

DARLA WIERZBICKI, CHAIRWOMAN  
TOM BROWN, MEMBER  
AARON CRAIG, ATTORNEY  
HEATHER HALL, DIRECTOR



MEGAN WORD, SECRETARY  
ANTHONY BOLOGNA, MEMBER  
STEVEN B. SALMON, ATTORNEY  
TIFFANY ELLISON, DIRECTOR

**CLAY COUNTY**  
**BOARD OF ELECTION COMMISSIONERS**  
100 W. Mississippi Street. Liberty, MO 64068 Phone: 816-415-8683 Fax: 816-792-5334  
[www.voteclaycountymo.gov](http://www.voteclaycountymo.gov)

**Summary - 2024 Filing Requirements**  
**Filing opens February 27 at 8am and closes March 26 at 5pm**

**County Commissioner**

**Eastern District – At Large**  
**Western District – At Large**  
**Eastern District – Seat 1**  
**Western District – Seat 1**  
*(Clay County Charter, Section 2.03)*

The qualifications to serve as a member of the County Commission shall be:

- A resident and registered voter of Clay County for at least two (2) years prior to the date of taking office and, if serving as a District Commissioner, a resident of their respective district for at least one (1) year prior to the date of taking office
- Remain a resident and registered voter of Clay County and, if serving as a District Commissioner, remain a resident and registered voter of their respective district throughout their term of office

**Sheriff**

*(Clay County Charter, Section 4.03)*  
*(Missouri Statutes, Section 57.010; 57.020)*

- A resident and registered voter of Clay County for at least two (2) years prior to the date of taking office.
- Remain a resident and registered voter of Clay County throughout their term of office
- Meet all other qualifications for the office, as set forth in Missouri law
- U.S. Citizen, Missouri resident at least one year prior to election\*
- County resident for one year prior to filing
- Resident taxpayer & registered voter of the County, at time of filing\*\*
- Cannot have been convicted (or pled guilty to) a felony (Section 115.306)
- Must be current in payment of state income tax, personal property tax, municipal taxes, and real estate property tax on residence (Section 115.306)
- Capable of obtaining bond of at least \$5,000
- Cannot be given the oath of office if delinquent on any candidate committee reports (if or individual serves as treasurer of any candidate committee with delinquent reports) required by Missouri Ethics Commission (Section 130.071)
- Must be a licensed peace officer at time of filing (Section 57.010)

## **County Assessor**

*(Clay County Charter, Section 4.03)  
(Missouri Statutes, Section 57.010; 57.020)*

- A resident and registered voter of Clay County for at least two (2) years prior to the date of taking office
- Remain a resident and registered voter of Clay County throughout their term of office
- Meet all other qualifications for the office, as set forth in Missouri law.
- U.S. Citizen, Missouri resident at least one year prior to election\*
- Resident & registered voter of the County, at time of filing\*\*
- Cannot have been convicted (or pled guilty to) a felony (Section 115.306)
- Must be current in payment of state income tax, personal property tax, municipal taxes, and real estate property tax on residence (Section 115.306)
- Capable of obtaining bond of at least \$1,000
- Cannot be given the oath of office if delinquent on any candidate committee reports (or if individual serves as treasurer of any candidate committee with delinquent reports) required by Missouri Ethics Commission (Section 130.071)

*Note: takes office September 1; additional training required (53.255)*

## **Township Committeeman/ Committeewoman**

*(Missouri Statutes, 115.607)*

- U.S. Citizen, Missouri resident at least one year prior to election\*
- Resident & registered voter of the County, at time of filing\*\*
- Resident & registered voter of both the County and district for at least one year prior to election.
- Cannot have been convicted (or pled guilty to) a felony (Section 115.306)
- Must be current in payment of state income tax, personal property tax, municipal taxes, and real estate property tax on residence (Section 115.306)

## **Documents/items required in order to file for all County offices:**

1. Election officials shall require proof of identity of persons when filing declarations of Candidacy in person and when filing by mail as provided in subsection 2 or 5 of this section. RSMO 115.355 (4). Please have voter registration card with you.
2. Each potential candidate for election to a public office shall file an affidavit with the department of revenue Form 5120 and include a copy of the affidavit with the declaration of candidacy required under section 115.349. RSMO 115.342 (2). The Election Authority will have these forms available when you file in person or you can obtain this form from the Department of Revenue or the, DOR Website.

## **Ballot Placement:**

Candidates who file on the first day by 5:00 p.m. will select a number by random drawing. The random number drawn determines the candidate's primary ballot placement. After the first day, candidates are placed on the ballot in the order of their filing. (*Section 115.395, RSMo.*)

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*Please note – this list was prepared as a courtesy to prospective candidates and to the public. Candidates are responsible for researching the full requirements and responsibilities of the particular office they seek.*

*\*All persons elected or appointed to "public office", Missouri Constitution, Article VII, Section 8.*

*\*\*Required in Declaration of Candidacy, Missouri Statutes, Section 115.349(3).*

*\*\*\*Missouri Constitution, Article V, Sec 26 gives judges a mandatory retirement age of seventy; the Declaration of Candidacy states candidates must "qualify" to serve. A successful 69-yr old candidate could only serve a one-year term.*