



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

**TO: POTENTIAL CANDIDATES**

**FROM: MICHAEL G. ADAMS, SECRETARY OF STATE**

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**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  
Election Division  
1025 Capital Center Drive  
Suite 201  
Frankfort, KY 40601

Questions relating to campaign finance procedures and requirements 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](mailto:sos.elections@ky.gov).

**MAYOR  
NONPARTISAN MAYOR CANDIDATES  
PRIMARY/GENERAL ELECTION**

**The Nonpartisan Office of Mayor (if applicable) will appear on the 2026 ballot.**

**Procedures for candidates seeking a nonpartisan city office when the city has  
NOT enacted an ordinance WAIVING Primary**

<b>Signatures Required:</b>	Candidate's signature and two (2) registered voters who reside in the city from which the candidate seeks nomination. (Filing form information listed below)
<b>Earliest date to affix signatures and file Nominating Petition</b>	<b>November 5, 2025</b>
<b>Latest date to file Nominating Petition (4:00 p.m., local time)</b>	<b>January 9, 2026</b>

Mayoral candidates in a city that by ordinance conducts nonpartisan city elections and **does NOT** by ordinance waive the primary attain ballot access by filing a Nominating Petition with the county clerk in the candidate's county of residence.

**Procedures for candidates seeking a nonpartisan city office when the city HAS  
enacted an ordinance WAIVING Primary**

<b>Signatures Required:</b>	Candidate's signature and two (2) registered voters who reside in the city from which the candidate seeks nomination. (Filing form information listed below)
<b>Earliest date to affix signatures and file Nominating Petition</b>	<b>November 5, 2025</b>
<b>Latest date to file Nominating Petition (4:00 p.m., local time)</b>	<b>June 2, 2026</b>

Mayoral candidates in a city that by ordinance conducts nonpartisan city elections and by ordinance **DOES** waive the primary attain ballot access by filing a Nominating Petition with the county clerk in the candidate's county of residence.

<b>Filing Form SBE 60A and SBE 60A-2</b>	Nominating Petition
<b>Filing Form KREF-001</b>	Appointment of Campaign Treasurer and Optional Request for Reporting Exemption
Filing Fee	\$50.00
Filing Official	County Clerk

**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.



**NOMINATING PETITION**  
 (Certain Independent candidates or Non-Partisan candidates required to file with County Clerk)

This Space for Filing Officer Only

To \_\_\_\_\_ Commonwealth of Kentucky, \_\_\_\_\_ County:  
 (County Clerk)

We, the undersigned petitioners, being voters of the same district or jurisdiction from which the candidate seeks nomination, and being at least \_\_\_\_\_ in number, hereby petition you to cause to be printed on the official ballot of said county/counties \_\_\_\_\_ of the Commonwealth of Kentucky at the primary/regular election to be held on \_\_\_\_\_ 20\_\_ the name of \_\_\_\_\_ who  
 (Month) (Day)  
 resides at \_\_\_\_\_,  
 (Residential Address) (City, State, Zip)  
 whose email address or post office box address is \_\_\_\_\_,  
 (Post Office Box Address or Email Address)  
 as a candidate for the office of \_\_\_\_\_ district \_\_\_\_\_.

I, \_\_\_\_\_, hereby declare that I  
 (Name of candidate in full as desired on ballot as provided in KRS 118.129)

possess all the constitutional and statutory requirements for the office for which I have filed.

\_\_\_\_\_  
 (Signature of Candidate)





## 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

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 Statement of Spending Intent 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 Statement of Spending Intent electronically to the Registry **before** starting their campaigns. Please note that candidates must complete a separate Intent for each election (candidates who filed for the Primary and move forward to the General must sign off on 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 Statements of Spending Intent.
- **Candidates are no longer required to submit a hard copy of their "KREF 001 Form" with the Secretary of State or County Clerk** – 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 was eliminated. Instead, the Secretary of State or County Clerk will forward a copy of candidates' ballot access forms to the Registry in a timely manner.
- **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 all their filings electronically. Candidates should not begin to raise or spend money until their Statements of Spending Intent are submitted to the Registry.
- **Please note that the County Clerks CANNOT file this form for candidates** – It is the responsibility of the candidates to create an account and electronically submit their Statements of Spending Intent and their finance reports with the Registry. Candidates have five days from the time they file to run for office to submit their Statements of Spending Intent to the Registry.
- **ASSISTANCE** – Candidates needing assistance with the electronic filing process should call the Registry at 502-573-2226. We are here to help.

