



TO: Candidates filing for City offices in the 2026 Election
FROM: Alissa McClure, City Clerk
DATE: May 19, 2026
RE: Campaign Information and Required Finance Reports

In this packet, you will find forms and informational sheets to assist you with your campaign as you run for City office and others that must be filed with the City Clerk's Office to meet the requirements of the law. Please read through this information thoroughly and feel free to contact me should you have any questions. My contact information is on the 2nd page.

Documents included in this packet:

- 1) **Affidavit of Candidacy:** Your name will be placed on the official ballot *in the exact manner as printed on the Affidavit of Candidacy form*. The form must be filed between May 19, 2026 and June 2, 2026.
 - a) If you choose to withdraw, you have until 5:00 P.M. June 4, 2026 to file an Affidavit of Withdrawal. (MN Election Laws 205A.06 sub.5)
- 2) **Address:** On May 18, 2026, the Governor signed into law [HF 4239](#), modifying the requirements for candidates to classify their address as private when filing. This law takes effect May 19, 2026. You may choose to classify your address as private on the Affidavit of Candidacy when you file.
- 3) **Phone Number:** Only judicial, county attorney and county sheriff candidates are exempt from the candidate phone number requirement. These candidates do not need to submit any additional paperwork. *All other candidates **must** provide a phone number.*
- 4) **Voluntary Disclosure Form:** This form is not required when filing and is optional. All information in your file is public and may be released to the press, unless you have requested your information be private on the Affidavit of Candidacy form.
- 5) **Campaign Financial Reports & Due Dates:** This section includes information regarding definitions and filing requirements. **An initial report must be filed within 14 days after the candidate or committee receives contributions or makes disbursements of more than \$750 in a calendar year.** (MN Statutes, Chapters 211A and 211B)

Once you have either received contributions or made disbursements of more than \$750 in a calendar year and an initial report has been filed, reports are then required on the following

dates until a final report is filed:

- 1) Due 10 days prior to the August 11, 2026 primary (due even if no primary): **Due Friday, 7/31/2026**
- 2) Due 10 days prior to the November 3, 2026 general election: **Due Friday, 10/23/2026**
- 3) Certification of Filing: *each* candidate and committee treasurer (whether you win or not) must certify within 7 days after the general election that all required reports have been filed or that the candidate and committee have not received contributions nor made expenditures in excess of \$750 in a calendar year. **Report is due by Tuesday, 11/10/2026**. No certificate of election will be issued to a successful candidate who has not filed such a certification. *MN Statutes 211A.05, sub. 1.*
- 4) Due 30 days after the general election: **Due Thursday, 12/3/2026**.
- 5) Due January 31, 2027 and each January 31 following the year when the initial report was filed, until a final report is filed.

Final Report: may only be filed when all debts have been settled and all assets in excess of \$100 in the aggregate are disposed of. (Check “Final Report” under *Type of Report* on the Campaign Financial Report Form.)

PLEASE NOTE: I am not qualified to answer questions regarding campaign finance. Please check the Campaign Manual. Additional information is available at the Secretary of State’s Website (www.sos.state.mn.us):

- Click on “Election Administration”
- Click on “Become a Candidate”.

You can also contact the Secretary of State via email at secretary.state@state.mn.us or via phone at (877) 600-8683.

Where to file reports:

City of Hermantown
Attn: Alissa McClure, City Clerk
5105 Maple Grove Road
Hermantown, MN 55811

Petition in Lieu of Election Filing Fee: This petition may be filed in lieu of the \$10.00 filing fee requirement. (*MN Statutes 205A.06 sub. 4*)

Please feel free to contact me at amcclure@hermantownmn.com or (218) 729-3605 if you have any questions. I am best reached via email. I will assist you the best I can. Best of luck!