaign committee for a prior election?</p> <p>YES: Review the “Transition checklist” at www.ethics.ok.gov for important information on how to transition from one state committee to another state committee, including the 60-day transition period limit.</p> <p>NO: Continue to the next step.</p> <p>NOTE: Federal, County, Municipal & School District Candidates may not transfer or receive funds from State Candidates.</p>
<input type="checkbox"/> Name the Candidate Committee	<p>The candidate committee name must include, but is not limited to, the following:</p> <ol style="list-style-type: none"> the name of the candidate (i.e., full name, first name, middle name &/or last name of candidate); & the year of the General election. <p>Examples: “Doe for House 2026” or “John Doe for Senate 2026” or “Friends of John Doe 2026”</p>
<input type="checkbox"/> Identify Officers for the Committee	<ul style="list-style-type: none"> Required to have at least a Chair & Treasurer (may be same person) Candidate may be the Chair, Treasurer, or both Officers must voluntarily serve & know they are legally responsible for filing timely & accurate reports Maintain up-to-date contact information for <u>each</u> officer in The Guardian System
<input type="checkbox"/> Open a Candidate Committee Depository (i.e., Bank, Credit Union, or Other Financial Institution)	<ul style="list-style-type: none"> See www.irs.gov for details on how to obtain an EIN (Employer Identification Number). Depository account name must be the full name of committee (e.g., Doe for House 2026) Depository must regularly do business in Oklahoma <p>NOTE: All campaign funds expended & received should go through the committee’s depository account—including the candidate’s personal funds. A candidate who spends personal funds for his or her campaign may be reimbursed with candidate committee funds within 90 days. After the 90 days, non-reimbursed expenses are considered contributions to the campaign from the candidate, must be reported accordingly, & are non-reimbursable.</p>
<input type="checkbox"/> Determine When to Register a Candidate Committee with the Ethics Commission	<ul style="list-style-type: none"> Has in excess of \$1,000 been raised for the campaign? Has in excess of \$1,000 been spent on the campaign (includes candidate’s personal funds & filing fees paid to the election board)? <p>YES: A “yes” to either question means the committee is required to file a Statement of Organization with the Ethics Commission, in The Guardian System, within 10 days of spending or receiving over \$1,000. Access The Guardian System at www.ethics.ok.gov. Registration is not complete until the registration/administration fee is paid. This fee may be paid using candidate committee funds.</p> <p>NO: A “no” to both questions means a committee can, but is not required to, file a Statement of Organization. Once over \$1,000 has been spent or received for the campaign, a Statement of Organization is required to be filed within 10 days in The Guardian System. If \$1,000 threshold not exceeded, registration is not required.</p>
<input type="checkbox"/> File Required Reports if Required to Register	<p>Reports may be due quarterly, two weeks before an election, or within 24 hours of receipt of a contribution. If a candidate committee is required to register with the Ethics Commission, it is required to file reports until the committee is dissolved AND a final report is filed in accordance with the Ethics Rules. View reporting calendars at www.ethics.ok.gov.</p>
<input type="checkbox"/> After Election Is Decided	<p>Was the candidate elected to office?</p> <p>YES: (1) Newly elected officers must file an Initial Personal Financial Disclosure Statement (PFD) within 30 days of taking office. Thereafter, the elected officer will file an annual PFD by May 15th; & (2) Continue filing reports until the committee is dissolved AND a final report is filed. Calendar the mandatory dissolution date.</p> <p>NO: Candidates who were not elected must (1) dissolve their committee within 2 years following the general election; & (2) file reports until the committee is dissolved AND a final report is filed. Calendar the mandatory dissolution date.</p>