



Yakima County Voters' Guide

Administrative Rules 2020

These rules and deadlines only apply to County Commissioner positions.

Candidates for other offices need to contact the [Office of the Secretary of State, Elections Division](#).

deadline | **Friday, May 22**
for statement and photo | **4pm**

Administrative rules were developed in 1989 in conjunction with the first local voters' pamphlet published in Yakima County. The following rules represent the current rules in their entirety for an online voter guide. The rules, as adopted by the Yakima County Auditor, contain dates that change from year to year. Solely changing these dates and deadlines will not result in amending the administrative rules.

These administrative rules were amended and adopted the 28th day of April, 2020 by the Yakima County Auditor.

Yakima County Auditor's Office | Elections Division

128 N 2nd St Rm 117; Yakima WA 98901
PO Box 12570; Yakima WA 98909

www.yakimacounty.us/vote
iVote@co.yakima.wa.us

509.574.1340
1.800.833.0569

date	event
May 11-15	Candidate filing week
May 22; 4:00pm	Deadline for submitting candidate statements & photo; no exceptions
May 26	Candidate to be notified if any portion of statement is rejected
May 29	Candidate can appeal rejection or submit new or revised statement
June 2	Deadline for decision on candidate appeal (final)
June 19	Online Local Voters' Guide posted for Primary www.yakimacounty.us/vote
June 19	Military/Overseas ballots mailed for Primary
July 17	Ballots available for Primary
August 4	Primary
August 18	Primary certified
September 18	Online Local Voters' Guide posted for General Election www.yakimacounty.us/vote
September 18	Military/Overseas ballots mailed for General Election
October 16	Ballots available for General Election
November 3	General Election
November 24	General Election certified

YCE Voters' Guide Rules

deadline

Friday
May 22
4 pm

All statements must be submitted to the Yakima County Auditor's Office, Elections Division by 4:00 p.m., Friday, May 22.

It is your responsibility to ensure the Auditor's Office has received your statement and photo prior to the deadline. The Yakima County Auditor will not grant an extension beyond the deadline, no exceptions.

Late submissions will be rejected. No exceptions.

statement rules and information

1 photograph

The Auditor's office does not retain hard copy, digital, or electronically submitted photos from previous voter guides for candidates to reuse.

You may submit one portrait of your head and shoulders. The Auditor's office will adjust or crop photos as necessary.

Your photograph must be:

- Sufficiently recent to be a good likeness of you.
- Absent of a uniform that conveys your profession or suggests that you have held public office.
Examples of such clothing or insignia include, but are not limited to, judicial robes, law enforcement or military uniforms, or official seals or symbols.
- Absent of logos, insignias, pins, or buttons.

Please use a neutral background for best results.

Digital photos are preferred in .jpg format. Please be aware that, if a photo is submitted as part of a Word document or PDF, the clarity will be degraded.

If a hard copy photo is submitted, please print your name and office being sought on the back of the photo. Hard copy photos are returned after December 1.

Candidate party preference is posted as required in WAC 434-230-045.

sample of statement sections



**Candidate
Name**

Prefers Sample Party

2

Contact Information

You may submit the following campaign contact information to be published with your statement.

- phone number
- email
- campaign website

Contact information does not count toward the maximum word limits, but long web address such as Facebook or blogs are not allowed.

3

Biography

You may provide a 100 word biography. You must use the following headings, which do not count toward the word limit.

Stay within the word limit. Once submitted, corrections and changes are not allowed. Submissions are shortened by deleting full sentences, starting from the end of the biographical information until the word limit is reached.

Lists will be combined with semi-colons. If you leave a heading blank, *no information submitted* will be inserted next to that heading.

- elected experience
- other professional experience
- education
- community service

4

Statement

Statements are limited to 100 words.

Statements that are more than 100 words will be shortened by deleting full sentences from the end until the word limit is reached.

Stay within the word limit. Once submitted, corrections and changes are not allowed.

Hyphenated words are counted as two words. Prefixes such as pre-tax or mid-January count as one word.

sample of statement sections

Contact Information:

(000) 123-4567;
info@georgewashington.com;
www.georgewashington.com

Elected Experience

Virginia provincial legislature, representing Frederick County in the House of Burgesses. Former Commander-in-Chief of the Continental Army during the American Revolutionay War.

Other Professional Experience

Former Commander-in-Chief of the Continental Army during the American Revolutionay War.

Education

No formal education, but studied mathematics, trigonometry, and surveying.

Community Service

Virginia provincial legislature, representing Frederick County in the House of Burgesses. Former Commander-in-Chief of the Continental Army during the American Revolutionay War.

Statement

George Washington, a retired general, had no aspiration beyond the humble and happy lot of living and dying a private citizen. However, his peers and the American people at large spread rumours declaring he would likely be elected the first President.

As the first president, he was aware of the responsibility of defining the powers of the office. He believed that the precedents he set must make the presidency powerful enough to function effectively in government, but at the same time these practices could not show any tendency toward monarchy or dictatorship.

statement content

Your statement should pertain to you and your candidacy. Why should voters cast their ballot for you? What do you want to accomplish if elected?

Write what you stand for or support. Offer your vision. Be positive and avoid criticism of opponents. Avoid technical terms and abbreviations that may not be understood.

Any libelous or otherwise inappropriate statement(s) including obscene, profane or defamatory statements will result in the removal of the entire inappropriate sentence or sentences.

Your statement will be reformatted if it does not follow the formatting and style standards

statement formatting and style

In order to maintain standards of readability and to ensure consistency in format throughout the voters' guide, the following formatting and style standards have been established:

All statements will be typeset in block paragraph style with a double space between paragraphs.

Tables, lists denoted by a colon, enumerated items and bullets are not allowed. Text must be written in paragraphs.

Bolding, underlining, and ALL CAPS are *not* allowed. Use only *italics* to emphasize words or phrases.

We suggest short concise sentences arranged in two or three short paragraphs.

example:

Correct	Incorrect
I approve of <i>justice for all</i> , fairness of the law, and rehabilitation.	I approve of: <ul style="list-style-type: none">• JUSTICE for all• Fairness of the law• <u>Rehabilitation</u>

proofing

Prepare and edit your statement carefully. Once you submit your statement, you cannot make changes or corrections. The elections division does not correct spelling, punctuation, or typographical errors. Statement content is printed as submitted if it complies with content rules.

rejections

All submissions are subject to review by the Auditor's Office. You will be notified if any portion of your statement is rejected. You will have three (3) business days after notification of the rejection to appeal in writing or submit a re-written statement. A second rejection is final, due to time limitations.

The County Auditor and Prosecuting Attorney review appeals. A decision on your appeal will be made within two (2) business days and the decision is final.

appearance

If you appear on the Primary ballot, your statement will be posted online 45 days before the Primary.

If you advance to the General Election, the same statement and photo will be used. You may *not* submit a new statement or photo after the Primary.

Write-in candidates are not included in the voters' pamphlet unless a write-in candidate at the Primary successfully advances to the General Election.

Candidate statements shall appear in the closest possible order that they are designated on the ballot.

no submission

Candidates who do not submit a statement shall have *no statement submitted* listed next to his/her name.

translations

As required by Section 203 of the Voting Rights Act, Yakima County provides all election information in English and Spanish. Candidate statements are translated only by election staff.

disclaimer

This disclaimer will appear in substantially the following form below each statement: "Candidate statements are posted exactly as submitted. The County Auditor has no editorial authority."

public information

RCW 29A.32.100

Candidate statements are not available for public inspection or copying until (1) all statements by all candidates who have filed for a particular office have been received, or (2) the deadline for submission of statements has elapsed.