

Candidate Signature Gathering Guide

Read the following instructions carefully so that you understand all new processes and procedures.

Training for Gathering Signatures:

Anyone gathering signatures should complete the training linked below. The training is free and should be taken by the candidate, all circulators, and anyone with whom they contract to gather signatures.

Training link and QR code: <https://content.buildxcl.com/xcl.html?i=9320498379&rememberme=on>



"In recent years, over 20 individuals have faced charges and pleaded guilty to felonies and misdemeanors linked to signature gathering offenses, predominantly fraud and forgery."

The actions of those collecting signatures is a direct reflection on the candidate. Know who you are hiring and who is gathering signatures on your behalf. If you become aware of issues, immediately and proactively reach out to the Lt. Governor's Office or the county clerk.

Packet Submission (Utah Code 20A-9-408.3):

New! Packets can be submitted on a weekly basis each Friday before 4:00 pm or any day the week the packets are due. There is no longer a requirement to save up petitions until the threshold is met.

Packets for Federal and multi-county races must be turned in to the Davis County clerk. All other packets must be submitted to the county clerk where the district is located.

To submit signatures, ensure the following are completed:

- Label the front of each signature packet with a unique, consecutive number;
- Sort all packets in a given submission in numeric order from smallest to largest. and
- Provide the election officer with a document containing:
 - For each signature packet submitted at the same time:
 - The number assigned to the signature packet under; and
 - The number of signatures in the signature packet;
 - Total number of signature packets submitted at the same time;
 - The sum of all signatures on all signature packets submitted at the same time;
 - A list of all individuals who collected signatures for the signature packets submitted together, including for each the individual's:
 - Full name;
 - Residential address;
 - Phone number; and
 - Email address; and
 - A certification that each individual was at least 18 years old when the individual collected the signatures.

If you fail to properly disclose a circulator, the election officer will reach out to you for that information. Failure to provide that information within three calendar days will result in all of the packets for that circulator being rejected.

Packet Processing

Packets will be processed in the order they are received by trained election workers. The first valid signature will be counted for a voter who signs more than one packet or signs for multiple candidates in the same race. Signatures will be verified until 110% of the required number of signatures have been verified or until there are no more signatures to be verified for the candidate.

Once the threshold is met, an audit will be conducted on 1% of the signatures that were reviewed. Following the audit, the candidate will be notified in writing if they have met the threshold to be placed on the primary election ballot.

Signature totals will be posted on www.vote.utah.gov each business day morning. Voters may view all of the petitions they have signed in the past six months on www.vote.utah.gov.

Observing Candidate Packet Signature Verification (Utah Code 20A-3a-801(5)&(7)):

A watcher may observe all aspects of the signature verification process. A watcher cannot violate a voter's privacy, record the process, or divulge information on status or counts of signatures, except what has been posted on www.vote.utah.gov.

Viewing Signature Packets (Utah Code 20A-9-408.1):

The following can review a complete, unredacted candidate nomination document:

- The Candidate the signatures relate to, or their campaign representative.
- Opposing Candidates seeking placement on the same primary ballot for the same office and party, or their campaign representative.
- The Chair or Vice Chair of the State Political Party involved (Federal, statewide, or multicounty races).
- The Chair or Vice Chair of the County Political Party involved, *if* the office sought is within a jurisdiction no larger than a single county.

The above individuals may not view a candidate nomination document after the election officer certifies the results of the applicable primary election race.

Those who view the document may not (1) make a copy, image, or other recording of it, or (2) disclose any private information related to an individual whose voter registration record is classified as private.

An electronic listing of petitions signers is available upon request for \$50 per report. Reports do not include private or withheld voters.

Refer to the 2026 Candidate Manual for additional information on nomination petitions and signature gathering.