

2026

Jurisdiction Manual



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Election partners,

This Jurisdiction Manual provides you with information you'll need including boundary changes, petitions, and filing resources for Special Elections.

This guide should be used in conjunction with state and local laws, not in place of them. The Revised Code of Washington, Washington Administrative Code and other notations are offered as references for additional research. The material contained may change due to new legislation, judicial determination or rule changes.

On our website, we offer an online version of the manual as well as information about voting.

For more information, visit www.franklincountywa.gov/elections or contact us by:

Email: elections@franklincountywa.gov

Phone: 509-545-3538.

Franklin County Elections Department



Information contained in the Jurisdiction Manual is subject to change.
Please call 509-545-3538 to verify information.



Franklin County Elections
Phone: 509-545-3538
Email: elections@franklincountywa.gov
Or visit: www.franklincountywa.gov/elections

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Jurisdiction Survey

Confirming office holder information for candidate filing.

Purpose of the Jurisdiction Survey

The Jurisdiction Survey is sent to all jurisdiction administrators each year to confirm office holder information which Franklin County Elections must use to properly conduct candidate filings for each office.

Completing the Jurisdiction Survey

Prior to February 1st of each year, Franklin County Elections sends a Jurisdiction Survey to administrators. When completing the survey, administrators must provide:

- Current contact information for the jurisdiction administrator
- Information about the current elected officials, including:
 - Office title
 - Position number
 - Office holder’s name
 - Annual salary at the time of candidate filing
 - Term expiration
- A map of your jurisdictions boundary will be included in your jurisdiction’s election year for review

Jurisdiction administrators must complete and return the survey prior to March 1st, so that the filing information can be compiled and disseminated to the public at least two weeks prior to the candidate filing period. [WAC 434-215-005](#)

Once surveys are received, Franklin County Elections will review and verify the information and then send each jurisdiction a Current Office Holders Report, confirming each office and its corresponding term expiration date.

Frequently Asked Questions

What if an office becomes vacant or there is a new appointment after I have submitted the Jurisdiction Survey?

You need to notify Franklin County Elections in writing once an office becomes vacant.

Prior to appointing a new person, contact Franklin County Elections to verify that they are qualified registered voters for that office.

Jurisdictions must provide newly appointed officials with the oath of office and send a copy to the Franklin County Elections Department.

Where do I get the oath of office for a new appointee?

Franklin County Elections prepares and sends oaths of office for newly elected officials after the General Election. Jurisdictions must prepare and provide newly appointed officials with the oath of office. A link to a blank template is available on our [website](#).

Return the original signed oath of office to Franklin County Elections, PO Box 1451, Pasco, WA 99301.

Office Holders

Information about your current office holders, resignations, appointments, and oaths of office.

chapter 02

Importance of Keeping Franklin County Elections Informed

It is extremely important that Franklin County Elections has accurate, up-to-date information regarding current office holders, as this information is used to determine which offices are subject to election. Our office must be notified immediately of all vacancies and appointments that occur throughout the year.

Resignations

Once an office becomes vacant, notify Franklin County Elections immediately. Notification must be in writing, an email is sufficient. Please include the name of the office holder, the district, office and the position number (if applicable), and effective date of the resignation. Additional information about vacancies can be found in [RCW 42.12](#).

Vacancies ([RCW 29A.24.171](#))

When a vacancy in office occurs, certain factors determine when the office will appear on the General Election ballot. Such factors include when the vacancy occurred, whether the office was scheduled for election that year, or whether the jurisdiction is permitted to hold an election that year.

- **Vacancy Before the First Day of Candidate Filing Week**
The office will be open for filing during Candidate Filing Week if the jurisdiction is permitted to hold an election that year.
- **Vacancy On the First Day of Candidate Filing Week or Later**
The office may be filled by appointment until the next election in which the jurisdiction is allowed to hold a General Election. The position will be open for filing during the Candidate Filing Week of the applicable year.
- **Notification of Vacancy to the Franklin County Elections Department**
If the elections department is notified *before* Tuesday of Candidate Filing Week of a vacancy that became effective *prior* to the first day of Candidate Filing Week, and the jurisdiction is permitted to hold an election that year, the position must be opened immediately for candidate filing.

The Franklin County Elections Department will provide immediate notice to the media and the public. All candidates who file will appear in the Primary ballot (if applicable) and the General Election ballot.

If the elections department is notified *after* the Tuesday of Candidate Filing Week of a vacancy that became effective *prior* to the first day of Candidate Filing Week, the vacancy will be treated as a void in candidacy. A 3-day special filing will be opened for the office. All candidates who file during the 3-day special filing period will appear in the General Election ballot.

New Appointments

Prior to appointing an individual to fill a vacancy, the jurisdiction must contact Franklin County Elections to verify that the potential appointee is a registered voter of the jurisdiction. A list including the name, date of birth, and residential address of the potential appointee may be emailed to the Franklin County Elections Department. Our staff will use this information to confirm they are registered voters within the jurisdiction.

Once the jurisdiction has received confirmation and an individual has been appointed, please notify the Franklin County Elections Department of the appointment by sending a copy of the oath that was administered. A copy of the oath may be sent by mail or email, or dropped off in person.

Oaths of Office

Every person elected to an office in the State of Washington is required by state and federal constitutions to take an oath prior to serving in office. Depending on the office and tradition, the oath may be attested to either verbally or in writing.

Information on when regular terms begin for elected officials, how oaths must be administered, and how oaths must be retained can be found in the chart on the next page.

Franklin County Elections only sends an oath of office for newly elected officials after a General Election. It is the jurisdiction's responsibility to provide newly appointed officials with an oath of office.

Send the oath of office to Franklin County Elections.

Blank copies of the oath are available in the Franklin County Elections office or in the [Franklin County Elections website](#).

Important Information on Term and Oath Administration

Offices	Regular Term Begins	Administration and Repository of Oath	Applicable Citations
Court of Appeals Judge Superior Court Judge	Second Monday in January	Oath filed with Secretary of State.	Washington State Constitution Article IV, Sections 5, 28 RCW 2.04.080
County Officials Executive Officers	January 1	Oath may be taken between the date of the final certification of the election and the day before the term of office begins. Oath filed with County Auditor.	RCW 29A.60.280 RCW 36.16.040, 060
District Court Judges	Second Monday in January	Prior to entering the duties of office. Oath filed with County Auditor.	RCW 3.34.070 RCW 3.34.080
City and Town Officials Executive Officers Municipal Court Judges	January 1	Oath may be taken between the date of the final certification of the election and the day before the term of office begins. Oath filed with County Auditor.	RCW 29A.60.280 RCW 35.27.120 RCW 35.23.081 RCW 35A.12.040, 080 RCW 35A.13.160
Municipal Court Judges	Cities over 400,000- 2nd Monday in January. For all others, January 1	Prior to entering the duties of office. Oath filed with County Auditor.	RCW 3.50.050 RCW 3.50.097 RCW 35.20.180
Port District Commissioners	January 1	Oath may be taken between the date of the final certification of the election and the day before the term of office begins. Oath filed with County Auditor.	RCW 29A.60.280 RCW 53.12.172
Public Utility District Commissioners	January 1	Administered by an officer of the county in which the district is situated. Oath may be taken between the date of the final certification of the election and the day before the term of office begins. Oath filed with County Auditor.	RCW 29A.60.280 RCW 54.12.100
School Directors	Begins at first official meeting following certification of election	School officials are authorized to administer all oaths or affirmations. Oath filed with County Auditor.	RCW 28A.343.360
Fire Protection District Commissioners	January 1	Oath may be taken between the date of the final certification of the election and the day before the term of office begins. Oath filed with County Auditor.	RCW 29A.60.280 RCW 52.14.070, 080
Sewer, Water, and Hospital District Commissioners	January 1	Oath may be taken between the date of the final certification of the election and the day before the term of office begins. Oath filed with County Auditor.	RCW 29A.60.280 RCW 57.12.030 RCW 70.44.040

Candidate Filing

Information about your role during candidate filing and general filing guidelines.

chapter 03

Jurisdiction Administrators - Your Role During Candidate Filing

Jurisdiction Administrators are not active participants in the candidate filing process. All candidates are responsible for submitting their own Declaration of Candidacy. Jurisdiction resources should not be used to assist an elected official or candidate to file for office.

Candidate Filing

All persons wishing to have their name printed on the ballot must file a valid Declaration of Candidacy form. All persons filing a Declaration of Candidacy must meet the qualifications specified by law for that office at the time of filing. The Franklin County Elections Department verifies that the candidate is a registered voter of the jurisdiction for which they are filing. It is the responsibility of the candidate to ensure that they meet any and all other requirements for the office.

For offices with an annual salary greater than \$1,000, a filing fee equal to 1% of the annual salary must accompany the Declaration of Candidacy at the time of filing. **No filing fee is required for precinct committee officers or for any office for which compensation is on a per diem or per-meeting-attended basis.** [RCW 29A.24.091](#)

Filing fees are not refundable. If a candidate withdraws their Declaration of Candidacy, the filing fee is forfeited.

Filing fees are not transferable. If a candidate withdraws their Declaration of Candidacy and re-files for a different position, a second filing fee must be paid for the new position.

Withdrawal of Candidacy

Candidates may withdraw their Declaration of Candidacy prior to the withdrawal deadline.

There is no withdrawal period for declarations of candidacy filed during special candidate filing periods.

No filing fees will be refunded to any candidate that withdraws. [RCW 29A.24.131](#)



Candidate Filing Deadlines

Mail

April 20- May 8, 2026, at 5:00 p.m., regardless of postmark

In-person

May 4, 2026 8:00 a.m. - May 8, 2026 5:00 p.m.

Online

May 4, 2026 8:00 a.m. - May 8, 2026 5:00 p.m.



Deadline to withdraw candidacy

May 11, 2026, at 5:00 p.m.

Write-in candidates

If an individual wishes to file for an office after the candidate filing period has passed, they must file a Declaration of Write-in Candidacy and pay the filing fee, if applicable. Write-in candidates may file a Declaration of Candidacy form up until 8:00 p.m. on Election Day. Write-in candidates who file more than 18 days before the election do not pay a filing fee. Write-in candidates who file 18 days or less before an election, must pay a filing fee. [RCW 29A.24.311](#)



Deadline to file as write-in candidate and avoid paying a filing fee

Primary Election: July 16, 2026, at 5:00 p.m.

General Election: October 15, 2026, at 5:00 p.m.

Candidate Filing - Voids and Lapses

A void in candidacy occurs when no valid Declarations of Candidacy have been filed for a position, or all candidates who did file a valid declaration of candidacy have withdrawn, died, or been disqualified.



Voids in candidacy to require a special filing period

General Election: May 12 to August 3, 2026

If a void in candidacy occurs after the regular candidate filing period, but before the Primary Election Day, a special three-day candidate filing period will be held. The dates of the special filing period will be determined by the Franklin County Elections Department. Notice of the void in candidacy will be issued and will include the time and place for individuals to file a Declaration of Candidacy.

[RCW 29A.24.181](#)



Deadline for vacancies to appear on the ballot

On or before May 4, 2025

All candidates who file a valid Declaration of Candidacy during the special candidate filing period will appear on the General Election ballot. A Primary Election will not be held for that office. The candidate receiving the most votes for that office in the General Election will be deemed elected.

If, after both the regular and special candidate filing periods have passed and no candidate has filed a valid Declaration of Candidacy, the election for that office is deemed lapsed and the office will not appear on the ballot.

If a lapse of election occurs, the current office holder will remain in office and continue to serve until the next succeeding General Election that the office is allowed by law to have an election. [RCW 29A.24.201](#)

Residency Requirements

All candidates must be a registered voter of the jurisdiction for which they have filed a Declaration of Candidacy. It is the candidate's responsibility to ensure they meet any and all other requirements.

No Double Filings

A candidate cannot file for more than one office appearing on the ballot, except they may also file for precinct committee officer. [RCW 29A.24.075](#)

Shared districts

Below are the districts that are shared by more than one county including Franklin. The primary county issues certificates of election and accepts declarations of candidacy for that jurisdiction.

Jurisdictions	Counties that share the district
School districts	
North Franklin School District No. J51	Franklin*, Adams
Washtucna School District	Franklin, Adams*
Othello School District	Franklin, Adams*

* indicates primary county

Resolution Filing

Information about filing a resolution to place a measure on the ballot and ballot titles.

chapter 04

Deadlines for requesting to place a measure on the ballot [RCW 29A.04.330](#)

Upon receipt of a resolution from the governing body of a jurisdiction, the Franklin County Elections Department may hold a Special Election. The jurisdiction can request the Special Election be held on one of the following dates:

- February election: the 2nd Tuesday in February.
- April election: the 4th Tuesday in April.
- Primary election: the 1st Tuesday in August.
- General election: the 1st Tuesday after the 1st Monday in November.

The resolution requesting the Special Election must be presented to The Franklin County Elections Department as follows:

- February election: 60 days prior to the date of the election.
- April election: 60 days prior to the date of the election.
- Primary election: no later than the Friday immediately before the first day of the regular candidate filing period.
- General election: no later than the day of the Primary Election.

All resolutions must be received by the Franklin County Elections Department no later than 5:00 p.m. on the day of the deadline.

Resolution process

The role of the Franklin County Elections Department is administrative and its responsibility begins when the resolution from a jurisdiction calling for an election is received. The process required to prepare a resolution calling for election is determined by the jurisdiction based on the applicable laws. The Franklin County Elections Department does not provide legal interpretation. If contacted, the Franklin County Elections Department will provide as much assistance as possible and point jurisdiction administrators to any other available resources for help. One valuable resource is the [Operations Manual](#) provided by the [Department of Revenue](#).

Tax information can be obtained from the Franklin County Assessor's Office. It is highly recommended that the [Franklin County Assessor](#) or Assessor's levy staff review the ballot measure prior to filing with the Franklin County Auditor. This provides the Assessor an opportunity to bring forward any potential issues they may have with interpreting the levy.

Ballot Titles

Ballot titles consist of three elements: ballot caption (name of jurisdiction and a statement of the subject matter); a concise description of the measure; and a question. The concise description must not exceed seventy-five words.

The ballot title is prepared by the Prosecuting Attorney’s Office. If a ballot title is submitted with the resolution calling for election, the Prosecuting Attorney’s Office will review and approve as to form. Ballot titles for a city or town are prepared by the city attorney. [RCW 29A.36.071](#)

The Franklin County Elections Department will provide a layout copy of the official ballot title to the jurisdiction.

There is an appeal process that may be filed within 10 days from the time of filing of the ballot title. For more information, refer to [RCW 29A.36.090](#).

Filing a Resolution

A [ballot measure submission cover sheet](#) is required for each resolution submitted. The cover sheet is available on our website.

Resolutions may be submitted to The Franklin County Elections Department by email, mail, or in-person.

A receipt of resolution form will be provided.

Amending or Withdrawing a Resolution

If a jurisdiction wishes to amend or withdraw a submitted resolution, a new resolution amending or withdrawing the previously submitted resolution must be provided to The Franklin County Elections Department.

The deadline to withdraw a resolution is the same as filing a resolution calling for an election.



Resolution deadlines

Resolutions must be submitted to Franklin County Elections no later than 5:00 p.m. on the following dates:

Election date	Resolution Deadline
February 10, 2026	December 12, 2025
April 28, 2026	February 27, 2026
August 4, 2026	May 1, 2026
November 3, 2026	August 4, 2026
February 9, 2027	December 11, 2026

Ballot Order

Information about the order in which candidates and measures appear on the ballot.

chapter 05

Ballot Order

State law determines the order of offices and measures on the ballot at the federal or state level. For local offices and measures, the offices in each jurisdiction must be grouped together and listed by position number according to county auditor procedures. [WAC 434-230-025](#)

- Initiatives to the people
- Referendum measures
- Referendum bills
- Initiatives to the Legislature and alternate proposals
- Proposed Constitutional amendments
 - Senate Joint Resolutions
 - House Joint Resolutions
- County-wide ballot measures
- Federal Offices
 - President and Vice-President of the United States
[RCW 29A.36.161 \(4\)](#)
 - United States Senator
 - United States Representative
- State Offices
 - Governor
 - Lieutenant Governor
 - Secretary of State
 - State Treasurer
 - State Auditor
 - Attorney General
 - Commissioner of Public Lands
 - Superintendent of Public Instruction
 - Insurance Commissioner
 - State Senator
 - State Representative
- County Offices
 - Assessor
 - Auditor
 - Clerk
 - County Commissioner
 - Coroner
 - Prosecuting Attorney
 - Sheriff
 - Treasurer
- State and County Judicial Offices. These appear on the ballot sequentially by district and/or position within each category.
 - Justices of the Supreme Court
 - Judges of the Court of Appeals
 - Judges of the Superior Court
 - Judges of the District Court
- County-wide Special Purpose Districts
 - Public Utility District
- Special Purpose Districts. These appear on the ballot sequentially by district number, or if not numbered, alphabetically by district within each category listed below. Directors or commissioners within each district are listed by position or director district number:
 - Port
 - » followed by special ballot measure, if any
 - School
 - » followed by special ballot measure, if any
 - City
 - » Mayor
 - » Councilmember, in order by position number
 - » Councilmember, At large
 - » followed by special ballot measure, if any
 - Fire
 - » followed by special ballot measure, if any
 - Cemetery
 - » followed by special ballot measure, if any
 - Hospital
 - » followed by special ballot measure, if any
 - Water
 - » followed by special ballot measure, if any
- Precinct Committee Officers. These appear only on the Primary ballot in even-numbered years [WAC 434-230-100](#)

Order of Candidates

After the close of the regular candidate filing period, the Franklin County Elections Department will conduct a lot draw the following Monday to determine the order in which candidate names will appear on the Primary Election ballot. The public is invited to attend and observe the lot drawing and results will be posted online in the Franklin County Elections website.

For the General Election ballot, the candidate receiving the most votes in the Primary Election will appear first and the candidate receiving the second highest number of votes will appear second. If a Primary Election is not required for an office, the candidate names will appear on the General Election ballot in the order determined by the lot draw.

[RCW 29A.36.131](#)

Validation Rates

General information about validation rates [WAC 434-262-017](#)

chapter 06

Following certification of the General Election each year, the Franklin County Elections Department will notify all jurisdictions that the validation summary is available on our website.

The validation summary contains information compiled from the General Election and includes the following statistics for each jurisdiction:

- » Number of active registered voters at the time of the General Election
- » Number of voters who participated
- » Voter turnout percentage

If a jurisdiction is shared with another county, that county's figures must be added to Franklin County's figures to determine the total number needed for validation.

The County Auditor is not responsible for determining the minimum turnout or number of "yes" votes required for ballot measures, and will not determine whether ballot measures meet requirements for passage. The County Auditor should not provide any other validation numbers to districts.

The County Auditor's responsibility is limited to certifying the election results. The County Auditor does not determine whether a particular measure has met the legal requirements for passage.

Once election results are certified, it is the responsibility of district officers to determine the requirements for passage and whether the election results meet those requirements. ([Bonds and Levies Clearinghouse Elections Notice Issue #19-01](#))

Voters' Pamphlet

General information about the voters' pamphlet

Local Voters' Pamphlet Kit

Information on how to publish a local voters' pamphlet, explanatory statements, pro/con committees, forms, deadlines and submittal processes is included in our [local voters' pamphlet/online voters' guide kit](#).

Local Voters' Pamphlet Administrative Rules

- For each measure, the pamphlet will include:
 - Official ballot title
 - Explanatory statement
 - “For” and “Against” statements, if submitted
 - Rebuttal statements, if submitted
 - Committee contact information
- The full text of a resolution calling for an election will not be printed in the Local Voters' Pamphlet. Printed copies of the resolutions are available and will be mailed upon request.
- The Local Voters' Pamphlet is distributed by mail and posted online.
- The Elections Department will notify all jurisdictions within Franklin County of its intent to publish the Local Voters' Pamphlet on a yearly basis. Notifications will be sent by mail at least 90 days before publication and distribution.
- For General Elections, Franklin County publishes the Local Voters' Pamphlet in conjunction with the State Voters' Pamphlet, which includes information on statewide measures, state and federal offices, as well as local measures and offices.

i For Primary and Special Elections

Franklin County produces an online voters' guide and a printed voters' pamphlet. Jurisdictions placing measures on the ballot are **automatically** included.

For General Elections

Franklin County publishes a local voters' pamphlet in conjunction with the State voters' pamphlet. Jurisdictions placing measures on the ballot are **automatically** included in the printed local voters' pamphlet as well as on our online version.

A copy of the [Local Voters' Pamphlet Administrative Rules](#) is available on our website.

Costs Associated with the Local Voters' Pamphlet

- **The cost of preparing a local voters' pamphlet** is considered an election cost that is billed to local jurisdictions included in the pamphlet. Costs are prorated and charged in the same manner as other election costs. For more information on voters' pamphlet costs see chapter 11, Election Costs.

i The county legislative body has the authority to waive the requirement of appearing in the local voters' pamphlet if participation would create undue financial hardship. A jurisdiction receiving a waiver will continue to be responsible for their remaining portion of the cost of the election.

[RCW 29A.32.220](#)

Recounts

General information about mandatory recounts and how to request a recount.

chapter 08

Mandatory Recounts

Recounts are conducted in accordance with [RCW 29A.64](#). Once an election is certified, a mandatory recount is required for candidate races that meet certain thresholds. Depending on the thresholds, either a machine or manual (by hand) recount is required. There are no mandatory recounts for ballot measures.

Thresholds for Mandatory Recounts:

A mandatory machine recount is required when the vote difference between two candidates is less than 2,000 votes and also less than one-half of one percent of the total number of votes cast for both candidates.

A mandatory manual (by hand) recount is required when the vote difference between two candidates is less than 150 votes and also less than one-fourth of one percent of the total number of votes cast for both candidates.

Requested Recounts

To request a recount for a candidate race, a political party representative or any candidate for whom votes were cast may file an application to request a recount of the votes or a portion of the votes cast in that race.

To request a recount for a ballot measure, a group of five or more registered voters may file an application to request a recount of all or a portion of the votes cast on that ballot measure. The group must designate one person as chair and include the voting residence of each group member.

Applications requesting a recount of local offices or measures must be filed with the Franklin County Elections Department within two business days after certification of the election. For shared county jurisdictions, an application must be filed with the county responsible for handling filings for the jurisdiction.



Mandatory machine recount example

Candidate A receives 5,050 votes and Candidate B receives 5,000 votes for a total of 10,050 votes cast for both candidates.

$$5,050 - 5,000 = 50 \text{ vote difference}$$

$$50 / 10,050 = 0.4975\%$$

For this race, there is less than a 2,000 vote difference between the candidates (50 votes) and also less than one-half of one percent of the total votes cast for both candidates (0.49%). Thus, a machine recount is required.



Mandatory manual recount example

Candidate A receives 6,105 votes and Candidate B receives 6,080 votes for a total of 12,185 votes cast for both candidates.

$$6,105 - 6,080 = 25 \text{ vote difference}$$

$$25 / 12,185 = 0.2052\%$$

For this race, there is less than a 150 vote difference between the candidates (25 votes) and also less than one-fourth of one percent of the total votes cast for both candidates (0.20%). Thus, a manual recount is required.

The application must specify whether the requested recount will be done manually or by machine. A deposit is required at the time the application is filed. The deposit must be paid in cash or a certified check. The amount of the deposit is determined by the type of recount requested and the number of ballots cast.

- \$0.15 per ballot cast for a machine recount
- \$0.25 per ballot cast for a manual recount

The deposit is only a security deposit, and is not the total cost of the recount. The actual charges are determined by the county canvassing board. The deposit will be credited towards the total cost, and the requesting party is responsible for paying any remaining balance. If the recount changes the outcome of the election, the entire deposit will be refunded.

The county canvassing board will determine the date and time of the recount. The applicant or affected parties will be notified of the date, time, and location of the recount not less than one day prior to the recount. Each person entitled to receive notice of the recount may attend, witness the recount, and be accompanied by counsel. [RCW 29A.64.030](#)

Petitions

Information about petitions and recall petitions.

Information About Petitions

Members of the public interested in filing a petition for a specific action must file with the appropriate jurisdictions. For example, in the case of a Franklin County petition, the petition must be filed with the Franklin County Commissioners. The Commissioners will initially review the petition and then forward it to the Franklin County Elections Department within three business days of the petition being filed.

The only role of the Franklin County Elections Department in the petition process is to determine whether or not the number of valid signatures on the petition is sufficient.

The number of signatures required to validate a petition is determined by the jurisdiction, based on the applicable charter, statute, or ordinance. The Franklin County Elections Department does not provide legal interpretation.

Once the Franklin County Elections Department receives the petition, our office will send a letter to the petition sponsor stating the date the petition checking will begin. Additional petition signature pages may be submitted before this date. No signatures may be added or removed once the petition checking has started. Any person who signed a filed petition may submit a written request to the jurisdiction to have their signature withdrawn, as long as the request is received before the petition checking date begins.

The Franklin County Elections Department verifies the petition signatures based on the signature verification guidelines in [WAC 434-379-020](#). In addition to the WAC requirements, each jurisdiction may have additional signature requirements that may be more restrictive.

Petitions containing the required number of signatures are accepted as prima facie valid until the invalidity is proven. If the number of signatures is sufficient, a letter and certificate of sufficiency is sent to the petition sponsor and the original petition is returned. If the number of signatures is insufficient, the petition is returned to the petition sponsor with a letter stating the petition is insufficient.

Recall Petitions

Recall petitions are conducted in accordance with [RCW 29A.56.110 - 270](#). If the Declaration of Candidacy for the office held by the elected official filed with The Franklin County Elections Department, any person making a charge must file it with our office. If the recall petition reaches the signature gathering stage, the number of signatures required is determined pursuant to [RCW 29A.56.180](#), based on the total number of votes cast for the candidates for the office to which the official facing recall was elected. The Franklin County Elections Department does not provide legal interpretation.

Boundary Changes

Information about the annexation process, redistricting and precincts.

chapter 10

City Annexation Process

Annexation by a city or town is a legislative action through which a municipality adds territory beyond its existing city limits. While individual property owners may initiate certain types of annexations, whether to annex territory, is ultimately at the discretion of the city or town council. The methods of annexation are established in state law. The statutes governing annexations by cities or towns are:

Ch. 35.13 RCW – Annexation of unincorporated areas for cities of the first and second class, and towns.

Ch. 35A.14 RCW – Annexation by code cities.

Ch. 35.10 RCW – These annexation procedures apply to annexation of one portion of a code or non-code city or of a town to another or to consolidation of two or more cities or towns.

Franklin County and its cities and towns plan under the **Growth Management Act** and may only annex property located within their designated urban growth areas.

Annexations involving special purpose districts are governed by the statutes specific to the type of district involved.

Annexation methods

The Municipal Research and Services Center (MRSC) provides many resources to guide local governments through available annexation methods and procedural requirements.

For additional information refer to the **annexation by cities and towns guidebook** published by MRSC at www.mrsc.org.

Redistricting

Each county, city and special purpose district with internal director, council or commissioner districts is responsible to periodically redistrict based on the most recent population information. Redistricting must meet the criteria outlined in [RCW 29A.76.010](#) as well as any specific laws applicable to the district. Many districts follow precinct lines so it is advisable to contact the Franklin County Elections Department with preliminary plans.

Precincts

The Franklin County Board of Commissioners establishes the boundaries of the county's election precincts. These precincts are maintained and changes are proposed by the Franklin County Elections Department usually in response to annexations or redistricting actions.

No precinct changes are allowed starting seven days prior to the first day of candidate filing for the Primary Election and ending the day of the General Election, except in the case of a city annexation, temporary adjustments to precinct boundaries must be made as soon as possible after approval, must be limited to the minimum changes necessary, and remain in effect only until precinct boundary modifications reflecting the annexation are adopted by the Franklin County Board of Commissioners. [RCW 29A.16.040](#)

Boundary Information

The legislative authority of each county, city, town, and special purpose district which lies within the county must provide the County Auditor accurate information describing its geographical boundaries and the boundaries of its director, council, or commissioner districts. The jurisdiction must ensure that all boundary information submitted to the County Auditor is timely, complete, and accurate, so that voter registration records, precinct assignments, and election ballots correctly reflect current jurisdictional boundaries. [RCW 29A.76.020](#)

Franklin County does not provide legal interpretation.

Election Costs

Information about calculating the cost of participating in an election and the cost of publishing a local voters' pamphlet.

chapter 11

Cost of Participating in an Election

Election costs are based upon a jurisdiction's proportionate share. Each jurisdiction's cost is determined by dividing the total number of registered voters in the jurisdiction by the total number of registered voters in all participating jurisdictions in the election. [WAC 434-291-140](#)

Election costs vary from one election to the next, depending on a variety of factors. One of the most significant variables is whether the election occurs in an odd- or even-numbered year. This distinction greatly affects the cost of a primary or general election, but has less impact on a February or April special election. This is primarily because more jurisdictions participate in even-year elections than in odd-year elections. Although the overall cost of conducting a Primary or General Election from one year to the next is somewhat comparable, a General Election shared by three jurisdictions is going to cost more per voter for each jurisdiction than an election shared by twenty jurisdictions.



Example:

Jurisdiction A has 30,000 registered voters

Jurisdiction B has 50,000 registered voters

Jurisdiction C has 20,000 registered voters

100,000 total registered voters participating in the election

Based on the numbers above, Jurisdiction A would have 30% of the cost allocation, Jurisdiction B would have 50%, and Jurisdiction C would have 20%.

February and April Special Elections are often shared by a smaller number of jurisdictions, thus the proportional share is often greater. In the case of a single jurisdiction election, the cost would be 100%. Another factor is the number of offices and measures each participating jurisdiction has on the ballot. The first item counts as 1 whole and each additional office or measure adds .2 to the factor.

Franklin County Elections will prepare and send billing notifications to the jurisdictions.

Before deciding which election date to place a measure on the ballot, jurisdictions may contact Franklin County Elections to request an estimated election cost. Estimates are based on a reasonable range, taking into account historical information and any specific known details about the upcoming election date.

A precise quote cannot be provided due to unknown factors, such as:

- how many jurisdictions will participate in that election, and
- how many offices and/or measures will appear on the ballot.

Local Voters' Pamphlet Cost

The cost of participating in a local voters' pamphlet is considered an election cost; however is processed separately from other election costs. For General Elections, the cost allocation method is calculated by the Office of Secretary of State because Franklin County participates in a combined statewide/local pamphlet, and the Secretary of State manages the printing and distribution. The portion billed to Franklin County is then reallocated among the districts participating in the Franklin County section of the pamphlet.

Combined voters' pamphlet costs are allocated for each participating jurisdiction based on the number of registered voters, but the cost is separated into two categories: printing and distribution. Printing costs are driven in large part by the number of pages in a pamphlet, therefore the allocation of printing costs are factored by the number of pages for each jurisdiction. Distribution costs are not impacted by the number of pages and thus are calculated in the same way as the election costs. The total cost for each jurisdiction is the combined amount of printing and distribution costs.

During February, April, and August special and primary elections, Franklin County Elections produces a printed and an online voters' pamphlet. The cost of participating in the pamphlet is considered an election cost for the jurisdictions included and is prorated according to [RCW 29A.04.410](#).

February 10, 2026 Special Election Calendar

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
December 2025	7	8	9	10	11	12 Last day to file a resolution for next year's February election RCW 29A.04.033 Explanatory statement and pro/con committee appointments due	13
	14	15	16	17	18	19 Pro/Con statements due	20
	21	22	23	24 Rebuttal Statements due	25 Elections office closed in observance of Christmas	26	27
January 2026	28	29	30	31	1 Elections office closed in observance of New Year's Day	2	3
	4	5	6	7	8	9 Military and Overseas ballots mailed for the February Special Election RCW 29A.40.070	10
	11	12	13	14	15	16	17
	18	19 Elections office closed in observance of Martin Luther King, Jr. Day	20 Target date for mailing ballots for the February Special Election	21 Accessible voting center opens at Elections Office Ballot drop boxes open	22	23 February Special Election 18-day voting period begins RCW 29A.40.070	24
	25	26	27	28	29	30	31
February 2026	1	2 Deadline to receive new registrations and voter updates online and by mail for the February Special Election RCW 29A.08.140	3	4	5	6	7
	8	9	10 ELECTION DAY Deadline for in-person registration and voter updates RCW 29A.08.140	11	12	13	14
	15	16 Elections office closed in observance of President's Day	17	18	19	20 County Canvassing Board certifies the February Special Election results RCW 29A.60.195	21
	22	23	24 Deadline to file application for recount RCW 29A.64.011	25	26	27	28

April 22, 2026 Special Election Calendar

Feb 2026	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	15	16	17	18	19	20	21
	22	23	24	25	26	27 Last day to file a resolution for the April Special election RCW 29A.04.033 Explanatory statement and pro/con committee appointments due	28

March 2026	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6 Pro/Con statements due	7
	8	9	10	11 Rebuttal Statements due	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27 Military and Overseas ballots mailed for the April Special Election RCW 29A.40.070	28
	29	30	31				

April/May 2026	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	29	30	31 Target date for mailing ballots for the April Special Election	1 Accessible voting center opens at Elections Office Ballot drop boxes open	2	3 April Special Election 18-day voting period begins RCW 29A.40.070	4
	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20 Deadline to receive new registrations and voter updates online and by mail for the April Special Election RCW 29A.08.140 First day a filing officer may receive candidate declarations by mail	21	22	23	24	25
	26	27	28 ELECTION DAY Deadline for in-person registration and voter updates RCW 29A.08.140	29	30	May 1	2
3	4	5 Deadline to file application for recount RCW 29A.64.011	6	7	8	9 County Canvassing Board certifies the April Special Election results RCW 29A.60.195	

August 4, 2026 Primary Election Calendar

May 2026	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
	26	27 Last day to make precinct boundary changes before November General Election RCW 29A.16.040	28	29	30	1 Last day to file a resolution for the August Primary RCW 29A.04.033 Explanatory statement and pro/con committee appointments due	2	
	3	4	5	6	7	8	9	
	Official Candidate Filing Week RCW 29A.24.050							
	10	11 Last day for candidates to withdraw RCW 29A.24.131	12 Pro/Con statements due	13	14	15 Rebuttal Statements due	16	
	17	18	19	20	21	22	23	
24	25 Elections office closed in observance of Memorial Day	26	27	28	29	30		

June 2026	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	31	1	2	3	4	5	6
	7	8	9	10	11	12	13
	14	15	16	17	18 Military and Overseas ballots mailed for August Primary Election RCW 29A.40.070	19 Elections office closed in observance of Juneteenth	20
	21	22	23	24	25	26	27
	28	29	30				

August 4, 2026 Primary Election Calendar (continued)

July 2026	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	28	29	30	1	2	3	4
						Elections office closed in observance of Independence Day	
	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
			Target date for mailing ballots for the August Primary Election	Accessible voting center opens at Elections Office Ballot drop boxes open	Deadline to file write-in candidacy without paying a filing fee for the August Primary RCW 29A.24.091	August Primary Election 18-day voting period begins	
19	20	21	22	23	24	25	
26	27	28	29	30	31		
	Deadline to receive new registrations and voter updates online and by mail for the Aug Primary Election RCW 29A.08.140						

August 2026	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	2	3	4	5	6	7	8
		Last day a void in candidacy causes a special 3-day filing period. RCW 29A.24.181	ELECTION DAY Deadline for in-person registration and voter updates RCW 29A.08.140 Last day to file write-in candidacy for the Aug Primary RCW 29A.24.311				
	9	10	11	12	13	14	15
16	17	18	19	20	21	22	
		County Canvassing Board certifies the August Primary Election results RCW 29A.60.195		Deadline to file application for recount RCW 29A.64.011			
23	24	25	26	27	28	29	

November 3, 2026 General Election Calendar

August 2026	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	2	3	4 Last day to file a resolution for the November General RCW 29A.04.033 Explanatory statement and pro/con committee appointments due	5	6	7	8
	9	10	11	12	13	14	15
	16	17	18	19	20 Pro/Con statements due	21	22
	23	24	25 Rebuttal Statements due	26	27	28	29
	30	31					

September 2026	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4	5
	6	7 Elections office closed in observance of Labor Day	8	9	10	11	12
	13	14	15	16	17	18 Military and Overseas ballots mailed for November General Election RCW 29A.40.070	19
	20	21	22	23	24	25	26
	27	28	29	30			

November 3, 2026 General Election Calendar (Continued)

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
October 2026					1	2	3
	4	5	6	7	8	9	10
	11	12	13 Target date for mailing ballots for the November General Election	14 Accessible voting center opens at Elections Office Ballot drop boxes open	15 Deadline to file write-in candidacy without paying a filing fee for the November General RCW 29A.24.091	16 November General Election 18-day voting period begins	17
	18	19	20	21	22	23	24
	25	26 Deadline to receive new registrations and voter updates online and by mail for the November General Election RCW 29A.08.140	27	28	29	30	31

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
November 2026	1	2	3 ELECTION DAY Deadline for in-person registration and voter updates RCW 29A.08.140 Last day to file write-in candidacy for the Nov General Election RCW 29A.24.311	4 Precinct boundary changes may begin RCW 29A.16.040	5	6	7
	8	9	10	11 Elections office closed in observance of Veterans' Day	12	13	14
	15	16	17	18	19	20	21
	22	23	24 County Canvassing Board certifies the November General Election results RCW 29A.60.195	25	26	27	28
	29	30 Deadline to file application for recount RCW 29A.64.011					