

UMCA DECLARATION OF CANDIDACY FORM

I, _____, being first sworn, say that I am the duly
(Print name as it is to appear on the ballot)
appointed Recorder, Clerk, or Deputy for _____, a municipality in the
(City/Town)
State of Utah, telephone number _____, and I am a candidate for the office
of _____.
(UMCA Board Position)

I request that my name be printed upon the official ballot and state that I have received permission to run for this office from my municipality.

Signature of Candidate

The qualifications of a candidate are:

1. Be a Full Member of UMCA.
2. Have been a Recorder/Clerk or Deputy for at least three years.
3. Letter of Interest detailing qualifications and certifications.
4. Include the UMCA Municipality Consent form with your declaration of candidacy.
5. To qualify to run for election to the position of Vice President, an individual shall have previously served on the Board of Directors for two years, or must be a current Director, Secretary, or Treasurer and must be in their second year of serving in such capacity. If the two-year requirement cannot be met, those with less service time may qualify.

Commitment:

1. The Secretary, Treasurer, or Director positions (Communication, Membership, Education, and Training) are two-year positions.
2. The Vice President is a three-year commitment moving to President, and then Past President.
3. The UMCA Board conducts six meetings annually, which may be done electronically; and travel expenses are paid. These meetings are in preparation for the Annual Conference and Institute/Academy.

Please submit your Declaration of Candidacy to:
Wendy Downs, MMC, UCC, Sandy City Recorder
wdowns@sandy.utah.gov

Submissions are due no later than
Friday, September 4, 2026 by 5:00 p.m.