Municipality of Anchorage

Filing for Anchorage Assembly 2023

MOA Election Center
619 East Ship Creek Avenue, Door D, Anchorage, Alaska 99501
(PO Box 196659, Anchorage, Alaska 99519)
Telephone: 907-243-VOTE (8683) Fax: 907-343-4313

OR

Office of the Municipal Clerk
632 West 6th Avenue, Suite 250, Anchorage, Alaska 99501

Terms end 2026

- District 1 - Seat B – North Anchorage (Formerly Downtown Anchorage)
- District 2 - Seat C – Chugiak, Eagle River, JBER
- District 3 - Seat E – West Anchorage
- District 4 - Seat G – Midtown Anchorage
- District 5 -Seat I – East Anchorage
- District 6 - Seat K – South Anchorage, Girdwood, Turnagain Arm

MUNICIPALITY OF ANCHORAGE

Office of the Clerk

Instructions for Assembly Candidates

Filing period opens on Friday, January 13, 2023, at 8:00 a.m. and closes on Friday, January 27, 2023, at 5:00 p.m. The following three documents must be completed and filed at the MOA Election Center, 619 East Ship Creek Avenue, Door D (east side of building), Anchorage, Alaska; *OR* at the Office of the Municipal Clerk at City Hall, 632 West 6th Avenue, Suite 250; *OR* completed and faxed to 907-343-4313; OR completed and emailed to elections@anchorageak.gov, provided there is an original signature notarized consistent with law (no computer-generated signatures are allowed).

1. Declaration of Candidacy Form *This form must be notarized.*	• If you have questions about the form, call the MOA Election hotline at 907-243-VOTE (8683). • Notary service is available at the MOA Election Center or the Municipal Clerk's Office. • An original signature is required; no computer-generated signatures are allowed.
2. Confidential Identifier Form	• This information is kept **confidential**. • Required identifier must be one of the following: Birth date, voter ID number, or last four digits of your Social Security number.
3. Hard copy of your Alaska Public Offices Commission (APOC) Public Official Financial Disclosure (POFD) form that has been filed with the State of Alaska.	• Print and turn in the Alaska Public Offices Commission (APOC) Public Official Financial Disclosure (POFD) form, electronically filed at my.alaska.gov. • **Direct questions about filing the APOC POFD form to:** Alaska Public Offices Commission 2221 E Northern Lights Blvd, #128 Anchorage, AK 99508-4149; Phone: 907-276-4176

To withdraw, file a withdrawal notice:

Candidate Withdrawal Statement (if applicable) *This form must be notarized.* *File the withdrawal before 5:00 p.m. on Tuesday, January 31, 2023, to ensure your name is removed from subsequent notices and the ballot.*	• Submit the Candidate Withdrawal Statement to the MOA Election Center *or* the Municipal Clerk's Office. • Notary service is available at the MOA Election Center *and* the Municipal Clerk's Office. • If the Candidate Withdrawal Statement is filed after 5:00 p.m. on January 31, 2023, the Municipal Clerk has the sole discretion to remove the candidate's name from subsequent notices and the ballot.

If you are elected, you will then need to file the following form:

Disclosure of Economic Interest in a Municipal Contract or Business by a Public Servant (formerly the Municipal Financial Disclosure Form)	• Within 30 days of commencement of service, you must file a written disclosure of whether or not you or a member of your immediate family or household has an economic interest in a municipal contract or in an entity engaging in business with the municipality. (Per AMC 1.15.100)

The following documents have been included in this packet for your information:

- Declaration of Candidacy
  - Each seat has a separate form in this packet. Please fill out and turn in ***only*** the form for the seat for which you wish to run.
- Confidential Identifier Form
- Candidate Withdrawal Request Form
- Alaska Public Offices Commission (APOC) Municipal Candidate Handout
- Excerpts from the Anchorage Charter
- Excerpts from the Anchorage Municipal Code
- 2023 Election Calendar

Municipality of Anchorage

Declaration of Candidacy

DISTRICT 1 - SEAT B - North Anchorage (Formerly Downtown Anchorage)

Term ends 2026

I hereby declare my candidacy for an Assembly Seat for the Municipality of Anchorage, and agree to serve, if elected, for the remaining portion of the 3-year term, expiring upon certification of the April 2026 Regular Municipal Election. I do hereby swear (affirm) that:

(1) I am a qualified voter of Anchorage;
(2) I have been a resident of **Assembly District 1** for at least one year; *and*
(3) I commit to remain a resident of **Assembly District 1** while in office.

It is further understood that I may withdraw my declaration of candidacy at any time by filing a statement under oath with the Municipal Clerk in accordance with AMC 28.30.030D. I understand that if I file my request to withdraw after 5:00 p.m. on January 31, 2023, the Municipal Clerk has the sole discretion to remove my name from subsequent notices and the ballot.

The following information will appear on the municipal election website. Please write legibly.

_____ _____
Candidate Name **Name as it should appear on ballot**

_____
Residence Address, City, State, and Zip Code

_____
Mailing Address, City, State, and Zip Code

_____ _____
Phone Number Office Phone Number & Fax Number

_____ _____
Email Address Website Address

I hereby swear (affirm) that the above declaration and all statements contained herein are true and correct.

_____ DATED THIS _____ day of _____, 2023
Signature of Candidate

State of Alaska)
)SS
Third Judicial District)

THIS IS TO CERTIFY that on this _____ day of _____, 2023, before me the undersigned, a Notary Public in and for the State of Alaska, personally appeared _____ known to me and known to be the individual named in and who executed the foregoing instrument and he/she acknowledged to me that he/she signed the same freely and voluntarily for the uses and purposes therein stated.

WITNESS my hand and official seal the day and year last written above.

_____
Notary Public in and for Alaska
My Commission expires: _____

Rev. 08/2022

Municipality of Anchorage

Declaration of Candidacy

DISTRICT 1 - SEAT B – North Anchorage (Formerly Downtown Anchorage)

Term ends 2026

CONFIDENTIAL

Please provide one identifier to verify your status as a registered voter. This information will remain confidential. This form will not be posted on the website. Please write legibly.

Candidate's Full Legal Name: _____

Candidate's Identifier: _____
(Birthdate, voter number, or last four digits of Social Security Number)

Municipality of Anchorage

Declaration of Candidacy

DISTRICT 2 - SEAT C – Chugiak, Eagle River, JBER

Term ends 2026

I hereby declare my candidacy for an Assembly Seat for the Municipality of Anchorage, and agree to serve, if elected, for a 3-year term, expiring upon certification of the April 2026 Regular Municipal Election. I do hereby swear (affirm) that:

(1) I am a qualified voter of Anchorage;
(2) I have been a resident of **Assembly District 2** for at least one year; *and*
(3) I commit to remain a resident of **Assembly District 2** while in office.

It is further understood that I may withdraw my declaration of candidacy at any time by filing a statement under oath with the Municipal Clerk in accordance with AMC 28.30.030D. I understand that if I file my request to withdraw after 5:00 p.m. on January 31, 2023, the Municipal Clerk has the sole discretion to remove my name from subsequent notices and the ballot.

The following information will appear on the municipal election website. Please write legibly.

_____ _____
Candidate Name **Name as it should appear on ballot**

_____
Residence Address, City, State, and Zip Code

_____
Mailing Address, City, State, and Zip Code

_____ _____
Phone Number Office Phone Number & Fax Number

_____ _____
Email Address Website Address

I hereby swear (affirm) that the above declaration and all statements contained herein are true and correct.

_____ DATED THIS _____ day of _____, 2023
Signature of Candidate

State of Alaska)
)SS
Third Judicial District)

THIS IS TO CERTIFY that on this _____ day of _____, 2023, before me the undersigned, a Notary Public in and for the State of Alaska, personally appeared _____ known to me and known to be the individual named in and who executed the foregoing instrument and he/she acknowledged to me that he/she signed the same freely and voluntarily for the uses and purposes therein stated.

WITNESS my hand and official seal the day and year last written above.

_____
Notary Public in and for Alaska
My Commission expires: _____

Rev. 08/2022

Municipality of Anchorage

Declaration of Candidacy

DISTRICT 2 – SEAT C – Chugiak, Eagle River, JBER

Term ends 2026

CONFIDENTIAL

Please provide one identifier to verify your status as a registered voter. This information will remain confidential. This form will not be posted on the website. Please write legibly.

Candidate's Full Legal Name: _____

Candidate's Identifier: _____
(Birthdate, voter number, or last four digits of Social Security Number)

Municipality of Anchorage

Declaration of Candidacy

DISTRICT 3 - SEAT E - West Anchorage

Term ends 2026

I hereby declare my candidacy for an Assembly Seat for the Municipality of Anchorage, and agree to serve, if elected, for a 3-year term, expiring upon certification of the April 2026 Regular Municipal Election. I do hereby swear (affirm) that:

(1) I am a qualified voter of Anchorage;
(2) I have been a resident of **Assembly District 3** for at least one year; *and*
(3) I commit to remain a resident of **Assembly District 3** while in office.

It is further understood that I may withdraw my declaration of candidacy at any time by filing a statement under oath with the Municipal Clerk in accordance with AMC 28.30.030D. I understand that if I file my request to withdraw after 5:00 p.m. on January 31, 2023, the Municipal Clerk has the sole discretion to remove my name from subsequent notices and the ballot.

The following information will appear on the municipal election website. Please write legibly.

_____ _____
Candidate Name **Name as it should appear on ballot**

_____
Residence Address, City, State, and Zip Code

_____
Mailing Address, City, State, and Zip Code

_____ _____
Phone Number Office Phone Number & Fax Number

_____ _____
Email Address Website Address

I hereby swear (affirm) that the above declaration and all statements contained herein are true and correct.

_____ DATED THIS _____ day of _____, 2023
Signature of Candidate

State of Alaska)
)SS
Third Judicial District)

THIS IS TO CERTIFY that on this _____ day of _____, 2023, before me the undersigned, a Notary Public in and for the State of Alaska, personally appeared _____ known to me and known to be the individual named in and who executed the foregoing instrument and he/she acknowledged to me that he/she signed the same freely and voluntarily for the uses and purposes therein stated.

WITNESS my hand and official seal the day and year last written above.

_____
Notary Public in and for Alaska
My Commission expires: _____

Municipality of Anchorage

Declaration of Candidacy

DISTRICT 3 - SEAT E - West Anchorage

Term ends 2026

CONFIDENTIAL

Please provide one identifier to verify your status as a registered voter. This information will remain confidential. This form will not be posted on the website. Please write legibly.

Candidate's Full Legal Name: _____

Candidate's Identifier: _____
(Birthdate, voter number, or last four digits of Social Security Number)

Municipality of Anchorage

Declaration of Candidacy

DISTRICT 4 - SEAT G - Midtown Anchorage

Term ends 2026

I hereby declare my candidacy for an Assembly Seat for the Municipality of Anchorage, and agree to serve, if elected, for a 3-year term, expiring upon certification of the April 2026 Regular Municipal Election. I do hereby swear (affirm) that:

(1) I am a qualified voter of Anchorage;
(2) I have been a resident of **Assembly District 4** for at least one year; *and*
(3) I commit to remain a resident of **Assembly District 4** while in office.

It is further understood that I may withdraw my declaration of candidacy at any time by filing a statement under oath with the Municipal Clerk in accordance with AMC 28.30.030D. I understand that if I file my request to withdraw after 5:00 p.m. on January 31, 2023, the Municipal Clerk has the sole discretion to remove my name from subsequent notices and the ballot.

The following information will appear on the municipal election website. Please write legibly.

_____ _____
Candidate Name **Name as it should appear on ballot**

_____
Residence Address, City, State, and Zip Code

_____
Mailing Address, City, State, and Zip Code

_____ _____
Phone Number Office Phone Number & Fax Number

_____ _____
Email Address Website Address

I hereby swear (affirm) that the above declaration and all statements contained herein are true and correct.

_____ DATED THIS _____ day of _____, 2023
Signature of Candidate

State of Alaska)
)SS
Third Judicial District)

THIS IS TO CERTIFY that on this _____ day of _____, 2023, before me the undersigned, a Notary Public in and for the State of Alaska, personally appeared _____ known to me and known to be the individual named in and who executed the foregoing instrument and he/she acknowledged to me that he/she signed the same freely and voluntarily for the uses and purposes therein stated.

WITNESS my hand and official seal the day and year last written above.

_____
Notary Public in and for Alaska
My Commission expires: _____

Municipality of Anchorage

Declaration of Candidacy

DISTRICT 4 - SEAT G - Midtown Anchorage

Term ends 2026

CONFIDENTIAL

Please provide one identifier to verify your status as a registered voter. This information will remain confidential. This form will not be posted on the website. Please write legibly.

Candidate's Full Legal Name: _____

Candidate's Identifier: _____
(Birthdate, voter number, or last four digits of Social Security Number)

Municipality of Anchorage

Declaration of Candidacy

DISTRICT 5 - SEAT I - East Anchorage

Term ends 2026

I hereby declare my candidacy for an Assembly Seat for the Municipality of Anchorage, and agree to serve, if elected, for a 3-year term, expiring upon certification of the April 2026 Regular Municipal Election. I do hereby swear (affirm) that:

(1) I am a qualified voter of Anchorage;
(2) I have been a resident of **Assembly District 5** for at least one year; *and*
(3) I commit to remain a resident of **Assembly District 5** while in office.

It is further understood that I may withdraw my declaration of candidacy at any time by filing a statement under oath with the Municipal Clerk in accordance with AMC 28.30.030D. I understand that if I file my request to withdraw after 5:00 p.m. on January 31, 2023, the Municipal Clerk has the sole discretion to remove my name from subsequent notices and the ballot.

The following information will appear on the municipal election website. Please write legibly.

_____ _____
Candidate Name **Name as it should appear on ballot**

_____
Residence Address, City, State, and Zip Code

_____
Mailing Address, City, State, and Zip Code

_____ _____
Phone Number Office Phone Number & Fax Number

_____ _____
Email Address Website Address

I hereby swear (affirm) that the above declaration and all statements contained herein are true and correct.

_____ DATED THIS _____ day of _____, 2023
Signature of Candidate

State of Alaska)
)SS
Third Judicial District)

THIS IS TO CERTIFY that on this _____ day of _____, 2023, before me the undersigned, a Notary Public in and for the State of Alaska, personally appeared _____ known to me and known to be the individual named in and who executed the foregoing instrument and he/she acknowledged to me that he/she signed the same freely and voluntarily for the uses and purposes therein stated.

WITNESS my hand and official seal the day and year last written above.

_____
Notary Public in and for Alaska
My Commission expires: _____

Municipality of Anchorage

Declaration of Candidacy

DISTRICT 5 - SEAT I - East Anchorage

Term ends 2026

CONFIDENTIAL

Please provide one identifier to verify your status as a registered voter. This information will remain confidential. This form will not be posted on the website. Please write legibly.

Candidate's Full Legal Name: _____

Candidate's Identifier: _____
(Birthdate, voter number, or last four digits of Social Security Number)

Municipality of Anchorage

Declaration of Candidacy

DISTRICT 6 - SEAT K - South Anchorage, Girdwood, Turnagain Arm

Term ends 2026

I hereby declare my candidacy for an Assembly Seat for the Municipality of Anchorage, and agree to serve, if elected, for a 3-year term, expiring upon certification of the April 2026 Regular Municipal Election. I do hereby swear (affirm) that:

(1) I am a qualified voter of Anchorage;
(2) I have been a resident of **Assembly District 6** for at least one year; *and*
(3) I commit to remain a resident of **Assembly District 6** while in office.

It is further understood that I may withdraw my declaration of candidacy at any time by filing a statement under oath with the Municipal Clerk in accordance with AMC 28.30.030D. I understand that if I file my request to withdraw after 5:00 p.m. on January 31, 2023, the Municipal Clerk has the sole discretion to remove my name from subsequent notices and the ballot.

The following information will appear on the municipal election website. Please write legibly.

_____ _____
Candidate Name **Name as it should appear on ballot**

_____
Residence Address, City, State, and Zip Code

_____
Mailing Address, City, State, and Zip Code

_____ _____
Phone Number Office Phone Number & Fax Number

_____ _____
Email Address Website Address

I hereby swear (affirm) that the above declaration and all statements contained herein are true and correct.

_____ DATED THIS _____ day of _____, 2023
Signature of Candidate

State of Alaska)
)SS
Third Judicial District)

THIS IS TO CERTIFY that on this _____ day of _____, 2023, before me the undersigned, a Notary Public in and for the State of Alaska, personally appeared _____ known to me and known to be the individual named in and who executed the foregoing instrument and he/she acknowledged to me that he/she signed the same freely and voluntarily for the uses and purposes therein stated.

WITNESS my hand and official seal the day and year last written above.

_____
Notary Public in and for Alaska
My Commission expires: _____

Municipality of Anchorage

Declaration of Candidacy

DISTRICT 6 - SEAT K - South Anchorage, Girdwood, Turnagain Arm

Term ends 2026

CONFIDENTIAL

Please provide one identifier to verify your status as a registered voter. This information will remain confidential. This form will not be posted on the website. Please write legibly.

Candidate's Full Legal Name: _____

Candidate's Identifier: _____
(Birthdate, voter number, or last four digits of Social Security Number)

Municipality of Anchorage
Candidate Withdrawal Statement

I, _____, hereby withdraw my candidacy for the

office of _____– Seat _____, for the Municipality of Anchorage April 4, 2023, Regular Municipal Election. If I file this form before 5:00 p.m. on January 31, 2023, my name will not be published on any subsequent notice or ballot.

I hereby swear (affirm) that the above declaration and all statements contained herein are true and correct.

_____ DATED THIS _____ day of _____, 2023

Signature of Candidate

State of Alaska)
)SS
Third Judicial District)

THIS IS TO CERTIFY that on this _____ day of _____, 2023, before me the undersigned, a Notary Public in and for the State of Alaska, personally appeared _____ known to me and known to be the individual named in and who executed the foregoing instrument and he/she acknowledged to me that he/she signed the same freely and voluntarily for the uses and purposes therein stated.

WITNESS my hand and official seal the day and year last written above.

_____
Notary Public in and for Alaska
My Commission expires: _____

Alaska Public Offices Commission

MUNICIPAL ELECTIONS

Please read this document carefully for important information about starting your campaign.

This information is presented only as an overview of your disclosure requirements. It is your responsibility to familiarize yourself and your campaign workers with the statutes and regulations to ensure you that you are in compliance with the law. Please visit the APOC homepage at www.doa.alaska.gov/apoc for further information, training opportunities, and to remain updated about your requirements and responsibilities as a candidate.

Unless they meet specific criteria found in AS 15.13.040(m)(1), **candidates must file all forms and reports electronically** through myAlaska. Many Alaskans already have a myAlaska account to apply for their Permanent Fund Dividend. You may use this same account for APOC purposes. Candidates have the option to allow others to view their filings, but this access is specific to APOC services only.

FORMS TO GET STARTED

Letter of Intent: Must be filed with the APOC *before* any candidate engages in campaign activity. A Letter of Intent allows the candidate to begin accepting and spending contributions and may be filed 18 months prior to the date of the election. However, if a candidate files their Declaration of Candidacy first, they do not need to file a Letter of Intent.

The Declaration of Candidacy: Municipal candidates file their Declaration with their specific Municipal Clerk's Office. The Declaration of Candidacy is what gets a municipal candidate's name on the ballot. Check with your Municipal Clerk's Office to find out when your filing period opens and closes.

Public Official Financial Disclosure Statement: Must be filed with the Declaration of Candidacy at the Municipal Clerk's Office. Some municipalities have opted out of the requirement of filing a Public Official Financial Disclosure Statement. Check with your municipal clerk to be sure that you are complying with the requirements of your municipality.

Candidate Registration: Must be filed **within 7 days** after filing the Declaration of Candidacy with the Municipal Clerk's Office. The registration provides your campaign contact information, designates your campaign committee, and your campaign depository. Candidates may amend registrations as needed. **Until a candidate files their registration, designating a Treasurer or Deputy Treasurers, only the candidate may accept/expend campaign funds.**

Municipal Exemption Statement: May be filed by ***municipal*** candidates instead of the Candidate Registration form who do not intend on exceeding $5,000 in campaign activity, including any personal money that they may use. As long as they remain under the $5,000 threshold, exempt candidates are not required to file regular campaign disclosure reports. However, please note that exempt candidates are still subject to the campaign disclosure laws that apply to all candidates; including, but not limited to, applicable contribution limits, maintenance of contribution and

expenditure records, and the requirement that ads, yard signs, and other campaign materials include "paid for by" identifiers as required under AS 15.13.090 and 2 AAC 50.306 (see pg. 3).

Candidate Reimbursement Notification: If candidates loan personal funds to their campaign with the intent to repay themselves after the election, they MUST file a Candidate Reimbursement Form **within 5 days** of depositing personal funds into their campaign account. The maximum limit a municipal candidate can loan and recover is $5,000. HOWEVER, if the candidate is able to reimburse their personal contributions from the campaign account **within 72 hours** they may do so, and they do NOT need to file the Reimbursement Form.

CAMPAIGN DISCLOSURE REPORTS

Candidates, who are not exempt, are required to disclose financial information about their campaigns. The purpose of a campaign disclosure report is to provide a snapshot of a candidate's activity during a specific reporting period. The **reporting period** is the time period covered by a campaign disclosure report. A **due date** is the date when a report is due, and comes three days after the end of a reporting period. The three days allows a treasurer time to complete the report.

The number of reports filed by municipal candidates will vary depending on when the campaign begins. If a candidate filed a Letter of Intent on or before February 1st, they will begin with a **Year Start Report,** due February 15th. Otherwise the cycle will begin with a **30 Day Report** (due 30 days before the election), **7 Day Report** (due 7 days before the election) and a **105 Day Report** (which should be a final report and is due 105 days after the election). In addition, during the 9 days before an election, candidates must report the contributor name and the amount of all monetary and non-monetary contributions, from a single source, over $250 (i.e. $250.01) within 24 hours of receipt. Candidates may need to report each day during that period, or not at all.

OTHER START UP CONSIDERATIONS

Only the candidate, a registered treasurer or a registered deputy treasurer may spend money and accept contributions on behalf of the campaign. Any action by a treasurer or registered deputy treasurer is considered an action of the candidate. The campaign must keep all records that substantiate financial activity for a period of 6 years after the date of the election.

If a registered treasurer or deputy treasurer makes a purchase on behalf of the campaign using personal funds, it is a non-monetary contribution to the campaign (against their individual $500 contribution limit) unless it is reimbursed. **Reimbursements to a treasurer/deputy treasurer must be made within the same reporting period that the contribution was made and may not exceed $500.**

Campaign contributions held by a candidate may be used only to pay for the expenses made/incurred by the candidate that reasonably relate to election campaign activities. Campaign contributions held by a candidate may not be: used to give a personal benefit to the candidate or another person, converted to personal income of the candidate, loaned to a person, knowingly used to pay more than the fair market value for goods or services purchased for the campaign, pay for civil penalties, or used to make contributions to another candidate or group.

PAID FOR BY IDENTIFIERS

Alaska Statute 15.13.090 and Regulation 2 AAC 50.306 require a paid for by identifier on all political communications. For candidate campaigns, print or video communications (i.e. newspaper ads, videos, Facebook pages, yard signs, etc.) must have the visible identifier:

"paid for by" followed by the name and address of the candidate

The paid for by identifier on all video communications must remain on screen throughout the entire communication.

Audible communications (i.e. radio ads, videos with sound, robo calls, etc.) must have the audible identifier:

"This communication was paid for by (candidate's name only)"

If the communication has both a print/video and audio component (i.e. commercials, YouTube videos, etc.) it must have both a visual and audible disclaimer. The paid for by identifier on all video communications must remain on screen throughout the entire communication. Fixing missing or incomplete paid for by disclaimers costs time and money for a campaign, and can result in civil penalties.

CIVIL PENALTIES

Civil penalties apply to candidates who violate campaign disclosure law. Violations include failure to file a campaign disclosure report on time or failure to file a complete and accurate campaign disclosure report. **Even if you are filing a report indicating that you have had no activity in that report period, you will be assessed a civil penalty if the report is late.** It is YOUR responsibility, as the filer, to familiarize yourself (and your campaign workers) with the campaign disclosure law requirements and reporting deadlines. Penalties range from $50 to $500 a day depending on the report.

Review the APOC website for further reporting requirements. This information is only meant to provide you with an initial overview of your requirements as you begin your campaign. Do not hesitate to call APOC staff if you have questions. Thank you!

Contact Information

Anchorage Office
2221 East Northern Lights Blvd
Rm 128
Anchorage, AK 99508
Phone: (907) 276-4176
Toll Free: (800) 478-4176
Fax: (907) 276-7018

Juneau Office
P.O. Box 110222
240 Main Street, #201
Juneau, AK 99811-0222
Phone: (907) 465-4864
Toll Free: (866)
465-4864 Fax: (907)
465-4832

Website: www.doa.alaska.gov/apoc
Information Email: apoc@alaska.gov
File Forms and Reports at: https://my.alaska.gov/

Alaska Campaign Annual Contribution Limits – AS 15.13

FROM	TO CANDIDATE	TO GROUP & NON-GROUP ENTITY	TO POLITICAL PARTY	TO IE GROUP, INITIATIVE APPLICATION GROUP, & BALLOT GROUP
Authority	AS 15.13.070	AS 15.13.070	AS 15.13.070	AS 15.13.065(c)
Individual (AK resident)	**Unlimited**	**Unlimited**	**$5,000**	**Unlimited**
Individual (non-resident)	**Unlimited**	**Unlimited**	**$5,000**	**Unlimited**
Corporations, Business Organizations, Unions	**Prohibited** AS 15.13.074(f)	**Prohibited** AS 15.13.074(f)	**Prohibited** AS 15.13.074(f)	**Unlimited**
Group (based in Alaska)	**$1,000**	**$1,000**	**$1,000**	**Unlimited**
Group (based outside Alaska)	**Prohibited**	**$1,000** Must first register with APOC*	**$1,000** Must first register with APOC*	**Unlimited**
Nongroup Entity (based in Alaska)	**$1,000**	**$1,000**	**$1,000**	**Unlimited**
Nongroup Entity (based outside Alaska)	**Prohibited**	**$1,000** Must first register with APOC	**$1,000** Must first register with APOC	**Unlimited**
Political Party	Municipal **$5,000** House **$10,000** Senate **$15,000** Lt. Gov./Gov. **$100,000**	**$1,000**	**Unlimited**	**Unlimited**
Foreign Nationals	**Prohibited** Foreign nationals are prohibited from making expenditures or contributions in Alaska elections only to the extent prohibited or permitted by Federal law. AS 15.13.068.			

* Groups based outside Alaska must ensure their received contributions comply with Alaska limitations before making contributions to groups based in Alaska or to a political party. Groups based in Alaska may not receive contributions from a group based outside Alaska whose received contributions do not comply with Alaska limitations, as such contributions are prohibited.

Individuals, Persons, and Groups may be required to fill out Form 15-5 Statements of Contribution and/or Form 15-6 Statements of Independent Expenditure where applicable. Please see our Forms page.

Anchorage Municipal Charter

ARTICLE IV. - THE ASSEMBLY

Section 4.01. - Power, composition and apportionment.

The legislative power of Anchorage is vested in an assembly of 12 members. There shall be six election districts; each shall have two assembly members, and they shall be formed of compact and contiguous territory containing as nearly as practicable a relatively integrated socioeconomic area. The assembly shall be reapportioned whenever it becomes malapportioned. The assembly shall determine and declare by resolution whether or not it is malapportioned within two months from:

(1) Adoption of a final state redistricting plan under art. VI, sec. 10, Constitution of the State of Alaska;

If the assembly determines that it is malapportioned, it shall, within six months of the determination, reapportion itself in the manner provided by law.

(AO No. 2006-154, prop. 10, 4-17-07; AO No. 2019-82 , Prop. 12, 10-8-19/election of 4-7-20)

Section 4.02. - Term, membership and qualifications.

(a) The term of an assembly member is three years.

(b) A candidate for the office of assembly member:

(1) Shall be a qualified voter of Anchorage; and

(2) Shall be a resident of the district from which the candidate seeks election for at least one year immediately preceding the election.

(c) An assembly member shall remain a resident of Anchorage and of the district from which elected while in office.

(d) The assembly shall be the judge of the election and qualification of its members. A qualified voter may appeal to superior court for review of a decision of the assembly under this section.

(e) A person who has served on the assembly for three consecutive terms may not be reelected to the assembly until one full term has intervened.

(AO No. 90-86, prop. 3, 10-2-90; AO No. 90-94, prop. 4, 10-2-90; AO No. 2012-119(S), prop. 6, 4-2-13; AO No. 2013-93, prop. 8, 4-1-14)

Section 4.03. - Compensation.

The compensation of assembly members shall be fixed by the commission on salaries and emoluments.

(AO No. 2013-93, prop. 8, 4-1-14)

Section 4.04. - Presiding officer, meetings and procedures.

(a) The assembly shall elect annually from its membership a presiding officer known as "chair." The chair serves at the pleasure of the assembly.

(b) The assembly shall meet in regular session at least twice each month. The mayor, the chair of the assembly, or five assembly members may call special meetings.

(c) The assembly by ordinance shall determine its own rules and order of business, including provisions for reasonable notice to the public and to all assembly members of regular and special meetings. The assembly shall maintain a journal of its proceedings as a public record.

(d) Voting shall be by roll call, electronic device or other public method as defined by assembly rule. The votes of all assembly members shall be recorded.

(e) Seven members of the assembly shall constitute a quorum; however, a smaller number may recess from time to time and compel the attendance of absent members as prescribed by assembly rule.

(AO No. 79-140, prop. 10, 10-2-79; AO No. 2013-93, prop. 8, 4-1-14; AO No. 2019-82, Prop. 12, 10-8-19/election of 4-7-20)

Section 4.05. - Clerk.

The assembly shall appoint a municipal clerk and prescribe the duties of that office. The clerk serves at the pleasure of the assembly.

Cross reference— Principal executive personnel, boards and commissions, § 1.35.010.

Section 4.06. - Staff.

Pursuant to ordinance, the assembly may engage such legal counsel, other professional advisors and staff as it requires in the execution of its legislative functions.

Section 4.07. - Ombudsman.

There is established in the legislative branch of the municipality the office of ombudsman. The ombudsman is appointed by the assembly and serves at the pleasure of the assembly. The term of office, powers and duties of the ombudsman shall be prescribed by ordinance. The jurisdiction, power and duties of the ombudsman include acts and omissions of employees and agents of the school district, as well as employees and agents of the municipality.

(AO No. 90-87, prop. 5, 10-2-90)

Cross reference— Principal executive personnel, boards and commissions, § 1.35.010.

State Law reference— Ombudsman, AS 24.55.320, 24.55.330.

Accessed August 22, 2022, Municipality of Anchorage, Anchorage Municipal Charter, Code and Regulations, from ARTICLE IV. - THE ASSEMBLY | Code of Ordinances | Anchorage, AK | Municode Library

Anchorage Municipal Code

Excerpts from Chapter 28.30 – QUALIFICATIONS

28.30.010 Voter qualifications.

A. To vote in any municipal election, a person must be:

1. A qualified voter of the state;
2. A resident of the municipality for 30 days immediately preceding the election; and
3. Registered to vote in state elections at a residence address within the municipality at least 30 days before the municipal election at which the person seeks to vote.

B. In order to cast a valid vote for a candidate or a ballot measure relating to a specific local election district or service area, the voter shall be registered 30 days before the municipal election at a residence address within the boundaries of that district or service area.

(GAAB 7.05.030; CAC 2.68.100; AO No. 80-101; AO No. 85-75; AO No. 90-69; AO No. 2004-176, § 2, 6-1-05; AO No. 2013-130(S-1), § 3, 1-14-14)
State Law reference— Qualifications of electors, AS 29.26.050.

28.30.020 Qualifications of candidates for service area board of supervisors; declaration of candidacy required.

A. A candidate for a service area board of supervisors shall be:

1. A qualified voter of the municipality; and
2. A resident of the service area for at least 90 days immediately preceding the election.

B. A person who has not filed a declaration of candidacy for a seat on a service area board of supervisors, including as a write-in candidate, in accordance with this section, is disqualified.

C. For write-in candidates for a seat on a service area board of supervisors, declarations of candidacy shall be filed with the municipal clerk no earlier than 67 days and at least seven days before a regular election, and no earlier than 42 days and at least seven days before a special election.

(CAC 2.68.420; AO No. 80-50; AO No. 85-75; AO No. 86-105; AO No. 91-20; AO No. 2013-130(S-1), § 3, 1-14-14; AO No. 2016-12, § 1, 1-26-16 ; AO No. 2019-104 , § 2, 9-10-19)
Charter reference(s)—Candidate qualifications for assembly, § 4.02, candidate qualifications for mayor, § 5.01; candidate qualifications for school board, § 6.02.

28.30.030 Declaration of candidacy.

A. *Declarations of candidacy.* A candidate for municipal office executes a declaration of candidacy under oath and files it with the municipal clerk in accordance with this section.

B. *Form and contents.* A declaration of candidacy shall be in a form provided by the municipal clerk and shall state the following:

1. The full name of the candidate, and the manner in which the candidate wishes the candidate's name to appear on the ballot;
2. The full residence and mailing addresses of the candidate;
3. The office for which the candidate declares;
4. That the candidate is qualified for the office as provided by law; and
5. Any other information that the municipal clerk reasonably requires to determine whether the candidate is qualified for the office as provided by law.

C. *Time of filing.* Declarations of candidacy shall be filed with the municipal clerk no earlier than 81 days and no later than 67 days before a regular election, and no earlier than 49 days and no later than 42 days before a special election.

D. *Withdrawal.* A candidate may withdraw his or her declaration of candidacy by filing with the municipal clerk a statement under oath containing the name of the candidate, the office for which the candidate declared, and that the candidate is withdrawing his or her candidacy for that office.
1. If the withdrawal is filed no later than 63 days before a regular election and 38 days before a special election, the municipal clerk shall not publish the candidate's name on any subsequent notice or ballot.
2. If the request is filed after the deadline in subsection 1., the municipal clerk has the sole discretion to remove the candidate's name from subsequent notices and the ballot.

E. *Notification of deficiency.* No later than four days after a declaration of candidacy has been filed, the municipal clerk shall notify the candidate that the declaration is in proper form, or return the declaration to the candidate with a statement why it is deficient. A declaration found to be deficient may be refiled, with or without corrections, within the time for filing declarations of candidacy.

(GAAB Ord. No. 75-82; AO No. 80-101; AO No. 85-75; AO No. 89-80; AO No. 91-50; AO No. 2007-172, § 1, 12-10-08; AO No. 2013-130(S-1), § 3, 1-14-14; AO No. 2016-12, § 2, 1-26-16 ; AO No. 2017-29(S) , § 7, 6-1-17; AO No. 2019-104 , § 3, 9-10-19)

28.30.040 Review and challenge of candidate qualifications.

A. The municipal clerk shall determine whether each candidate for municipal office is qualified as provided by law. At any time before the election the municipal clerk may disqualify any candidate whom the municipal clerk finds is not qualified. A candidate who is disqualified may request a hearing before the municipal clerk under chapter 3.60. The hearing shall be held no later than five days after the request unless the candidate agrees in writing to a later date.

B. In addition to the process described in subsection A., any person may question the eligibility of a candidate who has filed a declaration of candidacy or nominating petition, by filing a complaint with the municipal clerk. A complaint regarding the eligibility of a candidate must be received by the municipal clerk not later than the close of business on the 10th day after the filing deadline for the office for which the candidate seeks election.
1. The complaint must be in writing and include the name, mailing address, contact phone number, and signature of the person making the complaint, and a statement in 200 words or less of the grounds, described in particular, on which the candidate's eligibility is being questioned.

2. The municipal clerk will review only those issues in the complaint related to candidate qualifications established by the United States Constitution, the Alaska Constitution, Alaska Statutes, or municipal law. Grounds cited in the complaint other than those related to candidate qualifications established by law or grounds related to issues under the authority of the Alaska Public Offices Commission under AS 15.13 will not be considered by the municipal clerk.
3. Upon receipt of a complaint, the municipal clerk will review any evidence relevant to the issues identified in the complaint which is in the custody of the municipal clerk's office including the candidate's declaration of candidacy, or nominating petition, and, in the discretion of the municipal clerk, any other public record. Based on the review of the public documents, the municipal clerk will determine whether a preponderance of evidence supports or does not support the eligibility of the candidate.
4. The municipal clerk will send notification in writing to the candidate whose eligibility is being questioned that a complaint has been received. The notification will include a copy of the complaint, and, based on the municipal clerk's review of the public documents, a statement as to whether a preponderance of evidence supports or does not support the eligibility of the candidate.
5. If the municipal clerk determines that a preponderance of evidence supports the eligibility of the candidate, the municipal clerk will issue a final determination upholding the candidate's eligibility.
6. If the municipal clerk determines that a preponderance of evidence does not support the eligibility of the candidate, notice to the candidate will identify any additional information or evidence that must be provided by the candidate in support of his or her eligibility, and the date by which the requested information must be received by the municipal clerk. The municipal clerk will consider any additional information provided by the candidate in issuing a final determination as to the candidate's eligibility.
7. If the information requested by the municipal clerk under H. of this section is not received from the candidate by the specified deadline, the municipal clerk will issue a final determination regarding the candidate's eligibility based on the public records initially reviewed.
8. Upon issuing a final determination as to the candidate's eligibility, the municipal clerk will send notice of the determination in writing to the person making the complaint and to the candidate. The determination of the municipal clerk is final.

(GAAB Ord. No. 75-82; AO No. 80-101; AO No. 85-75; AO No. 2013-130(S-1), § 3, 1-14-14)

28.30.050 Prohibitions.

A. A person may not serve simultaneously as mayor and as a member of the assembly, as mayor and a member of the school board, or as a member of the assembly and member of the school board. In any one election, a person may only file a declaration of candidacy for one office identified in this section. A person must withdraw a declaration of candidacy for an office in this section before filing for another office.

B. A person serving as mayor or as a member of the school board shall not hold any other compensated municipal office or municipal employment, or elected position in the state or federal government, while in office.

C. A person serving as a member of the assembly shall not hold any other compensated municipal office or municipal employment, or elected position in the state or federal government, while in office, except:

1. As provided by state law under AS 29.20.630, employment by the Anchorage School District is not municipal employment prohibited by this subsection.

D. A person serving as mayor, or as a member of the assembly, or on the school board, shall not serve as a member of a service area board. A service area board member's term shall end immediately upon assuming one of these offices.

E. A candidate for office in an election may not act as an election official in that election.

F. Violation of this section may result in a fine under Title 14 and may constitute grounds for recall.

(GAAB Ord. No. 75-82; AO No. 80-101; AO No. 85-75; AO No. 2007-110, § 2, 8-28-07; AO No. 2013-130(S-1), § 3, 1-14-14; AO No. 2018-4(S) , § 3, 2-13-18)

Editor's note(s)—See also additional prohibitions in section 28.50.010.

Accessed August 22, 2022, Municipality of Anchorage, Anchorage Municipal Charter, Code and Regulations https://library.municode.com/ak/anchorage/codes/code_of_ordinances?nodeId=TIT28EL_CH28.30QU.

Municipality of Anchorage
Calendar of Election Dates
April 4, 2023 Regular Election

907-243-VOTE (8683)
www.muni.org/elections
elections@anchorageak.gov

Date	Action	Code Reference
January 8, 2023 (Sunday)	Notice of Vacancies published	AMC 28.20.030 (at least 86 days before election)
January 10, 2023 (Tuesday)	Earliest date to submit Referendum Petition Signatures to appear on Regular Election Ballot	Charter 3.02(b) (not later than 75 days after certification) and AMC 2.50.050E. (certify petition within 10 days)
January 10, 2023 (Tuesday)	Last day to introduce ordinances containing propositions for the April ballot to allow for public hearing (Regular Assembly Meeting)	AMC 28.20.015A. (final action not later than 70 days before election) plus Charter 10.01(b) (public hearing at least 7 days after publication of notice)
January 13, 2023 (Friday)	Filing for Office opens at 8:00 a.m.	AMC 28.30.030C. (not earlier than 81 days before election)
January 24, 2023 (Tuesday)	Last day for final Assembly action on ordinances containing ballot propositions (Regular Assembly Meeting)	AMC 28.20.015A. (not later than 70 days before election)
January 27, 2023 (Friday)	Filing for Office closes at 5:00 p.m.	AMC 28.30.030C. (not later than 67 days before election)
January 30, 2023 (Monday)	Last day to submit Initiative or Referendum Petition Signatures to appear on Regular Election Ballot	Charter 3.02(b) (election to be held at least 45 days after certification of petition) and AMC 2.50.050E. (10 days to certify signatures) and AMC 28.20.040A.1.a. (plus 9 days to align with First Notice of Election)
January 31, 2023 (Tuesday)	Last day for candidates to withdraw and not be published on the ballot	AMC 28.30.030D.1. (not later than 63 days before election)
February 5, 2023 (Sunday)	First Notice of Election published	AMC 28.20.040A.1.a. (at least 58 days before election)
March 2, 2023 (Thursday)	Logic and Accuracy Testing (LAT) with Anchorage Election Commission	AMC 28.120.060A.1.
March 5, 2023 (Sunday)	Last day to register to vote for the Regular Election	AMC 28.30.010A.3. (30 days before election)
March 14, 2023 (Tuesday)	Ballot Packages mailed to qualified Anchorage voters	AMC 28.40.020C. (at least 21 days before election)
March 14, 2023 (Tuesday)	Secure Drop Boxes are opened	AMC 28.50.030B. (no later than the day after ballot packages mailed)
March 14, 2023 (Tuesday)	Ballot Envelope review begins	AMC 28.70.010A. (may commence upon receipt)
March 27, 2023 (Monday)	Anchorage Vote Centers are opened (Seward's Day)	AMC 28.50.030B.2. (at least 7 days before election)
April 2, 2023 (Sunday)	Second Notice of Election published	AMC 28.20.040A.2. (not later than the day before the election)
April 4, 2023 (Tuesday)	**Regular Municipal Election Day: All Ballot Envelopes (including military and overseas envelopes) must be postmarked on or before Election Day, or returned to a Secure Drop Box or Anchorage Vote Center by 8:00 p.m.**	**AMC 28.20.010A., AMC 28.50.030A., AMC 28.70.030A.1.c., and AMC 28.70.030A.2.c.**
April 21, 2023 (Friday)	Election Commission Meeting and Public Session of Canvass: Adjudication of challenged ballots (All Ballot Envelopes except military and overseas envelopes must be received by the start of the canvass.)	AMC 28.85.010A.
April 25, 2023 (Tuesday)	Certification of Regular Municipal Election Results (Regular Assembly Meeting) (Military and overseas envelopes must be received by 12:00 noon.)	AMC 28.85.040A.

Contact MOA Elections at 907-243-VOTE (8683) or elections@anchorageak.gov for information on special needs voting (AMC 28.60.040), or for an application to vote by fax or email (AMC 28.60.060).

This calendar is a courtesy notice of required dates in the Anchorage Municipal Charter and Anchorage Municipal Code. For specific detail of rights related to elections, please refer to the provisions of the Anchorage Municipal Charter and Anchorage Municipal Code.

Calendar Revised July 1, 2022