



## OFFICE OF THE CITY CLERK

156 Old Sunbury Road  
Flemington, GA 31313  
912-877-3223

August 1<sup>st</sup>, 2025

## WELCOME LETTER & INSTRUCTIONS

Greetings, 2025 Candidates!

Thank you for your interest in Flemington City Government. The City of Flemington is governed by a Mayor and six (6) Councilmembers, who each run for a position but are elected by popular vote. City Elections are nonpartisan; (ex: candidates do not run as members of a respective political party). Elected Officials serve for terms of four (4) years.

### THE ROLE OF THE CITY COUNCIL

The Mayor and City Council determine policies, enact legislation, and provide leadership in the City. City Council meetings are held on the second Tuesday of each month at 4:30 p.m. at City Hall, which is located at 156 Old Sunbury Road. In addition to the regular meetings, there are special called meetings, workshops, trainings, and public hearings throughout the year. I encourage you to view the city's website at [www.cityofflemington.org](http://www.cityofflemington.org) as it has a wealth of information about the City and its history.

### FLEMINGTON §2.11. - CITY COUNCIL TERMS and QUALIFICATIONS FOR OFFICE.

The Mayor and members of the City Council shall serve for terms of four (4) years and until their respective successors are elected and qualified. No person shall be eligible to serve as Mayor or Councilmember unless that person shall have been a resident of the city for twelve (12) months prior to the date of election of Mayor and Members of the Council; each shall continue to reside therein during that member's period of service and to be registered and qualified to vote in municipal elections of this city.

### 2025 QUALIFYING DATES & FEES

Qualifying for the November 4<sup>th</sup>, 2025 General Election will be held at Flemington City Hall, located at 156 Old Sunbury Road, Flemington, GA 31313. The qualifying dates are August 18<sup>th</sup> – 22<sup>nd</sup>, 2025, the hours of qualifying on each of those days shall be between the hours of 8:30 a.m. to 4:30 p.m. The clock in City Hall determines the time. The qualifying fee for Mayor is \$306.<sup>00</sup> and the qualifying fee for Councilmembers is \$162.<sup>00</sup>. The Mayor's monthly salary is \$1,250.<sup>00</sup> and the monthly salary for Councilmembers is \$650.<sup>00</sup>.

## CAMPAIGN SIGNS

The City of Flemington promotes healthy campaigning with signs. O.C.G.A. §32-6-51 prohibits the erection, placement, or maintenance of any sign, signal, or other device within the right-of-way of a public road unless specifically permitted.

Simply put, all campaigns signs must not be placed on public streets within the right-of-way (which is generally 15 feet or so from the curb/pavement's edge or in the wood line), medians, attached to trees or poles, placed on any city-owned property, nor placed on private property without the owner's explicit permission. Campaign signs that are within these areas will be removed.

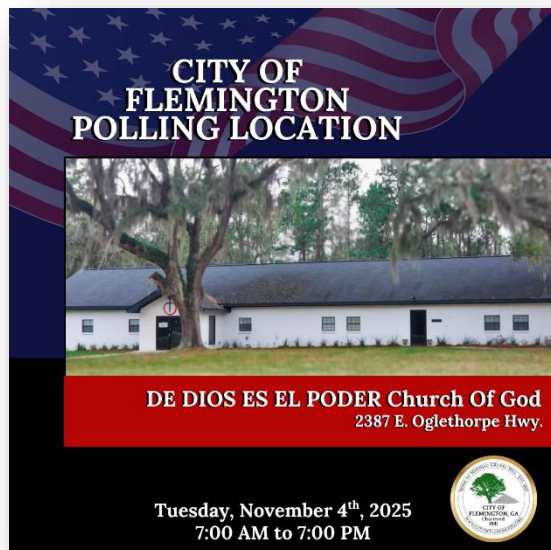
After the election on November 4<sup>th</sup>, 2025, all candidates are asked to remove their signage as soon as possible, but no later than seven (7) days after the election. All campaign signs not removed will be collected and disposed of.

## CAMPAIGNING ON CITY PROPERTY PROHIBITED

Campaigning on City Property is strictly prohibited. There will be no campaigning at City Hall. No campaign signs should be in close proximity to it. This will be strictly enforced.

## VOTER REGISTRATION LIST

The cost and price list for the purchase of voter registration list may be obtained through the Georgia Secretary of State's Website at: [www.sos.ga.gov](http://www.sos.ga.gov).



## ELECTION DAY!

Tuesday, November 4<sup>th</sup>, 2025  
7:00 a.m. to 7:00 p.m.

### Voting Location:

DE DIOS ES EL PODER Church of God  
2387 E. Oglethorpe Highway  
Flemington, GA 31313

## ADVANCE VOTING (aka EARLY VOTING)

Advance voting for the 2025 General Municipal Election will take place October 14<sup>th</sup> – 31<sup>st</sup>, 2025 from 9 a.m.-5 p.m. at two convenient locations in the County.

**Old Courthouse Annex**  
100 Main Street  
Hinesville, GA 31313

**Liberty County Complex**  
9397 E. Oglethorpe Hwy  
Midway, GA 31320

2025 GENERAL MUNICIPAL ELECTION ADVANCE VOTING CALENDAR						
LOCATION 1 Old Courthouse Annex 100 Main Street Hinesville, GA 31313						
LOCATION 2 Liberty County Complex 9397 E. Oglethorpe Hwy. Midway, GA 31320						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
October	13	14 9a-5p	15 9a-5p	16 9a-5p	17 9a-5p	18 9a-5p
	20 9a-5p	21 9a-5p	22 9a-5p	23 9a-5p	24 9a-5p	25 9a-5p
	27 9a-5p	28 9a-5p	29 9a-5p	30 9a-5p	31 9a-5p	VOTE

## QUALIFYING CONTACT LIST

Georgia Ethics Commission  
200 Piedmont Avenue  
Suite 1402, West Tower  
Atlanta, Ga 30334  
Phone: 404-463-1980  
Fax: 404-463-1988  
<http://www.ethics.ga.georgia.gov>

Georgia Secretary of State Elections Office  
2 Martin Luther King Jr. Drive  
Suite 802 Floyd West Tower  
Atlanta, Ga 30334  
Phone: 404-656-2871  
Fax: 404-651-9531  
<http://www.sos.georgia.gov/elections/candidateinformation.html>.

Liberty County Board of Elections  
Mrs. Ronda Gross Walthour, Chief Registrar/Elections Supervisor  
100 N. Main St.  
Suite 1600  
Hinesville, GA 31313  
Phone: 912-876-3310  
Fax: 912-876-2538  
[www.libertycountyga.com](http://www.libertycountyga.com)

## NOTARY SERVICES

The Flemington City Clerk is a notary who will notarize your qualifying documents at no charge. Valid picture ID is required.

## QUICK INFORMATION SHEET

The last page of this document contains a quick information sheet to help determine which forms a candidate will need to submit during Qualifying Week. They are categorized in three (3) different groups – all based on campaign contributions and expense amounts.

Best wishes on a successful campaign.

*Jenelle Gordon*



**JENELLE GORDON**  
CITY CLERK

A Master Georgia Certified Clerk

**FLEMINGTON CITY HALL**  
156 Old Sunbury Road  
Flemington, GA 31313

✉ [cityhall@cityofflemington.org](mailto:cityhall@cityofflemington.org)

☎ 912.877.3223 📠 912.877.3233

## CAMPAIGN DOCUMENTS

All forms must be completed and signed with your legal name.

Certain documents are required to be filed by the Georgia Government Transparency and Campaign Finance Commission or GGTCFC (formerly known as the State Ethics Commission) with the City Clerk's Office. Their website address is <http://www.ethics.ga.gov> and candidates should familiarize themselves with all forms, publications, and the reporting requirements for candidates. Please review the [Georgia Government Transparency and Campaign Finance Act \(2018 Edition\)](#).

### Electronic Filing Access Code Application

**Required for new candidates (and some incumbents)**

This form must be completed by a first-time candidate (or incumbent without an electronic filing code) and must be completed and returned by the candidate to the Georgia Government Transparency and Campaign Finance Commission. GGTCFC will process the application and send the candidate their electronic PIN that will be needed for Campaign Reports.

#### Upcoming Changes Under SB 199 (effective January 1<sup>st</sup>, 2027)

Senate Bill 199, adopted during the 2025 legislative session, moves all reporting to the State Ethics Commission's online e-file system.

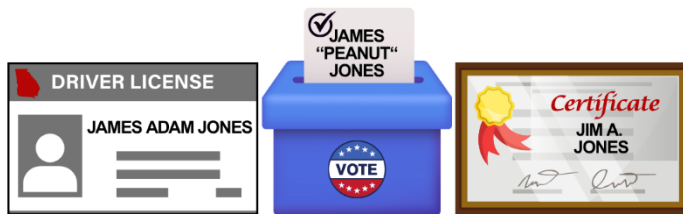
### Notice of Candidacy and Affidavit

**Required**

This form declares a candidate's intention to run for a specific public office formally. It includes information such as their name, residence address, and the office sought, and serves as evidence that the candidate meets the legal requirements for the office sought, such as residency and age.

On page one:

- You must list and sign your legal name
- Your precinct is: Flemington
- Circuit/Precinct/Post: Mayor or City Council
- The election is: 2025 General Election
- The election is held on: November 4<sup>th</sup>, 2025
- At the bottom of the page, write your name as you want it to appear on the ballot (like a nickname or if people know you by your middle name), and the name you want for official documents.



Example: Your legal name is James Adam Jones; however, on the ballot you want to be listed as James "Peanut" Jones, and on official documents as Jim A. Jones.

On page two:

- Question #1 - Nonpartisan
- Question #2 - Not required and nonpartisan

### Personal Financial Disclosure Statement (PFD)

**Required**

A Personal Financial Disclosure Statement must be filed with the Office of the City Clerk no later than the fifteenth (15<sup>th</sup>) day following the date of qualifying as a candidate for office (O.C.G.A. §21-5-50(a)(1)) or a significant fine will be imposed. The City Clerk will send the statement to the GGTCFC.

## CAMPAIGN CONTRIBUTION REPORTS

Candidates and public officials must account for all contributions and expenses related to their campaign. Reporting requirements vary based on the amount of campaign contributions and expenses.

### ➤ **Affidavit of a Candidate's Intent Not to Exceed \$2,500 in Contributions and/or Expenditures**

**Optional if under \$2500.<sup>00</sup>**

If the candidate does not exceed \$2,500.<sup>00</sup> in contributions or expenditures, then the candidate can file this affidavit with the City Clerk's Office. The affidavit is valid throughout the election cycle (from November 5<sup>th</sup>, 2025 until the next General Election on November 6<sup>th</sup>, 2029). This affidavit exempts the need to file Campaign Contribution Disclosure Reports (CCDR's).

### ➤ **Declaration of Intent to Accept Campaign Contributions (DOI)**

**Required for new candidates (and some incumbents)**

If you are currently not a public office holding elective office and you plan to run for public office, you must file a DOI BEFORE accepting campaign contributions. The form DOI is filed with the City Clerk which will be sent to the GGTCFC. This simply means a DOI is filed by a brand-new candidate, not by someone already in office, because they would have already filed a DOI when they were a candidate. However, if they are running for a different office then they are considered a new candidate and a DOI is required.

### ➤ **Campaign Contribution Disclosure Report/Financial Disclosure Report (CCDR/FD)**

**Required reporting dates for contributions and/or expenses between \$2500.<sup>00</sup> and \$5000.<sup>00</sup>**

- CCDR's must be filed with the City Clerk by June 30<sup>th</sup> and December 31<sup>st</sup>. The City Clerk will send the report to the GGTCFC.

**Required reporting dates for contributions and/or expenses over \$5000.<sup>00</sup>**

- CCDR's must be filed with the City Clerk on January 31<sup>st</sup>, April 30<sup>th</sup>, June 30<sup>th</sup>, September 30<sup>th</sup>, October 25<sup>th</sup>, and December 31<sup>st</sup>, 2025. The City Clerk will send the report to the GGTCFC. (SB213)

### ➤ **Registration of Campaign Committee (Form RC)**

**Optional – Only if contributions/expenses are more than \$2500.<sup>00</sup>**

Candidates are not required to have a campaign committee. However, if a candidate forms a campaign committee the candidate must register the committee with the GGTCFC prior to accepting any contributions. No contributor may be accepted at any time there is a vacancy in either the position of chairman or treasurer. One person may serve as both chairperson and treasurer. No candidate may have more than one committee. The Form RC is filed with the Commission (GGTCFC).

### ➤ **Two Business Day Report of Contributions Received (§21-5-34(c)(2)(C))**

**Required for contributions over \$1000.<sup>00</sup>**

During the period between the last report due prior to the date of any election for which the candidate is qualified and the date of such election, all contributions of \$ 1,000.<sup>00</sup> or more shall be reported within two business days of receipt and also reported on the next succeeding regularly scheduled campaign contribution disclosure report.

### ➤ **Paupers Affidavit**

**Optional**

A pauper's affidavit may be filed in lieu of paying the qualifying fee. For more information, please contact the Liberty County Board of Elections at (912) 876-3310.

## QUICK INFORMATION SHEET

CAMPAIGN CONTRIBUTIONS & EXPENDITURES		
UNDER \$2500	\$2500-\$5000	OVER \$5000
Electronic Filing Access Code Application <i>Required for new candidates (and some incumbents)</i>	Electronic Filing Access Code Application <i>Required for new candidates (and some incumbents)</i>	Electronic Filing Access Code Application <i>Required for new candidates (and some incumbents)</i>
Notice of Candidacy and Affidavit	Notice of Candidacy and Affidavit	Notice of Candidacy and Affidavit
Personal Financial Disclosure Statement (PFD)	Personal Financial Disclosure Statement (PFD)	Personal Financial Disclosure Statement (PFD)
Affidavit of a Candidate's Intent Not to Exceed \$2500 in Contributions and/or Expenses	Declaration of Intent to Accept Campaign Contributions	Declaration of Intent to Accept Campaign Contributions
	Campaign Contribution Disclosure Report/Financial Disclosure Report (CCDR/FD) <i>See deadlines on pg. 5</i>	Campaign Contribution Disclosure Report/Financial Disclosure Report (CCDR/FD) <i>See deadlines on pg. 5</i>
	Registration of Campaign Committee <i>Optional</i>	Registration of Campaign Committee <i>Optional</i>
	Two Business Day Report of Contributions <i>For donations over \$1000</i>	Two Business Day Report of Contributions <i>For donations over \$1000</i>