

Date Printed: 01/07/2009

JTS Box Number: IFES_25

Tab Number: 29

Document Title: POLITICAL PARTY COMPOSITION, PROCEDURES
AND RESPONSIBILITIES -FROM THE STATE OF

Document Date: 1978

Document Country: USA

Document Language: ENG

IFES ID: EL00527



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POLITICAL PARTY
COMPOSITION, PROCEDURES AND RESPONSIBILITIES

from the
STATE OF COLORADO
ELECTION LAWS
C.R.S., 1973

Mary Estill Buchanan, Secretary of State

1978

INTRODUCTION

Colorado election laws assign a variety of specific responsibilities to political parties and their officers.

Political party officers, volunteers for the most part, have legal responsibilities throughout the entire election process.

Colorado's political party caucus and assemblies, and its closed primary system of political party nomination gives citizens who are affiliated with a political party a unique opportunity to participate in the designation of candidates.

This booklet organizes the election laws by the areas of political party responsibility. I hope it will assist the countless party volunteers to understand better their specific responsibilities and opportunities to impact directly the decisions of our State government.

Mary Estill Buchanan

Mary Estill Buchanan
Secretary of State
State of Colorado

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Editorial Note: The term "elected" is used in this booklet to refer to all public officials elected at the polls. The term "selected" is used for all political party officials nominated or elected in a political party meeting.

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PARTY AFFILIATION

"Elector" or "qualified elector" means a person who is legally qualified to register to vote. (1-1-104-6)

1. Party affiliation required.

Party affiliation is required to vote in any Colorado primary election. Also, in order to vote at any precinct caucus, assembly, or convention of a political party, an elector must be a resident of the precinct for 32 days and affiliated with the political party holding the caucus for at least 3 months. Any registered elector who has reached the age of 18 years within the 3 months preceding the caucus or any citizen naturalized within the 3 months preceding the caucus may vote at the caucus. (1-14-101)

2. Declaration of party affiliation.

Any unaffiliated elector may declare party affiliation at the primary election, or at any time electors are permitted to register with the county clerk. The declaration of party affiliation is made upon a form supplied by the county clerk. A registered elector who has not personally declared a party affiliation is designated as "unaffiliated". (1-14-102)

3. Changing or withdrawing declaration of party affiliation.

A registered elector may change or withdraw party affiliation by signing a request with the county clerk any time during which electors are permitted to register. If the party affiliation is withdrawn, the designation on the elector's registration sheet is changed to "unaffiliated". If the party declaration is changed from one political party to another, the elector may vote the ballot of the changed party at the ensuing primary election. (1-14-103)

4. Errors in recording party affiliation.

An elector may change party affiliation at the primary election or at any time that registration is permitted by signing an affidavit of error, providing that the elector's name, initials or mark and date of affiliation do not appear on the elector's registration page or affiliation form filed in the office of the county clerk. (1-14-106 2)

The judge of the election or county clerk has authority to administer the oath and accept the elector's affidavit. (1-14-106 1)

All affidavits of error in party affiliation are preserved by the judges of election, returned to the county clerk and kept on file for a period of 2 years. (1-14-106 4)

For the purpose of determining eligibility of candidates for nomination, the eligibility of an elector to vote at precinct caucuses, assemblies or conventions, and to sign petitions, the date of declaration of the elector's affiliation is the date of the declaration which the elector alleges by affidavit to have been erroneously recorded or unlawfully changed or withdrawn. (1-14-106 3)

5. Loss of party affiliation.

A registered elector loses party affiliation if he fails to vote at any general election and is purged from the voter registration lists. Party affiliation is also lost if the elector moves from the county in which he resided at the time the party affiliation was declared or changed unless the elector transfers party affiliation to the county of new residence. (1-14-104)

6. Transfer of party affiliation.

A registered elector in Colorado who has moved from one county and established residence in another county may transfer party affiliation to the county of the new residence. To transfer party affiliation, the elector signs a card furnished by the county clerk. This may be done at the time of registration or within 3 months. When the transfer is entered on the new registration sheet, it is evidence of continued party affiliation. This does not apply to transfer of party affiliation from state to state. (1-14-105)

PARTY COMMITTEE COMPOSITION

1. County central committee.

A. Each political party selects one committeeman and one committeewoman from each election precinct. These committeepeople are nominated by the precinct caucuses, and elected at the primary election. In the case of a vacancy in the office of a precinct committeeperson, the members of the county central committee vacancy committee select the successors. (1-14-108-1-a)

Membership of the county central committee includes all of the precinct committeepeople, district captains, co-captains, county party officers, the elected county public officials, together with the state senators, and representatives, the United States senators and representatives, the elected state public officials and the district attorney, who are of the party and reside in the county. A multiple office does not entitle a person to more than one vote, excluding proxies. (1-14-108-1-b)

County central committees meet between February 1 and February 15 of the odd numbered years to select a chairman, vice-chairman, secretary and any other officers as provided in the county rules. (1-14-108-1-c) Within 30 days after the organizational meeting, a list of names and addresses of the selected officers must be filed with the secretary of state. (1-14-108-7)

B. County Commissioner central committee.

County commissioner districts are those provided for by statute in counties with populations of 70,000 or more following a county election to increase the number of commissioners from 3 to 5. The commissioners are then elected at the general election by the resident electors of the district under the plan adopted when the number of commissioners was increased. (1-16-106-V-A)

Membership of the county commissioner central committee district includes all of the commissioner district precinct committeepeople, the county commissioner central committee officers, the state senators and representatives, and the district attorney, who are of the party and reside in the commissioner district. (1-14-108-b-II)

County commissioner central committees meet on the same day as the county central committee and select a chairman, a vice-chairman and such other officers as provided for in the county rules. (1-14-108-II)

Within 30 days after the organizational meeting, a list of names and addresses of the selected officers must be filed with the secretary of state. (1-14-108-7)

2. State representative district central committee.

When a state representative district is comprised of one or more than one county, or parts of counties the membership of the committee includes the chairmen and vice-chairmen of all the county central committees within the district and the chairman, vice-chairman and secretary of the district central committee and the state representative and each state senator who are of the party and reside in the district. (1-14-108-6-a)

The committee meets between February 15 and April 1 odd-numbered years to select a chairman, vice-chairman and a secretary. (1-14-108-1-d)

The officers may or may not be selected from among the members. (1-14-108-6-a)

When a state representative district is comprised of a portion of one county, the membership includes the precinct committeepeople, the chairman, vice-chairman and secretary of the district central committee, the state representative and the state senators who are of the party and reside in the district. In addition, the chairman and vice-chairman of the county central committee are members. (1-14-108-6-b) The committee meets on the same day as the county central committee to select a chairman, vice-chairman and a secretary, who may or may not be selected from among the members. (1-14-108-6-b)

The selected chairman of each representative district sets the time and place of meetings and assemblies and presides over them. (1-14-108-10-b)

Each state representative central committee adopts its own bylaws including the requirements for eligibility to vote in the assemblies. (1-14-108-10-a)

Within 30 days after the organizational meeting, a list of names and addresses of each of the selected officers of all representative district central committees must be filed with the secretary of state. (1-14-108-7)

3. State senatorial central committee.

When a senatorial district is comprised of more than one county, the membership of the committee includes the chairmen and vice-chairmen of all the county central committees within the district, the state senator, the state representatives who are of the party and reside within the district, together with the selected chairman, vice-chairman and secretary of the district central committee. (1-14-108-5-a) The committee meets between February 15

and April 1 of odd-numbered years to select a chairman, vice-chairman and a secretary. (1-14-108-1-d)

When a state senatorial district is comprised of one county or a portion of one county, the membership of the committee includes the chairman and vice-chairman of the county central committee and the state senator and the state representatives, precinct committeepeople, and the selected chairman, vice-chairman and secretary of the committee who are of the party and reside in the district. (1-14-108-5-b) The committee meets the same day as the county central committee to select a chairman, vice-chairman and a secretary, who may or may not be selected from among the members, but are selected by the members in the same manner as the county central committee. (1-14-108-5-b)

The selected chairman of each senator's district committee sets the time and place of meetings and assemblies and presides over them. (1-14-108-10-b)
Each state senatorial central committee adopts its own bylaws including the requirements for eligibility to vote in district assemblies. (1-14-108-10-a)

Within 30 days after the organizational meeting, a list of names and addresses of each of the selected officers of all senatorial district committees must be filed with the secretary of state. (1-14-108-7)

4. Judicial district central committee.

When a judicial district is comprised of more than one county, membership of the committee includes the chairmen and vice-chairmen of the county central committees within the district together with the district attorney of the party and district. (1-14-108-4-a) Two additional members (bonus members) are allowed from each county within the district that polled more than 10,000 votes for the party's candidate for governor or President of the United States at the last preceding general election. Those additional members must reside in the judicial district and are selected by the county central committee. (1-14-108-4-b) Other members may be provided for by the state central committee. (1-14-108-4-c)

When a judicial district is comprised of one county or a portion of one county, membership of the committee includes the precinct committeepeople, the district attorney, the chairman, vice-chairman and the secretary of the county central committee, all of whom are of the party and reside in the judicial district. (1-14-108-4-d)

Judicial district central committees meet between February 15 and April 1 of odd-numbered years to select a chairman, vice-chairman and a secretary. (1-14-108-1-d) Within 30 days after the organizational meeting, a list of names and addresses of each of the selected officers of all judicial district committees must be filed with the secretary of state. (1-14-108-7)

5. Congressional district committee.

The membership of the congressional district committee includes the chairmen and vice-chairmen of the county central committees within the congressional district, the congressman, the state board of education member for the district, the board of regents member for the district,

and the state senators and representatives who are of the party and reside within the district. (1-14-108-3-a) Two additional members (bonus members) are allowed from each county within the district or portion thereof, that polled more than 10,000 votes for the party's candidate for governor or President of the United States at the last preceding general election. The additional members must reside in the congressional district and are selected by the county central committee. Other members may be provided for by the state central committee bylaws. (1-14-108-3-b)

The congressional district central committee meets between February 15 and April 1 of odd numbered years to select a chairman, vice-chairman and a secretary. (1-14-108-1-d) Within 30 days after the organizational meeting, a list of names and addresses of the selected officers for all the congressional district committees must be filed with the secretary of state. (1-14-108-7)

6. State central committee.

Membership of the state central committee includes the chairmen and vice-chairmen of the county central committees, the United States senators, representatives in congress, the governor, lt. governor, secretary of state, state treasurer, attorney general, members of the board of regents, members of the state board of education, state senators and representatives who are of the party, and any additional members provided for by the state central committee bylaws. Two additional members (bonus members) are allowed from each county that polled more than 10,000 votes for the party's candidate for governor or President of the United States at the last preceding general election. Those additional members are selected by the party county central committees. (1-14-108-2-a)

The state central committee meets between February 15 and April 1 of odd-numbered years to select a chairman, vice-chairman, and a secretary. (1-14-108-1-d) Within 10 days after the adjournment of the organizational meeting, a complete role of membership must be filed with the secretary of state. (1-14-108-2-b) Within 30 days after the meeting, a list of names and addresses of the selected officers must be filed with the secretary of state. (1-14-108-7)

Within 90 days after the organization of the state central committee general guidelines, rules and regulations for all county organizational matters are to be adopted into the state central committee bylaws. Such bylaws shall be filed with the secretary of state within the 30 days after their adoption. (1-14-108-9)

PARTY CENTRAL COMMITTEE POWERS

1. Party controversies.

The state party central committee determines all controversies concerning the party with any other central committee, and also the right to use the party name. The state central committee makes the rules governing the procedures to determine controversies unless the rules have been provided by the state convention. All decisions of the state central committee are final. (1-14-109-1)

2. Central committees.

The state central committee has the power to make all rules for party government. (1-14-110-1)

The county central committees fill all respective vacancies in state, congressional, judicial, senatorial, representative and county commissioner and central committees. (1-14-110-2)

All central committees may select a managing or executive committee and authorize such committee to exercise the powers of the central committee. (1-14-110-3)

3. Party platforms.

Assemblies and conventions may formulate, adopt and publish a platform for the political subdivision they represent. (1-14-111-1)

During the last 15 days of September of each even-numbered year, all of the party candidates, elected officials whose term of office does not expire the next January, the chairmen and vice-chairmen of the state and congressional central committees, meet to formulate the state platform. The platform is made public within 5 days after its formulation. (1-14-111-2)

PRECINCT CAUCUSES

1. Definition.

The precinct caucus is a meeting held the first Monday in May of even numbered years within the precinct or a public place in or proximate to each precinct to select delegates to county assemblies, select candidates for precinct committeepeople and discuss and resolve any other public issues permitted within the rules of the political party. (1-14-104-22) In order to participate in a precinct caucus, or to be a delegate to an assembly, or to be nominated as a precinct committee person, a person must be a resident of the precinct for 32 days prior to the caucus and have been registered and affiliated with the party for at least 3 months. However, if a registered elector has attained the age of 18 years, has become a naturalized citizen, within the 3 months immediately preceding the caucus, he may be a participant of the caucus or a delegate even though he has been affiliated with the political party for less than 3 months as shown on the registration books of the county clerk. (1-14-205-5) The time and place for the caucus is set by the county central committee. (1-14-205-1) Precinct caucus places must be designated by a sign conspicuously posted for at least 10 days before the caucus. (1-14-205-4)

2. Election of delegates.

A. To county assemblies.

Delegates are selected at the precinct caucuses. The persons receiving the highest number of votes are delegates to the county assembly. The county central committee determines the number of delegates from each precinct to be members of the county assembly. (1-14-205-1)

- B. To state senatorial and representative district assemblies.
In each district comprised of one or a portion of only one county, the persons selected as delegates to the county assembly residing in the district also serve as delegates to the senatorial and representative district assemblies. (1-14-205-2-a)

In each district comprised of more than one county or portions of more than one county, the number of delegates to the state senatorial or representative district assembly is apportioned among the counties by the senatorial or representative district central committee. The number of delegates to the district assemblies is apportioned among the counties according to the vote in the county or portion of the county for the party's candidate for governor or President in the last general election, unless the state party bylaws of the district provide a different method to apportion delegates. (1-14-205-2-b)

3. Nominations for precinct committeepeople.

The precinct caucus nominates one candidate for precinct committeeman and one candidate for precinct committeewoman. The persons receiving the highest number of votes are nominated. The officers of the caucus certify the names of the nominated committeepeople to the county assembly. Any disputes regarding the nominees is determined by the credentials committee of the county assembly. (1-14-206-1-a)

Prior to 45 days before the primary election, the preceding officer and the secretary of the county assembly file certificates of nomination of the precinct committeepeople with the county clerk for inclusion on the primary election ballot. (1-14-206-1)

Candidates for precinct committeeperson are exempt from filing a written acceptance with the county clerk. (1-14-206-2) (1-14-203-31)

If existing precinct boundaries are changed or a new precinct is created, the county central vacancy committee selects committeepeople for the precinct, within 10 days after the precinct boundary change. (1-14-206-1-b)

ASSEMBLIES

1. Definition.

Assembly means a meeting of delegates of a political party, organized in accordance with the party rules and regulations, held for the purpose of designating candidates for nominations at a primary election and to select delegates to other assemblies. (1-14-104-1)

2. County.

A. Method of selecting delegates.

The county central committee determines the number of delegates from each precinct to be members of the county assembly. Delegates to the county assembly are selected at the precinct caucuses. County assemblies are held not less than 10 nor more than 30 days after the caucus.

B. Designation of candidates.

The assembly takes only one ballot upon candidates for each public office

within the county. Every candidate receiving 20% or more of the votes cast at the assembly is designated by the assembly as a candidate for nomination at the next primary election according to the order of votes received at the assembly. (1-14-204-2) The candidates are certified by affidavit of the presiding officer and secretary of the assembly. A designated candidate must have been affiliated with the party at least 12 months preceding the date of the assembly. (1-14-204-4)

The certificate of designation must be filed with the county clerk prior to 45 days before the primary election. (1-14-208)

Each candidate designated by assembly for public office must file his written acceptance with the county clerk within 7 days after the adjournment of the assembly, or the candidate is deemed to have declined the designation. (1-14-204-3)

C. Delegates to other assemblies.

The county assembly selects delegates to the congressional, district and state assemblies from among the members of the county assembly except for state senatorial and representative districts comprised of more than one county or all or parts of more than one county. (1-14-205-1)

3. State senatorial and representative district assemblies.

A. Method of selecting delegates.

When a senatorial or representative district is comprised of one or a portion of only one county, persons elected at the precinct caucuses as delegates to the county assemblies, are also delegates to the senatorial and representative district assemblies. (1-14-205-2-a)

When a senatorial or representative district is comprised of more than one county, the number of delegates to the assembly is apportioned among the counties by the district central committee. Two specific amendments in 1977 provide alternate methods of delegate selection in multi-county districts:

- (1) The number of delegates to the district assemblies shall be apportioned among the counties by the party's senatorial or representative central committee according to the vote in the county or portion of the county for that party's candidate for governor or President in the last general election, unless the state party bylaws or bylaws of the district provide a different method to apportion delegates. (1-14-205-2-b)
- (2) The persons elected at precinct caucuses as delegates to the county assemblies will also serve as delegates to the district assembly if the district central committee has adopted by resolution prior to the holding of the precinct caucuses to have the delegates to its district assembly elected as provided in this section. As a part of the resolution, the district central committee may determine the total number of delegate votes to be cast at the assembly. The votes are to be apportioned by county on an equitable basis and then apportioned equally among the delegates from the district precincts. (1-14-205-6)

No district assembly shall be held later than 52 days preceding the primary election. (1-14-204-1)

B. Designation of candidates.

The district assemblies use the same procedure to designate candidates as is used in the county assemblies. (1-14-204-2)

4. Other party assembly designations.

Congressional, district, and state assemblies designate candidates for nominations for congressional, district and state offices, respectively. (1-1-104-1) Candidates are designated by the same procedure as in the county assemblies. (1-14-204-2)

Certificates of designation for any national or state office or for members of the general assembly, district attorney, or other district office greater than a county office must be filed with the secretary of state prior to 45 days before the primary election. (1-14-208)

Candidates designated by assembly must file written acceptances with the secretary of state within 7 days after the adjournment of the assembly or the candidate is deemed to have declined the designation. (1-14-209)

5. Objections to designations and nominations.

All certificates of designation or nomination which are in apparent conformity are deemed valid unless objection is made in writing within 7 days after the filing of the certificate. Notice is then given to all candidates who may be affected. The officer with whom the original certificate is filed decides the validity of the objection within 96 hours after the objection is filed. If an objection is sustained, any defects may be corrected within 3 days. (1-14-212)

CONVENTIONS

1. Definition.

Convention means a meeting of delegates of a political party, organized in accordance with the rules and regulations of the party, held for the purpose of selecting delegates to other political conventions, including national conventions, making nominations for presidential electors, or nominating candidates to fill vacancies to unexpired terms of representatives in congress, or for other political functions. A committee appointed by the convention may perform any of the functions of the convention when authorized to do so by the convention. (1-14-104-2) (1-14-107-1)

2. Delegates to national conventions.

Any convention of delegates of a political party may select delegates to a national political convention. (1-14-107-1)

3. Party nominations made by convention.

A. Vacancies to unexpired terms of representatives in congress.

Nominations are made by convention and certified by affidavit of the convention or committee. (1-14-107-2-a)

B. Nominations for presidential electors.

The names of the candidates for president and vice-president of the United States may be added to the name of the political party certificates of nomination for presidential electors. (1-14-107-2-3) The certificates of nomination are of the same form as for vacancies of unexpired terms of representatives in congress, (1-14-107-2-b) and must be filed with the secretary of state. (1-14-107-3 & 4)

The certificate of nomination must contain the name of the office for which the person is nominated, the name and address of each person nominated, and the political party or committee making the nomination. (1-14-107-2-b) No certificate is to contain the names of more candidates than there are offices to be filled. (1-14-107-2) (c)) If the nomination is made by committee, the certificate must also include a copy of the resolution passed at the convention which authorized the committee. (1-14-107-2-d)

Certificates of nomination must be filed with the secretary of state prior to 45 days before the general or special election. (1-14-107-3) Any person nominated is deemed to have accepted the nomination unless a written declaration is filed with the secretary of state within 7 days after the adjournment of the convention. (1-14-107-4)

4. Objections to nominations.

All certificates of nomination which are in apparent conformity are deemed valid unless objection is made in writing within 7 days after the filing of the certificate. Notice is then given to all candidates who may be affected. The secretary of state decides the validity of the objection within 96 hours after the objection is filed. If an objection is sustained, any defects may be corrected within 3 days. (1-14-212)

VACANCIES IN NOMINATION OR DESIGNATIONS

1. Cause of vacancy.

A vacancy may be caused by declination, death or withdrawal of a candidate or by the failure of an assembly to make a designation for nomination of a candidate. A vacancy may also be caused by the death or resignation of an elective officer after holding the assembly at which a candidate could have been designated for that office. (1-14-211-1)

2. Vacancy committee.

Any vacancy in a party designation may be filled by the central committee of the political subdivision in which the vacancy occurs. (1-14-211-1)

If no other vacancy committee has been selected by the appropriate designating assembly, the vacancy committee may consist of the chairman, vice-chairman, and secretary of the district, county or state party central committees. (1-14-211-2-b)

In multiple county districts, other than state senatorial or state representative districts, if no vacancy committee or district officers have been selected, the chairmen, vice-chairmen, and secretaries of the various county central committees within the district shall appoint the vacancy committee for the district, provided that each county within the district is proportionately represented based on the appointment of delegates in the last district assembly of the party. (1-14-211-2-b)

In state senatorial and state representative districts comprising more than one county, if no vacancy committee has been selected by the assembly, the vacancy committee shall consist of the precinct committeepeople from each precinct in the district. (1-14-211-2-b)

3. Eligibility of vacancy candidate.

In order to be eligible to be appointed to fill a vacancy in nomination or designation, a person must have been affiliated with the political party for at least 12 months preceding the assembly at which the original designation was made. (1-14-211-1)

4. Vacancy appointments.

Any vacancy in party designations occurring prior to 45 days preceding the primary election but after holding the party assembly may be filled by the respective party central committee. (1-14-211-1)
Any vacancy in party designations or nominations occurring during the 45 days preceding the general election, but on the day of or after holding the primary election, may be filled by the respective party central committee. (1-14-211-2-a)

5. Filing of certificates of designation to fill a vacancy.

Certificates of nomination for persons designated to fill a vacancy as a candidate for nomination to office must be filed with the officer with whom the original designation was filed, no later than 45 days prior to the primary, general or special election. (1-14-211-5) The secretary of state or the county clerk then inserts the name of the person designated or nominated in place of the original candidate. (1-14-211-6)

6. Vacancies of joint candidates.

No vacancy in designation or nomination for the office of governor or lt. governor affects the candidacy of the other joint candidate. (1-14-213)

7. Vacancies in elected county offices.

Vacancies in elected county offices occurring during a term of office are filled by appointment until the next general election. Candidates are then elected to fill the office for the remainder of the term of office.

If the vacancy occurs prior to the political party assembly, the county clerk notifies the chairman of each political party that the office will be on the ballot for the next primary election and candidates are designated by assembly or petition. (1-14-211-7 (a))

If the vacancy occurs after the political party assembly and prior to 45 days before the primary election; the county clerk adds the office to the notice of election and notifies the chairmen of each major political party that the office will be on the ballot for the next primary election. Candidates for the office

are designated by petition or by the respective party central vacancy committee for the political subdivision (1-14-211-7-b)

If the vacancy occurs during the 45 days prior to the primary election and prior to 45 days before the general election, the county clerk adds the office to the notice of election for the general election. Nominations are made by the respective party central committee vacancy committee for the political subdivision. (1-14-211-7-c)

DESIGNATION OF PARTY CANDIDATES BY PETITION

1. Petition form.

Candidates for political party nominations may be placed on the primary election ballot by petition. Every petition must state the name of the office for which the person is a candidate, the candidate's name and address, and the name of the political party which the candidate represents. (1-14-207-1) The petition may contain more than one sheet. (1-14-207-3)

2. Candidate qualifications.

The candidate, placed in nomination by petition on behalf of any political party, must have been affiliated with the party for at least 12 months before the filing of the petition. (1-14-207-5)

3. Petition circulating.

No person is eligible to circulate any petition unless he has been affiliated with the political party mentioned in the petition for at least 3 months prior to the filing of the petition. (1-14-207-8)

4. Petition signers.

Electors must also print their names and addresses and the date they sign the petition. Each signer makes an oath, before any officer (other than the candidate) authorized to administer oaths, that he has given his correct name and address, that he has been a member of the party for at least 3 months, that he intends to vote for the candidate at the ensuing election, and that he has not signed any other petitions for the same office. (1-14-207-3)

5. Candidate endorsement.

Every petition, before it is filed, must be endorsed by the candidate acknowledging the acceptance of the nomination. (1-14-207-4)

6. Order of names on the primary ballot.

Candidates by petition for any office follow assembly designated candidates on the primary ballot and are placed in alphabetical order. (1-14-209-2)

7. Number of signatures required.

A. County offices.

Every petition of a candidate for any county office must be signed by not less than 250 registered voters of the party or 10% of the gubernatorial vote cast in the political subdivision at the last preceding gubernatorial election by the political party which the candidate represents, whichever is less. (1-14-207-2-a)

Every petition of a candidate for county commissioner in counties which voted to increase the number of commissioners from 3 to 5 and elect commissioners by districts must be signed by 10% of the registered voters in the district or 10% of the gubernatorial votes cast at the last preceding gubernatorial election by the political party which the candidate represents, whichever is less. (1-14-207-2-a)

The petition must be filed with the county clerk prior to 45 days before the primary election. (1-14-208)

B. District office greater than a county office.

Every petition of a candidate for a member of the general assembly, district attorney, or any district office greater than a county office must be signed by not less than 500 registered voters, or 10% of the gubernatorial votes cast in the district at the last preceding gubernatorial election by the political party which the candidate represents, whichever is less. (1-14-207-2-b)

The petition must be filed with the secretary of state prior to 45 days before the primary election. (1-14-208)

C. State office.

Every petition of a candidate for an office to be filled by vote of the electors of the entire state must be signed by registered voters within each congressional district in a number equal to at least 2% of the votes cast in that district at the previous general election for the political party's candidate for the office for which the petition is being circulated. (1-14-207-2-c)

The petition must be filed with the secretary of state prior to 45 days before the primary election. (1-14-208)

8. Objections to petitions.

All petitions which are in apparent conformity are deemed valid unless objection is made in writing within 7 days after the filing of the petition. Notice is then given to all candidates who may be affected. The officer with whom the original petition is filed decides the validity of the objection within 96 hours after the objection is filed. If an objection is sustained, any defects may be corrected within 3 days. (1-14-212)

PARTY RESPONSIBILITIES FOR ELECTIONS

1. Branch registration.

A. Establishment.

In any county having a population of less than 50,000, the county commissioners must establish at least one branch registration office. If more than one branch office is established, they should serve areas in the county equal in population and accessible to all cities and towns. The number of branch offices may be equal to the total number of general assembly representatives of the county. (1-2-215-1) In every county having a population of 50,000 or more, the county commissioners must establish branch registration offices. The number of branch offices open on any day must not be less than the total number of members from the county in the house of representatives nor more than twice that number. Each branch office must be open for at least 3 consecutive days in each location (1-2-215-2)

B. Branch office times.

Branch registration offices are to be open on or after the sixty-third day until and including the thirty-second day preceding each primary election

and on or after the day following the primary election until and including the thirty-second day preceding each general election. The offices are not open on legal holidays or Sundays.

C. Sites and personnel.

The sites and personnel for branch registration offices are selected equally from lists submitted by the county's major political party chairmen. The lists submitted to the county clerk should identify persons known to speak a language other than English if they are to perform as branch registrars in areas in which 3% or more of the qualified electors are non-English speaking. The lists are to be submitted at least 10 days prior to the earliest authorized branch openings. All personnel must take a course of training under the county clerk and be under supervision of the county clerk. Voters at branch offices are registered in the same manner as if registration were made in the office of the county clerk. (1-2-215-3)

2. Election judges

A. List furnished by precinct committeepeople.

Not later than 10 days after the precinct caucuses all precinct committeepeople shall submit to the county chairman of each major political party the names and addresses of not less than 3 nor more than 10 persons to serve as judges of the election. The committeepeople certify to the county chairman that the persons named are 18 years of age, reside in the precinct, are affiliated with the political party, and are physically and mentally capable to attend a class of instruction and act as judges of the election and that each person named has been contacted and willing to serve. (1-3-105)

B. Recommendations by county chairmen.

No later than the first Tuesday of June in even-numbered years, the county chairman of each major political party, certifies to the county clerk, the names and addresses of not less than 3 nor more than 10 registered electors to serve in each precinct as judges of the election. The chairman certifies that the persons named on the list are 18 years of age and were recommended to serve as judges in each of the precincts in the county, and are qualified and willing to attend a class of instruction and serve as judge of the election. (1-3-106-1)

Each county chairman designates the order of choice of the names, and the county clerk selects names from the list in order of that designation. (1-1-106-2)

If the precinct committeepeople do not furnish a list of names to the county chairman the chairman may select the electors to be recommended to the county clerk to serve as judges, in which case the precinct residence requirement may be waived if necessary. (1-3-106-3)

If there is no county chairman or vice-chairman in the county, the county clerk makes the appointments of judges by obtaining lists of names from precinct committeepeople and selecting representatives of the two political parties, in which case the precinct residence requirement may be waived if necessary. (1-3-106-4)

C. Appointment of election judges.

On the first Tuesday in July in even-numbered years, the county clerk appoints the judges of election for each precinct in the county by selecting names from lists submitted by the county chairmen. The term of office of election judges is for 2 years from the time of appointment.

The county clerk's office files a list of all persons appointed, giving their names, addresses, and precincts. (1-3-101) Within 5 days after the appointment of the election judges, the county clerk issues certificates of appointment and mails a certificate to each person appointed. (1-3-107) A form for acceptance of the appointment is included with each certificate. Each person appointed as a judge must file his acceptance in the office of the county clerk within 12 days after the mailing. Failure of any person appointed to file an acceptance results in a vacancy. (1-3-108) The clerk mails a certified list of all judges appointed in the county to the political party county chairmen. (1-3-107)

Each county clerk holds a school of instruction for all election judges not more than 3 weeks or less than 3 days prior to any primary, general, or special election. (1-3-108-2)

D. Vacancies.

If for any reason a person selected to serve as a judge of election refuses, fails, or is unable to serve, it is the duty of that person to notify the county clerk. The county clerk appoints a judge from the list previously submitted by the county chairman of the political party to which the person belongs. If there are no names remaining on the submitted list, the county clerk notifies the county chairman, who recommends the name of another person to serve as election judge. (1-3-109-1) If any receiving judge of election is not present at the opening of the polls but appears within 30 minutes the judge is entitled to serve, and the judges make note of the fact in their official returns from the precinct polling place. If any judge of election fails to appear at the polling place by 7:30 AM, the vacancy is filled by vote of the registered electors who are present at the polling place. The person elected to fill the vacancy serves only for that election. (1-3-109-2)

E. Removal of an election judge.

The county chairman may file a statement with the county clerk that after investigation, the chairman is of the opinion that the party is not faithfully or fairly represented by an election judge. The county clerk notifies the judge of the removal and a successor is appointed in the same manner as the filling of a vacancy. (1-3-110)

If an election judge fails or neglects to perform the duties of the office, another judge, the county clerk, the county chairman of a political party, or an elector of the appointed judge's precinct may cause action for the removal of a judge. (1-12-102-1) Any elector may file a brief petition in the district court at any time up to ten days before any general, primary, or special election, stating the facts constituting the cause for the removal of a judge of election. (1-12-102-2-a)

F. Judges for new or changed precincts.

Within 10 days after the boundaries of an existing election precinct are changed, the county clerk appoints judges of election for the new or changed precinct in the same manner as provided for filling vacancies. (1-3-115)

3. Watchers.

A. A watcher means a registered elector residing within the county who has

been selected by a political party chairman or candidate to serve at a polling place with the right to remain inside the polling place from at least 15 minutes prior to the opening of the polls until after the completion of the count of votes cast at the election and the certification of the county by the election judges. (1-1-104-30) Watchers are required to take an oath administered by one of the judges, that they will not reveal the result of the votes as they are being counted until the polls have closed. (1-13-112)

B. Primary elections.

Each political party participating in a primary election is entitled to have a watcher in each precinct in the county. The chairman of the county central committee of each political party certifies the persons selected as watchers on forms provided by the county clerk. (1-15-104-1) In addition, at the primary election, a candidate for nomination on the ballot is entitled to act as a watcher or appoint a watcher to act in his behalf in every precinct in which he is a candidate. The candidate certifies the persons appointed as watchers on forms provided by the county clerk. (1-15-104-2)

C. General elections.

Each major political party participating in a general election is entitled to have one watcher at any one time in each precinct polling place in the county. The chairmen of the county central committee of each major political party submits the names of one or more persons selected as watchers in each precinct to be certified by the county clerk. (1-5-109-1) Each watcher has the right to maintain a list of voters, to witness and verify each step in the conduct of the election, and in the case of discrepancies, to assist in the correction (1-5-109-2) Watchers at a polling place are allowed, with the permission of the county clerk, to insert copying paper in the poll book, so as to receive a copy of the names of people who have voted as the balloting progresses, so long as it does not interfere or impede the balloting. Any political party also has the right to maintain watchers at the absent voters' precinct and in the office of the county clerk during the period when absentee ballots are applied for and received. (1-7-119)

D. Challenges.

A watcher may challenge any person offering to vote who he believes is not a qualified registered elector. (1-8-102)

E. Interfering with a watcher.

Any person who intentionally interferes with a watcher at any general, primary, or special election is guilty of a misdemeanor. (1-13-110)

4. Canvass.

The county chairman of each of the two major political parties appoints a qualified elector, who is a resident of the county, to act as a member of the county board of canvassers. The county chairmen certify the appointment to the county clerk at least 15 days before any primary, general, or special election. The appointees along with the county clerk constitute the county board of canvassers. If for any reason an appointee refuses, fails, or is unable to act, the county clerk notifies the county chairman by the speediest and most convenient method. It

is the duty of the county chairman to appoint another person to the board. If there is no chairman or vice-chairman in the county or if the vacancy occurs on the date of the meeting, the county clerk makes the appointment to fill the vacancy as nearly in compliance with the intention of this section as possible. (1-9-101-1)

Each member of the county board of canvassers, except the county clerk, receives not less than \$15 nor more than \$30 for each day in which he is engaged in assisting in the opening of the election returns and making abstracts of the votes cast. The fees are set by the county clerk and paid by the county. (1-9-101-2)

Primary Election
September 12, 1978

ELECTIONS CALENDAR
FOR 1977 AND 1978

General Election
November 7, 1978

1977

CAUCUS

May 11 -	Last day for candidate to affiliate with or change party to be eligible for designation at assembly.	1-14-204 (4)
July 22		
Nov. 6	Last day for establishing residency within the district by senatorial or representative candidate.	Colo. Const. Art. V, Sec. 4
1978		
Feb. 1	Last day to affiliate to vote in precinct caucus.	1-14-101
March 31	Elector must be resident of precinct 32 days to be eligible to vote in caucus.	1-14-101
April 21	Last day to post precinct caucus signs.	1-14-205 (4)
April 28	Elector who signs or circulates party candidate petition must have been affiliated with party for at least 3 months prior to filing petition.	1-14-207 (6)
May 1	Precinct caucus day.	1-14-205 (1)
May 11	First day to hold county assembly.	1-14-205 (1)
May 11	Last day for precinct committee people to submit lists of election judges to county chairman.	1-3-105
May 11 -	Candidates acceptance to be filed within 7 days after assembly.	1-14-204 (3)
June 6		
May 31	Last day to hold county assembly.	1-14-205 (1)
June 6	Last day for county chairman to certify lists of election judges to county clerk.	1-3-106 (1)
June 7	Last day county commissioners to alter precinct boundaries.	1-4-201 (2)
June 14	Earliest day to apply for absentee ballot (primary election)	1-7-102 (4)
July 10	Last day for county clerk to appoint election judges.	1-3-107
July 11	Branch registration offices open. (primary)	1-2-215
July 22	Last day to hold district and state assemblies.	1-14-204 (1)
July 22	Last day for election judges to file acceptance with county clerk. (12 days after appointment mailing)	1-3-108
July 28	Last day for party central committee to fill vacancy. (primary)	1-14-211 (2) (a)
July 28	Last day to file party petitions and designation certificates. (primary)	1-14-208
July 28	Last day for candidate to withdraw. (primary)	1-14-210
July 29	Last day to file district and state designated candidate acceptance and qualifications with Secretary of State. (within 7 days after assembly)	1-14-204 (3)
Aug. 9	Earliest day to apply for absentee ballot. (general)	1-7-102 (4)
Aug. 11	Last day for Colorado resident to register for primary election. (in person, by affidavit, federal post card or branch registration)	1-2-101 (1) (b)
Aug. 11	Last day to change party affiliation to vote in primary election.	1-14-103 (1)
Aug. 12	First day deferred registration (elector registered, not eligible to vote in primary election)	1-2-202 (5)
Aug. 28	Earliest day absent voter may vote on voting machine in county clerk's office. (primary election)	1-7-110
Sept. 1	Last day county clerk to publish list of candidates. (primary election)	1-15-101
Sept. 1	Last day to post polling place signs. (primary election)	1-4-201 (1)
Sept. 6	Last day for write-in candidate to file intent. (primary)	1-15-106 (7)
Sept. 6	Registration closes until after primary election.	1-2-202 (5)
Sept. 8	Last day to apply for absentee ballot (primary)	1-7-102 (4)
Sept. 8	Last day for absent voter to vote on voting machine in county clerk's office. (primary)	1-7-110

Sept. 12	PRIMARY ELECTION	1-14-202 (1)
Sept. 12	Absentee ballots to be in county clerk's office by 7 PM.	1-7-106 (1)
Sept. 13	First day of branch registration. (general)	1-2-215 (2)
Sept. 13	Registration opens after primary election.	1-2-202 (1)
Sept. 18	Last day for primary election preliminary abstract of votes to be mailed to Secretary of State.	1-9-102
Sept. 22	Last day candidate may withdraw from nomination for general election.	1-14-210
Sept. 22	Last day to fill vacancy before general election (party central committee)	1-14-211 (5)
Sept. 27	Last day county clerk to mail official abstract of primary election to Secretary of State.	1-9-107
Oct. 6	Last day for Colorado residents to register for general election (in person, by affidavit, federal postcard or at branch registration)	1-2-202 (1)
Oct. 6	Last day for Secretary of State to send notice of general election to county clerks.	1-4-101 (1)
Oct. 7	First day of deferred registration (elector registered, not eligible to vote in general election)	1-2-202 (5)
Oct. 9	Last day of registration for "overseas citizens". (May vote for federal officers only)	1-2-204.5
Oct. 23	Earliest day absent voter may vote on voting machine in county clerk's office. (general)	1-7-110
Oct. 28	Last day for county clerk to give notice of general election.	1-4-102 (1)
Oct. 28	Last day to post polling place signs. (general)	1-4-201 (1) (a)
Nov. 1	Registration closes until after the general election.	1-2-202
Nov. 1	Last day for write-in candidate to file intent. (general)	1-4-207 (7)
Nov. 3	Last day to apply for absentee ballot. (general)	1-7-102 (4)
Nov. 3	Last day for absent voter to vote on voting machine in county clerk's office.	1-7-110
Nov. 7	GENERAL ELECTION	1-16-101
Nov. 7	Absentee ballots to be in county clerk's office by 7 PM.	1-7-106
Nov. 17	Last day for preliminary abstract of general election votes to be mailed to Secretary of State.	1-9-102
Dec. 7	Last day for official abstract of general election votes to be mailed to Secretary of State.	1-9-107
Dec. 12	Last day for Secretary of State to canvass votes in general election.	1-9-109 (1) (b)

CAMPAIGN REFORM ACT FILINGS

CRA 1	Candidate Affidavit - 10 days after announcement.
CRA 2	Candidate disclosure statement (10 days after candidate affidavit is filed) applies to district, judicial and state officers only.
CRA 3	Committee statement of organization (15 days after bank account opened or initial contribution).
CRA 4	Contributions - Expenditures - 1978
	Sept. 1 (11 days before primary election)
	Oct. 12 (30 days after primary election)
	Oct. 27 (11 days before general election)
	Dec. 7 (30 days after general election)

POLITICAL PARTY CENTRAL COMMITTEES
All Members of the Party

	STATE	CONGRESSIONAL
MEMBERSHIP	Chairmen and vice-chairmen of the county central committees United States senators Representatives in congress Governor Lieutenant Governor Secretary of State State Treasurer Attorney General Board of Regents State Board of Education State Senators State Representatives Bonus members Additional members provided for by the committee bylaws 1-14-108 (2) (a)	Chairmen and vice-chairmen of the country central committees within the district United States congressmen State Board of Education member for the district Board of Regent member for the district State Senators who reside in the district State Representatives who reside in the district Bonus members Additional members provided for by the state central committee bylaws 1-14-108 (3)
OFFICERS	Chairman Vice-chairman Secretary 1-14-108 (1) (d)	Chairman Vice-chairman Secretary 1-14-108 (1) (d)
MEETING TIME	Between February 15 and April 1 of the odd-numbered years 1-14-108 (1) (d)	Between February 15 and April 1 of the odd-numbered years 1-14-108 (1) (d)

STATE SENATORIAL

	Comprised of one county or a portion of one county	Comprised of more than one county
MEMBERSHIP	All precinct committeepeople within the district State Senator State Representatives who reside in the district Chairman, Vice chairman and Secretary of the committee Chairman and Vice-chairman of the county central committee 1-14-108 (5) (b)	Chairmen & Vice-chairmen of the county central committees within the district State Senator State Representatives who reside in the district Chairman, Vice-chairman and Secretary of the committee 1-14-108 (5) (a)
OFFICERS	Chairman Vice-chairman Secretary 1-14-108 (1) (c)	Chairman Vice-chairman Secretary 1-14-108 (1) (d)
MEETING TIME	Same day as the county central committee 1-14-108 (5) (b)	Between February 15 and April 1 of the odd-numbered years 1-14-108 (1) (d)

STATE REPRESENTATIVE

	Comprised of more than one county	Comprised of a portion of one county
MEMBERSHIP	Chairmen and Vice-chairmen of the county central committees within the district State Representative State Senator who resides in the district Chairman, Vice-chairman & Secretary of the committee 1-14-108 (6) (a)	All precinct committeepeople within the district State Representative State Senators who reside in the district Chairman, Vice-chairman & Secretary of the committee Chairman & Vice-chairman of the county central committee 1-14-108 (6) (b)
OFFICERS	Chairman Vice-chairman Secretary 1-14-108 (1) (c)	Chairman Vice-chairman Secretary 1-14-108 (1) (c)
MEETING TIME	Between February 15 and April 1 of the odd-numbered years 1-14-108 (1) (c)	Same day as the county central committee 1-14-108 (6) (b)

JUDICIAL

	Comprised of more than one county	Comprised of one county or a portion of one county
MEMBERSHIP	Chairman and Vice-chairmen of the county central committees within the district District Attorney of the district Bonus members Additional members provided for by the district bylaws 1-14-108 (4)	All precinct committeepeople within the district District Attorney Chairman, Vice-chairman & Secretary of the county central committee who reside in the district 1-14-108 (4) (d)
OFFICERS	Chairman Vice-chairman Secretary 1-14-108 (1) (d)	Chairman Vice-chairman Secretary 1-14-108 (1) (d)
MEETING TIME	Between February 15 and April 1 of the odd-numbered years 1-14-108 (1) (d)	Between February 15 and April 1 of the odd-numbered years 1-14-108 (1) (d)

	COUNTY	COUNTY COMMISSIONER
		Only in counties of 70,000 or more population and having 5 commissioners
MEMBERSHIP	All precinct committeepeople District Captains and Co-captains Committee Officers County Public Officials State Public Officials who reside in the county State Senators who reside in the county State Representatives who reside in the county United States Senators who reside in the county United States Representatives who reside in the county District Attorney 1-14-108 (1) (b) (I)	All precinct committeepeople of the district Committee Officers State Senators who reside in the district State Representatives who reside in the district District Attorney who resides in the district 1-14-108 (1) (b) (II)
OFFICERS	Chairman Vice-chairman Secretary Other officers as provided for in the county bylaws 1-14-108 (1) (c)	Chairman Vice-chairman Other officers as provided for in the district bylaws 1-14-108 (1) (b) (II)
MEETING TIME	Between February 1 and February 15 of the odd-numbered years 1-14-108 (1) (c)	Same day as the county central committee 1-14-108 (1) (b) (II)

ADMINISTRATIVE GUIDELINES

1. Election forms are approved by the Secretary of State (1-1-109) and are usually available in the office of the county clerk. Some forms, such as party petition forms, are purchased by the candidate from a commercial printer who stocks the approved forms. Assembly designation forms may be available from county clerks or may need to be purchased from a printer, depending on the county.

Samples of approved forms are on file in the Elections Division, Secretary of State's office.

2. A precinct caucus may be held in a private home within the precinct or held in a public place in, or proximate to, the precinct (p 6 booklet, 1-1-104-22). A precinct caucus may not be held in a private home proximate to the precinct.
3. Assemblies are held every two years. Conventions are held in presidential election years only.
4. A candidate should file the acceptance of designation immediately after the assembly is held and may file it before the designation is filed with the county clerk or secretary of state.
5. In larger counties in the state the canvass board of three persons is too small to handle the canvass duties. In these counties the county clerk may request additional names from the political party for clerks to assist the canvass board. These are appointed in teams of 1 Democrat and 1 Republican to maintain the two party balance.

