



COMMONWEALTH OF KENTUCKY
OFFICE OF THE SECRETARY OF STATE
MICHAEL G. ADAMS

TO: POTENTIAL CANDIDATES

FROM: MICHAEL G. ADAMS, SECRETARY OF STATE

Candidates for the following offices shall file with the county clerk to attain ballot access and should contact the county clerk of their county of residence for filing procedures and requirements: Circuit Clerk, Commonwealth Attorney in single county circuits, County Judge Executive, County Clerk, County Attorney, Sheriff, Jailer, Coroner, Property Valuation Administrator, Surveyor, Magistrate/Justice of the Peace, County Commissioner, Constable, Soil and Water Conservation District Supervisor, Mayor, City Legislative Body, and Board of Education.

Candidates for the following offices shall file with the Office of the Secretary of State: President of the United States, Vice President of the United States, United States Senator, United States Representative in Congress, Governor, Lieutenant Governor, Secretary of State, Attorney General, Auditor of Public Accounts, State Treasurer, Commissioner of Agriculture, State Senator, State Representative, Supreme Court Justice, Judge of the Court of Appeals, Circuit Judge, District Judge, and Commonwealth Attorney in multi-county circuits.

Following are guidelines for candidates filing with the Office of the Secretary of State:

1. Complete all applicable blanks on the filing form. The Office of the Secretary of State will make the necessary copies for distribution.
2. If the filing form requires notarization, the candidates and signers must have their signatures acknowledged by a Notary Public and the expiration date of the notary's commission must be stated.
3. Checks should be made payable to the Kentucky State Treasurer.
4. Candidates may file in person or by mail at the following address:

Office of the Secretary of State
Office of Elections
700 Capital Avenue
Room 148, State Capitol
Frankfort, KY 40601

Questions relating to campaign finance procedures and requirements for state, judicial and local office should be directed to the Kentucky Registry of Election Finance at (502) 573-2226. In addition, KREF's website, <http://www.kref.ky.gov>, provides for the downloading of required reporting forms and a book titled Guide to Campaign Finance.

Questions relating to campaign finance matters for federal candidates should be directed to the Federal Election Commission at 1-800-424-9530.

If our Office may be of further assistance to you, please contact our election staff at (502) 564-3490 or by email at sos.elections@ky.gov.

OFFICE OF ELECTIONS
700 CAPITAL AVENUE
ROOM 148, STATE CAPITOL
FRANKFORT, KY 40601-3493



An Equal Opportunity Employer M/F/D

PHONE: (502) 564-3490
FAX: (502) 564-0282
WEBSITE: www.sos.ky.gov
EMAIL: sos.elections@ky.gov

**MAGISTRATE/JUSTICE OF THE PEACE
REPUBLICAN and DEMOCRATIC PARTY CANDIDATES
PRIMARY ELECTION**

The Office of Magistrate/Justice of the Peace will appear on the 2026 ballot.

Notarized Signatures Required:	Candidate's signature and two (2) registered voters of the same party from the district or jurisdiction from which candidate seeks nomination.
Earliest date to affix signatures	November 5, 2025
Earliest date to file	November 5, 2025
Latest date to file (4:00 p.m., local time)	January 9, 2026

Filing Form SBE 66	Notification and Declaration	
Filing Form KREF-001	Appointment of Campaign Treasurer and Optional Request for Reporting Exemption	
Filing Fee		\$50.00
Filing Official		County Clerk

Political Party Definition: A "political party" is an affiliation or organization of electors representing a political policy and having a constituted authority for its government and regulation, and whose candidate received at least twenty percent (20%) of the total vote cast at the last preceding election at which presidential electors were voted for. KRS 118.015 (1).

Republican and Democratic Party candidates attain primary ballot access by filing with the county clerk a Notification and Declaration.

As mandated by KRS 118.125, the Notification and Declaration shall be signed by the candidate and by not less than two (2) registered voters of the same party from the district or jurisdiction from which the candidate seeks nomination; shall include a declaration sworn to by the candidate that he or she possesses all the constitutional and statutory requirements of the office for which the candidate has filed; shall be subscribed and sworn to before an officer authorized to administer an oath by the candidate and by two voters making the declaration and signing the candidate's petition for office.

Only persons who are qualified under the provisions of KRS 116.055 to vote in any primary election for the candidates for nomination by the party at whose hands he seeks the nomination shall have his name printed on the official ballot of his party for an office to which he is eligible in that primary.

Establishing Campaign Account: For information regarding campaign contribution and expenditure reporting requirements received or expended in the year before the year the candidate appears on the ballot, contact the **Registry of Election Finance** at (502) 573-2226.

Please Note: All information contained in this packet is subject to change per Kentucky Revised Statutes.



NOTIFICATION AND DECLARATION
 (Republican and Democratic Candidates Filing for
 Primary Election)

This Space for Filing Officer Only

Of _____
 (Legible printed name of candidate)

To _____ for nomination to the office of _____
 (County Clerk or Secretary of State, as case may be) (Office sought) (District number, if applicable)

For the purpose of having my name placed on the official primary election ballot as a candidate for nomination by the _____ Party, I, _____ do solemnly swear that
 (Name of candidate in full as desired on ballot as provided in KRS 118.129)

my residence is _____ KY _____,
 (Residential Address) (City, if applicable) (County) (Zip)

that my mailing address, if different, is _____ KY _____,
 (Post Office Address) (City) (Zip)

and that I am a registered _____ voter in _____ precinct; that I believe in
 (Party)

the principles of the _____ Party, and intend to support its principles and policies; that I meet all the statutory and constitutional qualifications for the office which I am seeking; that if nominated as a candidate of such party at the ensuing election, I will accept the nomination and not withdraw for reasons other than those stated in KRS 118.105(3); that I will not knowingly violate any election law or any law relating to corrupt and fraudulent practice in campaigns or elections in this state, and if finally elected I will qualify for the office.

 (Signature of Candidate)

Subscribed and sworn to before me by _____ this _____ day of _____, 20 ____.
 (Name of Candidate) (Month)

 (Signature of Notary/Officer) (Title of Officer) (Commission Expiration)

We, _____ and _____ do solemnly
 (Legible printed name of Voter) (Legible printed name of Voter)

swear that we are registered voters and members of the same Party and are from the district or jurisdiction from which the candidate seeks nomination; and that we believe _____ to be qualified
 (Name of Candidate – Please Type or Print)

to fill the office of _____.
 (Office sought)

 (Signature of Voter) (Residential Address) (City) (County) KY (Zip)

 (Signature of Voter) (Residential Address) (City) (County) KY (Zip)

Subscribed and sworn to before me by _____ and _____
 (Name of Voter) (Name of Voter)

this _____ day of _____, 20 ____.
 (Month)

 (Signature of Notary/Officer) (Title of Officer) (Commission Expiration)



KENTUCKY REGISTRY OF ELECTION FINANCE

Thomas P. O'Brien, III, Chairman
Adrian M. Mendiondo, Vice-Chair
Richard Clayton Larkin, Member
H. David Wallace, Member
J. Bissell Roberts, Member
Laura Marie Bennett, Member
Jessica A. Burke, Member

140 Walnut Street
Frankfort, Kentucky 40601-3240
Phone: (502) 573-2226
Fax: (502) 573-5622
www.kref.ky.gov

John R. Steffen
Executive Director
Leslie M. Saunders
General Counsel

NOTICE AND INSTRUCTIONS TO ALL CANDIDATES

- **Mandatory electronic reporting** – All candidates are required to **electronically** submit all required campaign finance reports to the Registry of Election Finance.
- **Candidates MUST first submit a KREF 001 form electronically to the Registry** – In order to comply with the mandatory electronic filing requirements, **ALL** candidates for office in Kentucky must create an account in the Registry's electronic filing system and submit a KREF 001 form electronically to the Registry **before** starting their campaigns. Please note that candidates must complete a separate form for each election (candidates who filed for the Primary and move forward to the General must create a new intent for the General).
- **Rule 4.4 from the Kentucky Code of Judicial Conduct requires all candidates seeking judicial office who intend to raise campaign funds for that purpose establish a candidate campaign committee** – The Registry's electronic filing system provides judicial candidates with the opportunity to select this option when submitting their KREF 001 form.
- **Candidates are no longer required to submit a hard copy of their KREF 001 with the Secretary of State or County Clerk** – Recent legislation has eliminated the requirement that candidates print a hard copy of the KREF 001 form to accompany their ballot access form when the candidates file for office with the Secretary of State or County Clerk. Instead, the Secretary of State or County Clerk will forward a copy of candidates' ballot access forms to the Registry.
- **INSTRUCTIONS FOR ACCESSING THE REGISTRY'S ELECTRONIC FILING SYSTEM** – In order to initiate the filing process, candidates should go to <https://kref.ky.gov>, click on the "EFILE" button on the Registry's homepage, and follow the instructions found there for creating their account and submitting their KREF 001 form electronically. Candidates should not begin to raise or spend money until their forms are submitted to the Registry.
- **Please note that the County Clerks CANNOT file this form for you** – It is the responsibility of the candidates to create an account and electronically submit their KREF 001 form and their reports with the Registry.
- **ASSISTANCE** – Candidates needing assistance with the electronic filing process should call the Registry at 502-573-2226.