



# Instructions for Submitting Voters' Pamphlet Argument November 8, 2022, Voters' Pamphlet Filing Fees and Deadlines

## Measure Argument Filing Fee

\$300 or 300 verified voters' signatures

## Measure Argument Filing Deadline

5:00 p.m., September 13, 2022

### General

1. The completed filing (attached argument, required forms, and \$300 or 300 signatures of electors of the City of Eugene) must be received by the City Recorder, 101 West 10th Avenue, Suite 203, Eugene, OR 97401, no later than 5:00 p.m. on the filing deadline. Postmarks will not be considered. **Any filings received after the 5:00 p.m., September 13 deadline will be rejected.**
2. Special Covid-19-related instructions/options:
  - Arguments **must** be submitted electronically to KLaSala@eugene-or.gov.
  - All other materials (argument, Form COE-VP, Statement of Endorsements) may be submitted electronically. Payment made separately by arrangement.
  - Materials (including payment) may be submitted by mail to the address above. Must be received by 5 p.m. on September 13.
  - In-person appointments for submitting materials will be scheduled beginning the week of August 22. No drop-ins will be permitted, and face masks are required!
3. Approval of signature sheets by City Recorder required prior to signature collection. Improper or incomplete signatures or petition signature sheets will be rejected in accordance with Oregon State standards.
4. The City Recorder will correct any spelling errors but will not correct grammar and punctuation errors.
5. An amended argument may be submitted until 5:00 p.m. on the filing deadline. If you choose to submit an amended statement you must file a completed measure argument form with the box "amended argument" marked, and you must either pay the \$300 filing fee or obtain 300 verified voter's signatures in support of the amended argument. No changes will be accepted after the deadline.
6. Arguments are printed in the voters' pamphlet in the order they are filed with the City Recorder [EC 2.994(4)]. If you submit an amendment to your argument, it will be placed in the voters' pamphlet based on the date and time of filing the amendment.

### Measure Argument

1. If the argument contains impermissible content or is in an incorrect form, it will need to be amended. Signatures obtained before the argument is amended will not be counted. It is recommended that you allow enough time for the City Recorder to review the argument and for you to amend it, if necessary, before the September 13 filing deadline.
2. The measure argument must be no more than **325** words, printed on standard 8-1/2" x 11" white paper. Handwritten arguments will not be accepted. The argument must also be submitted electronically.
3. The signature of the individual furnishing the information must be submitted with the argument (Form COE-VP). If multiple names are listed, each person must sign.
4. The argument shall consist of words and numbers only; charts or graphics may not be used.
5. The total argument must fit within 3-5/8" x 8" of space (one column). If an argument exceeds this size, the City Recorder will reformat the argument or reduce the font size to ensure compliance. If the argument must be amended to comply with space limitations, an additional \$300 filing fee will be assessed.
6. No italics may be used except when identifying publications. If italic type is used improperly, it will be changed to plain text.

7. If any material in the argument violates the provisions of ORS 251.055, the material in violation will be rejected. The City Recorder will notify the person responsible for the argument, if possible, of the rejection and the person may revise the argument only to the extent necessary to bring the argument into compliance with the statute.

**Financial Reporting**

**STATEMENT OF INDEPENDENT EXPENDITURES:** If a person or an established organization that is not a Political Action Committee makes an expenditure of their own personal funds of more than \$750 aggregate for the entire election to place an argument in the voters’ pamphlet, payment must be disclosed using [ORESTAR](#), the Oregon Elections System for Tracking and Reporting. A contribution made directly to a Political Action Committee and reported by the committee, or an expenditure reported as an in-kind contribution by a committee, **is not** considered an independent expenditure.

**POLITICAL ACTION COMMITTEE:** If other political activity and expenses occur in support of or opposition to a measure during an election period, it is recommended that the group files as a Political Action Committee (PAC) with the appropriate jurisdiction.

**Statements of Endorsement**

If the name of a person or organization is used in an argument as supporting or endorsing the argument, you must either:

File a statement of endorsement form signed by the person, or by an authorized person on behalf of an organization, stating that he or she consents to the use of the name of the person or organization in your argument (see attached SEL400 form)

**OR**

Use the name of the person or organization with a quotation made by the person or by an authorized person on behalf of an organization. The quotation must have been disseminated to the public prior to its inclusion in the argument and it must be identified in the argument by its source and date.

If any material in the argument violates the provisions of ORS 251.049, the material in violation will be rejected.

**GENERAL ELECTION VOTERS’ PAMPHLET FILING FEES AND DEADLINES**

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**If you have any questions, please call the City Recorder at 541-682-5010.**

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**Checklist for filing argument:**

- City of Eugene measure argument form, completed and signed (Form COE-VP)
- Hard copy of argument (maximum 325 words, fits 3 5/8” x 8” column)
- Payment of \$300 (payable to City of Eugene) **OR** petition signature sheets containing signatures of 300 registered Eugene voters *Note: All signatures will be verified by Lane County Elections. Failure to collect required number of verified signatures before the September 13 deadline will disqualify argument from being included in voters’ pamphlet.*
- Endorsement forms completed and signed (originals required)
- Argument sent electronically to KLaSala@eugene-or.gov