



Presidential Primary

2024 Candidate Qualification Guide



Colorado Secretary of State
Elections Division
Ballot Access Unit
303-894-2200 x6333
ballot.access@coloradosos.gov

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INTRODUCTION

This document contains an overview of the requirements for accessing the ballot as a presidential primary candidate in Colorado.

Use this guide as a reference tool only. Always refer to the United States Constitution, Colorado constitution, and Colorado Revised Statutes for applicable laws.

BASIC QUALIFICATIONS

Age	35 years [Article II, Section 1(5), U.S. Constitution]
US Citizen	Natural-born [Article II, Section 1(5), U.S. Constitution]
Residence	14-year resident of U.S. [Article II, Section 1(5), U.S. Constitution]
Length of Term	4 years [Article II, Section 1(1), U.S. Constitution]
Number of Terms	2 terms [Amendment XXII, Section 1, U.S. Constitution]
Party Affiliation	Seeking the nomination for president of either the Democratic or Republican Party

BECOME A CANDIDATE

All candidates for president should contact the Federal Election Commission for campaign finance information and other requirements not addressed at the state level.

Federal Election Commission
1050 First Street, NE
Washington, DC 20463
1-800-424-9530
Website: www.fec.gov

BALLOT ACCESS OPTIONS

STATEMENT OF INTENT AND FEE

Step 1: Eligibility for ballot access

Candidates must meet the basic [qualifications for office](#) and be seeking the presidential nomination of the Democratic or Republican Party.

A candidate must meet the qualifications for office outlined in Article II, Section 1(5) of the U.S. Constitution.

Step 2: Receive Colorado state party approval

Complete the [State Party Presidential Primary Approval](#) form and submit it to the appropriate state party. Our office will not certify a candidate to the ballot unless the state party has approved the candidate as a bona fide candidate.

Step 3: Submit statement of intent form and fee

When the State Party Approval form is returned to you with signed approval from the party, submit the required items below to the Secretary of State's Office no later than 85 days before the presidential primary election. [1-4-1204(1)(c), C.R.S.]

1. Complete the [Major Party Candidate Statement of Intent for Presidential Primary](#) form and have it notarized.
2. A nonrefundable filing fee of \$500 payable by check or money order made out to the Colorado Department of State.
3. Mail or hand deliver to:

Colorado Secretary of State – Elections Division
Attention: Ballot Access
1700 Broadway, Suite 550
Denver, CO 80290

Step 3: Submit audio recording

Candidate audio recordings for president must be submitted to the Secretary of State no later than 85 days before the presidential primary election.

The audio recording must state the candidate's name exactly as it appears on the candidate acceptance form, as this is how the candidate's name will appear on the ballot. [SOS Election Rule 4.6.1]

[Audio Recording Instructions](#)

Step 4: Names placed on presidential primary ballot

PETITION NOMINATION

Step 1: Eligibility for nomination and petition circulation

Candidates must meet the basic [qualifications for office](#) and be seeking the presidential nomination of either the Democratic or Republican Party.

A candidate must meet the qualifications for office outlined in Article II, Section 1(5) of the U.S. Constitution.

In order to be eligible to circulate a petition, a person must be a citizen of the United States and at least 18 years of age. [1-4-905(1), C.R.S.]

Step 2: Receive Colorado state party approval

Complete the [State Party Presidential Primary Approval](#) form and submit it to the appropriate state party. Our office will not approve a petition format until the state party has approved the candidate as a bona fide candidate.

Step 3: Petition signature requirements

A petition must contain at least 5,000 signatures from registered Colorado voters who are affiliated with the same party as the candidate for at least 22 days at the time of signing and have not signed a petition for any other candidate for the same office. [1-4-1204(1)(c) & 1-4-904(2)(a), C.R.S.]

Step 4: Receive petition format approval

When the State Party Approval form is returned to you with signed approval from the party, contact the Secretary of State's Office at 303-894-2200 x6333 or e-mail us at ballot.access@coloradosos.gov to learn about the petition format approval process. Petition formats must be created and approved by the Secretary of State prior to circulation. [1-4-903, C.R.S.]

Step 5: Start circulating petition

Once your petition format is approved, you can begin circulating the petition on the first Monday in November preceding the election year (November 6, 2023). [1-4-801(6), C.R.S.]

Step 6: Submit petition and candidate acceptance form

The completed petition must be filed no later than 85 days before the presidential primary election. [1-4-801(6), C.R.S.]

1. Complete the [Major Party Candidate Acceptance of Petition Nomination](#) form and have it notarized. [1-4-1204(1)(c), C.R.S.]

The form must state the candidate’s name the way it will appear on the ballot. Candidate names cannot contain any title or degree designating the business or profession of the candidate. [1-4-906 & 1-5-407(4), C.R.S.]

2. Hand deliver to:

Colorado Secretary of State – Elections Division
1700 Broadway, Suite 550
Denver CO, 80290

*Please contact the Secretary of State’s office at 303-894-2200 x6333 or ballot.access@coloradosos.gov for more information on procedures for submitting petitions.

Step 7: Signature verification, notice of sufficiency or insufficiency, and cure

Petition signatures will be verified by the Secretary of State. If found to be sufficient, the petition will be deemed valid, unless a protest is made in writing within five days after the statement of sufficiency is issued. [1-4-908 & 1-4-909, C.R.S.]

During the petition review, we will notify candidates of any errors or insufficiencies in the circulator affidavits. Upon receipt of such notification, candidates have five calendar days to cure the errors by submitting a new circulator affidavit that corrects the mistakes. [1-4-912(2), C.R.S.]

During the petition review, we will notify candidates of any signer signatures that do not match the signatures in the voter registration records. Upon receipt of such notification, candidates have three calendar days to cure the mismatched signatures by submitting a form provided by our office that is completed by the signer and a copy of the signer’s identification. [1-4-908, C.R.S.]

Step 8: Submit audio recording

Candidate audio recordings for president must be submitted to the Secretary of State no later than 85 days before the presidential primary election.

The audio recording must state the candidate’s name exactly as it appears on the candidate acceptance form, as this is how the candidate’s name will appear on the ballot. [SOS Election Rule 4.6.1]

[Audio Recording Instructions](#)

Step 9: Names placed on presidential primary ballot

WRITE-IN

Step 1: Eligibility for write-in

Candidates must meet the basic [qualifications for office](#) and be seeking the presidential nomination for the Democratic or Republican Party.

A candidate must meet the qualifications for office outlined in Article II, Section 1(5) of the U.S. Constitution.

Step 2: Submit affidavit of intent and fee

Candidates for president must file a write-in affidavit and \$500 fee by 5:00 pm 67 days before the presidential primary election with the Secretary of State in order to appear on the certified write-in list. [1-4-1205, C.R.S.]

1. Complete the [Affidavit of Intent for Presidential Primary Write-In Designation](#) form.
2. A nonrefundable filing fee of \$500 payable by check or money order made out to the Colorado Department of State.
3. Mail or hand deliver to:

Colorado Secretary of State – Elections Division
Attention: Ballot Access
1700 Broadway, Suite 550
Denver CO, 80290

Step 3: Names placed on eligible write-in list for the presidential primary election

AUDIO RECORDING INSTRUCTIONS

Why do I need to submit an audio recording?

In order to meet the required standards for accessible voting equipment, all county clerks in the state of Colorado must produce an audio ballot. The audio recording must contain the correct pronunciation of each candidate’s name.

How do I submit my audio recording?

Our office has set up a voicemail box specifically for this purpose.

- Dial 303-894-2200.
- Dial extension 6314.
- After the voice prompt, clearly state your:
 - Name (as it will appear on the ballot; it must match the name you provided on your candidate acceptance form)
 - Office
 - Party affiliation
- Press “#” when your message is complete.
- Follow the prompts to review/edit or complete/send your recording.

USEFUL LINKS

[Political party contact information](#)

[Ballot access forms](#)

[Federal Election Commission \(FEC\)](#)

CONTACT INFORMATION

Questions about accessing the ballot: 303-894-2200 x6333
ballot.access@coloradosos.gov

Questions about campaign finance: 1-800-424-9520
info@fec.gov

Colorado Secretary of State’s website: www.coloradosos.gov