

Candidate's Handbook

for the September 14, 2021
California Gubernatorial Recall Election



Orange County
Registrar of Voters
1300 S. Grand Avenue, Bldg. C
Santa Ana, CA 92705
714-567-7600

Your vote. Our responsibility.
ocvote.com



ORANGE COUNTY
REGISTRAR OF VOTERS

THE CANDIDATE'S HANDBOOK FOR THE CALIFORNIA GUBERNATORIAL RECALL ELECTION IS INTENDED TO PROVIDE GENERAL INFORMATION FOR CANDIDATES AND COMMITTEES, AND DOES NOT HAVE THE FORCE AND EFFECT OF LAW, REGULATION OR RULE. IT IS DISTRIBUTED WITH THE UNDERSTANDING THAT THE REGISTRAR OF VOTERS OF THE COUNTY OF ORANGE IS NOT RENDERING LEGAL ADVICE. THEREFORE, THE HANDBOOK IS NOT A SUBSTITUTE FOR LEGAL COUNSEL FOR THE INDIVIDUAL, ORGANIZATION OR CANDIDATE USING IT.

THE REGISTRAR OF VOTERS STRONGLY RECOMMENDS THAT ANY PROSPECTIVE CANDIDATE OBTAIN LEGAL ADVICE, TO ASSIST IN COMPLYING WITH APPLICABLE CALIFORNIA LAWS, INCLUDING THE CALIFORNIA ELECTIONS CODE AND CALIFORNIA GOVERNMENT CODE.

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CALIFORNIA GUBERNATORIAL RECALL ELECTION CALENDAR

Recall of Governor Gavin Newsom September 14, 2021

**July 1, 2021
(E-75)**

LIEUTENANT GOVERNOR'S PROCLAMATION: On this date, the Lieutenant Governor shall issue a proclamation calling the California Gubernatorial Recall Election and shall state the time of the election and transmit a copy of the proclamation to the Board of Supervisors of each county. The Secretary of State will send an informational copy of the proclamation to each county elected official.
Ca. Const. Art. II, §§ 15(a) and 17

**July 1, 2021
through
July 6, 2021
(E-75 – 70)**

SIGNATURES-IN-LIEU OF FILING FEE PETITIONS: Dates between which candidates may obtain from the Registrar of Voters' office petitions for securing Signatures-in-Lieu of paying for all of, or any part of, the Filing Fee for office. **§§ 8061, 8106**

Only registered voters who are qualified to vote for the candidate may sign the petition. **No voter shall sign more petitions for candidates than there are offices to be filled.** **§ 8106(b)(1)**

The Registrar of Voters' office will issue petitions for obtaining the minimum number of Signatures-in-Lieu of paying the Filing Fee. If the candidate requires an additional quantity of petitions, the candidate may duplicate a blank petition to obtain the desired quantity. **§ 8106(b)**

Signatures on Petitions in-Lieu of Filing Fee may be applied to and combined with the valid number of signatures on Nomination Papers to satisfy the signature requirement for the office. **§ 8061**

The last day to file Signatures-in-Lieu of Filing Fee Petitions is **July 6, 2021, 5:00 p.m.** **§ 8106(b)(3)**

**July 1, 2021
through
July 16, 2021
(E-75 – 60)
(Date designated by
Secretary of State)**

CANDIDATES' STATEMENTS IN THE STATE VOTER INFORMATION GUIDE: Period in which State Constitutional Office candidates may purchase a space for a 250-word Candidate's Statement in the official State Voter Information Guide. Candidates for State Constitutional Office may purchase space for a Candidate's Statement only if they have Filed a Form 501 and have agreed to accept the voluntary expenditure limits. All State Constitutional Office candidates' statements are filed with the Secretary of State.
Gov't § 85601(a)

**July 9, 2021
through
July 16, 2021
(E-67 – 60)**

DECLARATION OF CANDIDACY AND NOMINATION PAPERS: Nomination Papers and Declaration of Candidacy forms may be obtained from and must be delivered for filing to the Registrar of Voters' office from July 9, 2021 through July 16, 2021, 5:00 p.m. No person shall be considered a legally qualified candidate for any office unless that person has filed a Declaration of Candidacy or

Statement of Write-in Candidacy with the elections official.

§ 11381(a)

For voter-nominated offices, a candidate shall indicate his or her party preference, or lack of party preference, as disclosed upon the candidate's most recent registration affidavit, upon his or her Declaration of Candidacy. A candidate's party preference, or lack of party preference, shall appear on the ballot in conjunction with his/her name. § 8002.5, 13105

A candidate designating a party preference for a voter-nominated office shall not be deemed to be the official nominee of the party designated as preferred by the candidate. The party preference is shown for the information of the voters only. § 8002.5

**July 9, 2021
through
July 16, 2021
(E-67 – 60)**

FILING FEES: Filing Fees must be paid at the time the Nomination Papers are obtained from the Registrar of Voters. This fee is nonrefundable. Signatures appearing on a filed Petition in-Lieu of Filing Fee can be counted toward the number of signatures required for the candidate's Nomination Papers. If the candidate's Signatures-in-Lieu of Filing Fee Petition contains the requisite number of valid signatures required for his/her Nomination Papers, the Registrar of Voters shall not require the candidate to circulate Nomination Papers. §§ 8061, 8105, 8106

Candidates who submit Signatures-in-Lieu of Filing Fee Petitions that do not contain the requisite number of signatures for the Nomination Papers are still entitled to file Nomination Papers during the nomination period provided the Filing Fee has been paid. § 8061, 8106(b)(3)

**July 9, 2021
through
July 16, 2021
(E-67 – 60)**

CANDIDATE PARTY PREFERENCE HISTORY: Under the Top Two Candidates Open Primary Act (Proposition 14) which was approved by California voters in June of 2010, the Secretary of State is required to provide the political party preference history for the preceding 10 years for voter-nominated office candidates. A candidate is responsible for providing his/her party preference history on the Declaration of Candidacy filed by **July 16, 2021**. § 8121(b)

**July 9, 2021
through
July 16, 2021
(E-67 – 60)**

STATEMENT OF ECONOMIC INTERESTS: Every candidate for an office specified in Government Code section 87200, other than a Justice of an Appellate or the Supreme Court, shall file no later than the final filing date for a Declaration of Candidacy, a statement, Form 700, disclosing his/her investments and his/her interests in real property and any income received during the immediately preceding 12 months. Such statement is not required if the candidate has filed, within 60 days prior to the filing of his/her Declaration of Candidacy, a statement for the same jurisdiction. Gov't §§ 87200, 87201, 87500

**July 9, 2021
through
July 16, 2021
(E-67 – 60)**

INCOME TAX RETURN DISCLOSURE REQUIREMENT

PERIOD: Period during which a candidate for Governor shall submit two copies of each tax return required by Section 8902. **Gov't § 8903**

**July 16, 2021
(E-60)**

CANDIDATE INTENTION STATEMENT:

Last day for the Candidate Intention Statement (Form 501) to be filed in order for State Constitutional Office candidates accepting the voluntary expenditure limits to qualify to purchase space for a 250-word statement in the State Voter Information Guide.

Gov't §§ 85200, 85400, 85401

**July 16, 2021
(E-60)**

**DEADLINE TO FILE NOMINATION PAPERS,
DECLARATIONS OF CANDIDACY, AND CANDIDATES'**

STATEMENTS: Last day to circulate and to file Nomination Papers and Declarations of Candidacy with the Registrar of Voters' office and to purchase and file a Candidates' Statements with the Secretary of State's office.

§§ 11381(a); Gov't § 85601(a)

**July 16, 2021
(E-60)**

CANDIDATE'S WITHDRAWAL: No candidate who has filed a Declaration of Candidacy may withdraw as a candidate.

§ 8800

**July 19, 2021
(11:00 a.m.)
(E-57)
(Secretary of State)**

RANDOMIZED ALPHABET DRAWING: On this day, the Secretary of State shall conduct a drawing of the letters of the alphabet, the result of which shall be known as the randomized alphabet, to determine the order in which candidates appear on the California Gubernatorial Recall Election ballot.

§ 13112(a)&(d)

**July 19, 2021
through
August 31, 2021
(E-57 – 14)**

WRITE-IN CANDIDATES: First day the Statement of Write-in Candidacy and Nomination Papers are available for a write-in candidate. They must be filed with the Registrar of Voters' office by August 31, 2021, 5:00 p.m.

§ 8601

**July 21, 2021
(E-55)**

CERTIFIED LIST OF CANDIDATES AND ROTATION

LIST: The last day for the Secretary of State to prepare and send to the Registrar of Voters, a certified list of candidates arranged according to the randomized alphabet drawn on **July 19, 2021**. This list will show the name of every person eligible to receive votes within the county at the California Gubernatorial Recall Election, their addresses, their Ballot Designations, and the party each person represents.

§ 11381(a)

**July 31, 2021¹
(E-45)
(Date fixed by law)**

MILITARY OR OVERSEAS VOTERS – BALLOTS: Last day for the county elections official to mail ballots to absent uniformed services voters and overseas voters.

§ 3114, 52 U.S.C. § 20302 (MOVE Act)

1§ 3114 and the federal MOVE Act require that ballots be sent to military and overseas voters not later than 45 days prior to an election. This date must be adhered to and does not move forward even though the date falls on a Saturday.

**August 5, 2021
(E-40)
(Date fixed by law)**

FIRST PRE-ELECTION CAMPAIGN DISCLOSURE

STATEMENTS DUE: The last day to file campaign disclosure statements for candidates and committees for the period ending July 31, 2021. **Gov't §§ 84200.5, 84200.8**

**August 5, 2021
through
August 24, 2021
(E-40 – 21)**

STATE AND COUNTY MAILINGS: Between these dates, State Voter Information Guides will be mailed directly to voters by the Secretary of State and the Registrar of Voters will mail County Voter Information Guides. **§§ 9094(a), 13303**

**August 16, 2021
through
September 7, 2021
(E-29 – 7)**

VOTE-BY-MAIL VOTING: Beginning 29 days before the day of the election, the Registrar of Voters will mail to each registered voter a vote-by-mail ballot packet that includes a postage-paid return envelope with instructions for the use and return of the ballot. **§ 4005(a)(8)(A)&(B)**

**August 16, 2021
(E-29)**

BALLOT DROP-OFF LOCATIONS: Beginning 29 days before the day of the election and through election day, all ballot drop-off locations open. **§ 4005(a)(1)(A)&(B)**

**August 24, 2021
(E-21)**

VOTE-BY-MAIL BOARDS COMMENCE TO PROCESS

VOTE-BY-MAIL BALLOTS: Processing of vote-by-mail ballots may begin on the fifteenth business day prior to the election. Processing vote-by-mail ballots includes opening vote-by-mail ballot return envelopes, removing ballots, duplicating any damaged ballots, and preparing ballots to be machine read, but under no circumstances may a vote count be accessed or released until 8:00 p.m. on the day of the election. **§ 15101**

**August 30, 2021
(E-15)**

LAST DAY TO REGISTER TO VOTE IN STATEWIDE

SPECIAL ELECTION: Last day to register to vote in the California Gubernatorial Recall Election. The Voter Registration Form shall be mailed (postmarked by this date) or delivered to the county elections official by this date and is effective upon receipt. The Voter Registration Form may also be submitted by this date to the Department of Motor Vehicles or any National Voter Registration Act designated agency. Last day for military or overseas voters to register to vote, to request a vote-by-mail ballot, and to send it to the county elections official.

NOTE: A request for a vote-by-mail ballot from a military or overseas voter will be deemed an affidavit of registration and an application for permanent vote-by-mail status. When a county elections official receives and approves an application from a military or overseas voter, the official must provide that voter with vote-by-mail ballots for each

subsequent election in the state unless the voter fails to vote in four consecutive statewide general elections.

52 U.S.C. §§ 20301, 20501; §§ 300(b), 321, 2102, 3102, 3206

**August 31, 2021
through
September 14, 2021
(E-14 – 0)**

CONDITIONAL VOTER REGISTRATION PERIOD:

During the period 14 days prior to Election Day and including Election Day, an individual can go to the office of his/her county elections official to conditionally register to vote and vote a provisional ballot. **§§ 2170, 2171, 2172, 2173**

**August 31, 2021
through
September 14, 2021
(E-14 – 0)**

NEW CITIZEN REGISTRATION PERIOD: A new citizen is eligible to register and vote at the office of, or at another location designated by, the county elections official at any time beginning on August 31, 2021 and ending at the close of polls on September 14, 2021. **§§ 331, 3500**

A new citizen registering to vote after the close of registration shall provide the county elections official with proof of citizenship prior to voting and shall declare that he or she has established residency in California. **§ 3501**

The ballots of new citizens shall be received and canvassed at the same time and under the same procedure as vote-by-mail voter ballots. **§ 3502**

**August 31, 2021
(E-14)**

DEADLINE FOR WRITE-IN CANDIDATES TO FILE:

Last day for a write-in candidate to file a Statement of Write-in Candidacy and a Declaration of Candidacy with the Registrar of Voters by 5:00 p.m. **§ 8601**

**September 2, 2021
(E-12)
(Date fixed by law)**

SECOND PRE-ELECTION CAMPAIGN DISCLOSURE

STATEMENTS DUE: The last day to file campaign disclosure statements for candidates and committees covering the period ending August 28, 2021. **Gov't §§ 84200.5, 84200.8**

**September 4, 2021
(E-10)**

SELECT VOTE CENTERS OPEN: Beginning 10 days before the day of the Election and continuing daily up to Election Day, select vote centers are open to the public. **§§ 3108(b), 4005(a)(2)(A)&(4)(A)**

**September 7, 2021
(E-7)**

MAILED REPLACEMENT BALLOT DEADLINE: Last day to request a replacement Vote-by-Mail ballot be mailed. **§ 3001(a)**

**September 11, 2021
(E-3)**

ADDITIONAL VOTE CENTERS OPEN: Beginning 3 days before the day of the Election and continuing daily up to Election Day, additional vote centers are open to the public. **§§ 3108, 4005(a)(3)(A)**

**September 14, 2021
(E-0)**

ELECTION DAY: Vote Centers open from 7:00 a.m. to 8:00 p.m.
Ballots will be centrally counted at the Registrar of Voters' office.

§§ 4005(3)(A), 14212

**September 14, 2021
(E-0)**

VOTE-BY-MAIL VOTER BALLOTS RETURNED: Deadline for the Registrar of Voters to receive vote-by-mail ballots hand delivered to the office of the elections official, a vote center, a vote-by-mail drop-off location, or a drop box must be received by the county elections official by the close of the polls on Election Day. If a vote-by-mail voter is unable to return the ballot, he/she may designate any person to return the ballot.

§§ 3017, 3020, 14212

Last day a military or overseas voter who is living outside of the United States (or is called for military service within the United States on or after **September 7, 2021**, may return his/her ballot by facsimile transmission. To be counted, the ballot returned by facsimile transmission must be received by the elections official no later than Election Day, 8:00 p.m. and must be accompanied by an identification envelope and a signed Oath of Declaration.

§§ 3101(e), 3106, 3110, 3118, 14212

IMPORTANT: A mailed, voted ballot will count only if the identification envelope is signed, dated and postmarked no later than Election Day, **September 14, 2021**, and it is received no later than seven (7) days after Election Day, **September 21, 2021**, 8:00 p.m. **§§ 3011, 3020**

**September 14, 2021
(E-0)**

SEMIFINAL OFFICIAL CANVASS OF ELECTION RETURNS: Beginning at 8:00 p.m. and continuously until completed, the Registrar of Voters shall conduct the semi-official canvass of votes and report totals to the Secretary of State at least every two hours.

§§ 15150, 15151

**September 14, 2021
(E-0)**

MILITARY OR OVERSEAS VOTERS: Any registered military or overseas voter who has returned to his or her county of registration on or before this day, and to whom a vote-by-mail ballot has been mailed but not voted, may apply for a second vote-by-mail ballot.

The elections official shall require him or her to sign an authorization to cancel the vote-by-mail ballot previously issued, and shall then issue another vote-by-mail ballot to the voter or certify to the precinct board that the voter is eligible to vote in the election. **§ 3109**

An unregistered military or overseas voter who was released from service after the close of registration, **August 30, 2021**, and who has returned to his or her county of residence may apply in person to register with the county elections official and vote in the election. Documentary proof of release from service is required.

On or before the day of the election, the county elections official shall deliver to the precinct board a list of military or overseas voters registered under Elections Code section 3108. **§§ 300(b), 3108**

A military or overseas voter who returns to the county after **August 30, 2021** may appear before the county elections official and apply for registration, a vote-by-mail ballot, or both. The county elections official shall register the voter, if not registered, and shall deliver a vote-by-mail ballot which may be voted in, or outside, the county elections official's office on or before the close of the polls on Election Day and returned as are other voted vote-by-mail ballots. **§ 3110**

**September 14, 2021
(E-0)**

VOTE-BY-MAIL BALLOT APPLICATIONS FOR OUT-OF-STATE EMERGENCY WORKERS: Last day upon the declaration of an out-of-state emergency by the Governor and the issuance of an executive order authorizing an out-of-state emergency worker to cast a ballot outside of his or her home precinct, an out-of-state emergency worker may request and vote a vote-by-mail ballot, which must be delivered to the elections official by mail or by hand, on or before the close of polls on Election Day. **§§ 336.7, 3021.5**

**September 15, 2021
(E+1)**

COMMENCE OFFICIAL CANVASS OF ELECTION RETURNS: The Registrar of Voters will begin the official canvass of the precinct returns. **§ 15301**

**October 14, 2021
(E+30)**

COMPLETE CANVASS OF OFFICIAL RETURNS AND CERTIFY RESULTS BY THIS DATE: No later than this date, the county elections official must complete the canvass, certify its results, and submit it to the Board of Supervisors. **§ 15372**

This is also the suggested deadline for the Board of Supervisors to declare the winners for each office and the results of each measure under its jurisdiction. **§ 15400**

**October 14, 2021
(E+30)**

CERTIFICATE OF ELECTION: Approximately on this date, the elections official shall make and deliver to each person elected or nominated under its jurisdiction, a certificate of election or nomination, signed by the elections official. **§ 15401**

**October 15, 2021
(E+31)**

STATEMENT OF RESULTS TO SECRETARY OF STATE: By this date, the county elections official shall send to the Secretary of State, in an electronic format, one complete copy of the returns for all candidates voted for at the California Gubernatorial Recall Election. **§§ 15374, 15375**

January 31, 2022
(Dated fixed by law)
(E+139)

SEMI-ANNUAL CAMPAIGN DISCLOSURE STATEMENTS

DUE: Last day to file semi-annual campaign disclosure statements for all candidates and committees for the period August 29, 2021 through December 31, 2021. **Gov't §§ 84200, 84218**

NOTE: Candidates for federal office should contact the Federal Elections Commission at the address or toll-free telephone number below to obtain information regarding campaign disclosure filing requirements and the forms on which to file.

Federal Elections Commission
1050 First Street, NE
Washington, D.C. 20463
Phone 800-424-9530; info@fec.gov

POLITICAL SUBDIVISIONS IN ORANGE COUNTY

38th Congressional District (Portions of Orange and Los Angeles Counties)
39th Congressional District (Portions of Orange, Los Angeles and San Bernardino Counties)

45th Congressional District
46th Congressional District
47th Congressional District (Portions of Orange and Los Angeles Counties)
48th Congressional District
49th Congressional District (Portions of Orange and San Diego Counties)

29th Senatorial District (Portions of Orange, Los Angeles and San Bernardino Counties)
32nd Senatorial District (Portions of Orange and Los Angeles Counties)
34th Senatorial District (Portions of Orange and Los Angeles Counties)
36th Senatorial District (Portions of Orange and San Diego Counties)
37th Senatorial District

55th Assembly District (Portions of Orange, Los Angeles, and San Bernardino Counties)

65th Assembly District
68th Assembly District
69th Assembly District
72nd Assembly District
73rd Assembly District
74th Assembly District

4th State Board of Equalization District (Orange, Imperial, Riverside, San Diego, and San Bernardino Counties)

5 Supervisorial Districts

5 County Board of Education Trustee Areas

124 Judicial Seats

**OFFICES FOR WHICH CANDIDATES ARE TO BE
NOMINATED OR ELECTED AT THE CALIFORNIA GUBERNATORIAL RECALL
ELECTION**

VOTER-NOMINATED

STATE CONSTITUTIONAL OFFICERS

OFFICES TO BE FILLED

Governor

INCUMBENT

Gavin Newsom (D)

**FILING FEES
THE FILING FEE IS NON-REFUNDABLE**

STATE CONSTITUTIONAL OFFICES

Governor

\$4,194.94

2%

STATE CONSTITUTIONAL OFFICERS -- The Filing Fee must be paid at the time Nomination Papers are issued. Check must be made payable to the SECRETARY OF STATE.

The Filing Fee can be paid by cash, personal or certified check, credit card (MasterCard, Visa, American Express, and Discover) and postal money order. If a candidate pays the Filing Fee in cash and that Filing Fee is payable to the Secretary of State, an additional charge for obtaining a certified check will be made.

NOTE: Any of the above Filing Fees can be paid in whole or in part by Signatures-in-Lieu of Filing Fee. **§§ 8103, 8105, 8106**

NUMBER OF NOMINATION SIGNATURES REQUIRED

<u>OFFICE</u>	<u>NUMBER OF SIGNATURES REQUIRED</u>	
Governor	65-100	(\$8062)

In all cases, it is suggested that more than the minimum number of signatures be obtained (but not to exceed the maximum) so in case any are marked "Not Sufficient", there will be enough "Sufficient" signatures remaining to validate the petition. Signatures to a candidate's Nomination Papers may not be withdrawn.

NUMBER OF SIGNATURES-IN-LIEU OF FILING FEE REQUIRED

<u>OFFICE</u>	<u># OF SIGS REQUIRED IN LIEU OF FILING FEE</u>	<u>VALUE PER 100 SIGS</u>
STATE OFFICES		
Governor	7,000	\$59.93
		§ 8106

THE FILING FEE OR PORTION THEREOF IS NON-REFUNDABLE!

**SIGNATURES-IN-LIEU OF FILING FEE PETITION INFORMATION
(§8106-entire page)**

Signatures-in-Lieu of Filing Fee Petitions can be obtained from the Registrar of Voters beginning **July 1, 2021**.

The Registrar of Voters will issue forms for obtaining the minimum number of Signatures-in-Lieu of paying a Filing Fee. If the candidate requires an additional quantity of forms, the candidate may duplicate a blank form to obtain the desired quantity.

NOTE: If a candidate wishes to designate another person to obtain and/or file his/her Signatures-in-Lieu of Filing Fee Petitions, he/she may do so **without this designation being in writing**.

A candidate may submit the appropriate number of signatures to cover all or any portion of the Filing Fee.

Candidates may OBTAIN Signatures-in-Lieu of Filing Fee Petitions from any Registrar of Voters' office. They may CIRCULATE the petitions in any county in the district, but must FILE them in the county where the signatures were obtained. **§ 8106(b)(4)**

A circulator of Signatures-in-Lieu of Filing Fee Petitions must be 18 years of age or older. He or she does not need to be a registered voter, be affiliated with the same political party as the candidate, or live in the district in which the candidate is to be voted on.

§§ 102, 8106(b)(4)

Any registered voter may sign a Signatures-in-Lieu of Filing Fee Petition for any candidate for whom he/she is eligible to vote. **For voter-nominated and nonpartisan offices, the signer does not need to be affiliated with the same political party as the candidate.** Prior to the passage of Proposition 14, for voter-nominated offices, only a voter of the same political party as a candidate could sign the candidate's Nomination Paper. Additionally, any voter could sign a Signatures-in-Lieu of Filing Fee Petition, but only the signature of a voter who was of the same political party could be counted toward the number of voters required to sign a Nomination Paper. Now, anyone, regardless of party preference, can sign a Nomination Paper for a voter-nominated office candidate. As a result, all signatures on a Signatures-in-Lieu of Filing Fee Petition may be counted toward the number of voters required to sign a candidate's Nomination Paper for voter-nominated and nonpartisan offices.

§§ 8106(b)(1), 8061, 8068

No voter shall sign more petitions for candidates than there are offices to be filled. If a voter signs more candidates' petitions than there are offices to be filled, the voter's signature will be valid only on those petitions which, taken in the order they were filed, do not exceed the number of offices to be filled.

§ 8106(b)(2)

IMPORTANT: Each signer shall, at the time of signing the Signatures-in-Lieu of Filing Fee Petition, personally affix his/her signature, printed name and place of residence, giving street and number, and if no street or number exists, then a designation of the place of residence which will enable the location to be readily ascertained. **§ 100**

IMPORTANT: If a person who is a "Confidential Voter", a Superior Court Judge or a candidate for Superior Court Judge, signs a Signatures-in-Lieu of Filing Fee Petition, he/she **must personally affix his/her place of residence.** Signatures-in-Lieu of Filing Fee Petitions are public documents; the residence address would now be public record if the petition is completed. "Confidential Voters", Superior Court Judges, and candidates for Superior Court Judge are **not exempt** from having to disclose their residential addresses on this document. However, Superior Court Judges and candidates for Superior Court Judge (but not "Confidential Voters") **are exempt** from disclosing their residence addresses on the Declaration of Intention and the Declaration of Candidacy. **§ 8040**

All valid signatures obtained on a Signatures-in-Lieu of Filing Fee Petition may be counted toward the number of voters required to sign a Nomination Paper. If a Signatures-in-Lieu of Filing Fee Petition contains the number of valid signatures required on a Nomination Paper, the candidate is not required to file Nomination Papers, but may request the Registrar of Voters to accept the Signatures-in-Lieu of Filing Fee Petition signatures instead of filing Nomination Papers. **The candidate must still file a Declaration of Candidacy.** If a Signatures-in-Lieu of Filing Fee Petition does not contain the number of valid signatures required on a Nomination Paper, the candidate must file, within the time period allowed for

filing Nomination Papers, a Nomination Paper in order to obtain the requisite number of valid signatures. A candidate who submits a Nomination Paper to supplement the number of valid signatures filed on a Signatures-In-Lieu of Filing Fee Petition need only submit enough signatures on the Nomination Paper when combined with the signatures appearing on the Signatures-in-Lieu of Filing Fee Petition equals the number of signatures required for nomination.

IMPORTANT: It is suggested that more than the minimum number of signatures be obtained (**but not to exceed the maximum**) in case any are marked “Not Sufficient”, there will be enough “Sufficient” signatures remaining to validate the Nomination Paper.

Any valid signatures on a Signatures-in-Lieu of Filing Fee Petition will now be counted towards both the Signatures-in-Lieu of Filing Fee Petition signature requirement and the Nomination Papers signature requirement until the minimum number of nomination signatures is met. However, if a voter signs both the candidate’s Signatures-in-Lieu of Filing Fee Petition and Nomination Papers, and that person’s signature on the Signatures-in-Lieu of Filing Fee Petition is counted towards the nomination signature requirement, then that person’s signature on the Nomination Papers will not be counted.

Remember, if the petition is circulated for an office in more than one county, the candidate shall submit the signatures to the Registrar of Voters in the county in which the signatures were obtained. § 8106(b)(4)

Signatures-In-Lieu of Filing Fee Petitions do not need to be filed at the same time.
They may be filed throughout the Signatures-in-Lieu of Filing Fee Petitions filing period:
July 1, 2021 through July 6, 2021, 5:00 p.m. for all candidates. § 8106

Upon receipt of Signatures-in-Lieu of Filing Fee Petition signatures, or a sufficient combination of such signatures and pro rata Filing Fee, the Registrar of Voters shall issue Nomination Papers provisionally. Within 10 days after receipt of a petition, the Registrar of Voters shall notify the candidate of any deficiency. The candidate shall then, prior to the close of the nomination period pay a pro rata portion of the Filing Fee, to cover the deficiency. § 8106(b)(3)

ANY VOTER SIGNING A SIGNATURES-IN-LIEU OF FILING FEE PETITION MUST BE ELIGIBLE TO VOTE FOR THAT CANDIDATE. § 8106



NOTE: THE CANDIDATE IS STILL REQUIRED TO FILE A DECLARATION OF CANDIDACY DURING THE NOMINATION PERIOD (JULY 9, 2021 THROUGH JULY 16, 2021, 5:00 P.M.) EVEN THOUGH HE/SHE COUNTS THE SIGNATURES APPEARING ON THE IN LIEU OF FILING FEE PETITION TOWARD THE NUMBER OF SIGNATURES REQUIRED FOR THE CANDIDATE’S NOMINATION PAPERS.

GENERAL QUALIFICATIONS TO RUN FOR AND HOLD PUBLIC OFFICE

A Candidate must be:

1. 18 years old by Election Day;
2. a citizen of the State;
3. a registered voter at the time Nomination Papers are issued, and, unless otherwise specifically provided, qualified to vote for the office; and
4. eligible to take the oath of office and be able to be bonded in the amounts provided for by statute.

A candidate may not have been convicted of designated crimes specified in the Constitution and laws of the State.

Unless otherwise specifically provided, no person is eligible to be elected or appointed to an elective office unless that person is a registered voter and otherwise qualified to vote for that office at the time that Nomination Papers are issued to the person or at the time of the person's appointment. **§ 201**

Notwithstanding any other provision of law, a public officer who is a minor shall have the rights and liabilities of an adult, both civil and criminal, with regard to his/her official duties, and a candidate for nomination or election to public office who is a minor shall have the rights and liabilities of an adult, both civil and criminal, with regard to his/her activities as a candidate. **Gov't Code § 275.2**

Successful candidates must qualify for office by taking the oath of office and be able to be bonded in the amounts provided for by statute, by the presiding judge of the Superior Court, and/or by judges of the Superior Court. **Cal. Const., Art. XX, § 3**

A person is incapable of holding a civil office if at the time of his/her election or appointment he/she is not 18 years of age and a citizen of the state. **Gov't Code § 1020**

A person is disqualified from holding any office upon conviction of designated crimes as specified in the Constitution and laws of the State. **Gov't Code § 1021**

The Declaration of Candidacy which each candidate must file states that the candidate meets the statutory and constitutional qualifications for the office (including, but not limited to, citizenship, residency, and party preference, if required) and that the candidate will accept the nomination and not withdraw if nominated. **§ 8040**

**SPECIAL QUALIFICATIONS TO RUN FOR AND HOLD PUBLIC OFFICE
VOTER-NOMINATED OFFICES**

GOVERNOR

- must:**
- **be a registered voter and otherwise qualified to vote for that office at the time that Nomination Papers are issued to the person;**
 - **be a United States citizen and resident of California;**
 - **not have served two terms in the office sought since November 6, 1990; and**
 - **not have been convicted of a felony involving accepting or giving, or offering to give, any bribe, the embezzlement of public money, extortion or theft of public money, perjury, or conspiracy to commit any of those crimes. §§ 20, 201, Cal. Const., Art. V, §§ 2, 9, and 11**

Article V, Section 2 of the California Constitution requires California residency for five years; however, it is the legal opinion of the California Secretary of State's office that this provision violates the U.S. Constitution.

DECLARATION OF CANDIDACY AND NOMINATION PAPERS

Between July 9, 2021 and July 16, 2021, all candidates must file a Declaration of Candidacy and Nomination Papers. §§ 8020, 8040, 8041, 8063, 8064

The Filing Fee must be paid at the time the Declaration of Candidacy and Nomination Papers are obtained from the Registrar of Voters unless:

(a) No Filing Fee is required; or

(b) The candidate filed Signatures-in-lieu of Filing Fee Petitions to meet the Filing Fee requirement. §§ 8105, 8106



A word of caution: FILE EARLY! It is not advisable to wait until the last day of the Nomination Period to file your paperwork.

ALL FILING FEES ARE NONREFUNDABLE!

July 9, 2021 is the first date that candidates may obtain, circulate and leave for filing or examination and certification, the Declaration of Candidacy and nomination documents. Upon request of a candidate, the county elections official shall provide the candidate with a Declaration of Candidacy. The county elections official shall not require the candidate to sign, file, or sign and file a Declaration of Candidacy as a condition of receiving nomination papers. § 8020

The Registrar of Voters shall supply all forms required for nomination and election to all congressional, state, and county offices and shall imprint a stamp which reads "Official Filing Form" and affix his/her signature. The forms shall be distributed without charge to all candidates applying for them, upon the pre-payment of the Filing Fee provided for in Elections Code §§ 8103-8106. **The Filing Fee will not be refunded in the event the candidate fails to qualify as a candidate.** §§ 8101, 8105

Information to be completed by the candidate on the Declaration of Candidacy form includes the candidate's name, occupational (ballot) designation, residence/business address, mailing address, phone number, party preference (if applicable), and includes a statement that he/she meets the statutory and constitutional qualifications for the office and that, **if nominated, he/she will accept the nomination and not withdraw.** No candidate for a judicial office shall be required to state his or her residential address on the Declaration of Candidacy. §§ 8040, 10511

NOTE: The residence address must be completed on the Declaration of Candidacy for all contests except judicial offices. § 8040(a)(b)

A candidate for a voter-nominated office (United States Senator, Representative in Congress, State Constitutional Officers, Member of the State Senate, and Member of the State Assembly) shall indicate his or her party preference, or lack of party preference upon his/her Declaration of Candidacy, as disclosed upon the candidate's most recent statement of registration. A candidate's party preference as stated on his or her Declaration of

Candidacy shall appear on the Primary and General Elections ballots in conjunction with his or her name. **§ 8002.5(a)**

A voter-nominated office candidate designating a party preference shall not be deemed to be the official nominee of the party designated as preferred by the candidate and is only shown for the information of the voter. A candidate's designation of party preference shall not be construed as an endorsement of that candidate by the party designated. It does not constitute or imply an endorsement of the candidate by the party designated, and no candidate nominated by the qualified voters for any voter-nominated office shall be deemed to be the officially nominated candidate of any political party. **§ 8002.5(c)**

It is mandatory that candidates for voter-nominated office list their party preferences/voter registration histories for the preceding ten years. **It is the responsibility of the candidate to provide accurate information.** This information will be posted on the Secretary of State's website and the Registrar of Voters' Voter Information Guide and website. **§ 8121**

If a candidate for a voter-nominated or nonpartisan office submits a Signatures-in-Lieu of Filing Fee Petition pursuant to section 8106, any valid signatures appearing on the petition will, if the signatures are those of registered voters and eligible to vote for the candidate, be counted toward the number of voters required to sign Nomination Papers. **The requirement for voter-nominated offices that the signer must be registered with the political party of the candidate for the signature to be counted toward the signature requirement on Nomination Papers is no longer in effect.** If a Signatures- in-Lieu of Filing Fee Petition contains the requisite number of valid signatures needed on Nomination Papers, the candidate is not required to file Nomination Papers, but may request the Registrar of Voters to accept the petition instead of filing Nomination Papers. **§ 8061**

NOTE: When using the Signatures-in-Lieu of Filing Fee process, the candidate is still required to file a Declaration of Candidacy during the nomination period. **§ 8020**

(See DETAILED INSTRUCTIONS FOR CANDIDATES AND THEIR CIRCULATORS for information on signing Nomination Papers.)

All nomination documents which are required to be filed in the office of the Secretary of State shall, within five days after being left with the Registrar of Voters, be forwarded to the Secretary of State, who shall receive and file them. The Registrar of Voters shall forward with the nomination documents a statement showing the total number of signatures on the nomination documents which have not been marked "not sufficient." **§ 8082**

All nomination documents must be filed with the Registrar of Voters or left for examination and forwarding to the Secretary of State by **July 16, 2021, 5:00 p.m.** **Nomination signatures do not need to be filed at the same time and may be filed before the Declaration of Candidacy is filed.** If after verification, the minimum number of nomination signatures has not been attained, supplemental signatures may then be obtained until the filing deadline. **§ 8020(b)**

NOTE: There is no extension of the filing period for any office where there is no incumbent eligible to be elected. **§ 8022**

Every candidate must file a Declaration of Candidacy during the nomination period, whether or not a Nomination Paper is filed. The Declaration of Candidacy form must be obtained from and filed with the Registrar of Voters' office in the candidate's

county of residence.

§§ 8020, 8064

No candidate whose Declaration of Candidacy has been filed for any Primary Election may withdraw as a candidate at that Primary Election. § 8800

A candidate may, in a dated, signed, written statement designate a person to obtain a Declaration of Candidacy form from the Registrar of Voters' office and deliver it to the candidate. Such statement shall include language indicating that the candidate is aware that the Declaration of Candidacy must be properly executed and delivered to the Registrar of Voters' office of the county of the candidate's residence by the 60th day prior to the California Gubernatorial Recall Election, **July 16, 2021**. § 8028

In the event that the Declaration of Candidacy form is being returned to the Registrar of Voters' office by a person other than the candidate, the Declaration of Candidacy form/the Oath of Office **must be notarized** prior to filing with the Registrar of Voters' office. **(See back of Declaration of Candidacy form drafted by the Secretary of State and Elections Code section 8028)**

NOTE: A person does not need to be designated in writing by the candidate to obtain or file Signatures-in-Lieu of Filing Fee Petitions and Nomination Papers; this is only necessary to obtain and/or file the Declaration of Candidacy.

CANDIDATE'S NAME

For candidates with long names, there is a possibility that the Registrar of Voters' system may split the name. Due to space limitations of the ballot, the Registrar of Voters' office is unable to change column size, font size, etc., to accommodate long names. **A candidate should keep this in mind as he/she designates on his/her Declaration of Candidacy how he/she want his/her name to appear on the ballot.**

Assembly 1316 was signed into law by Governor Brown in August of 2013 and went into effect on **January 1, 2014**. It eliminates the practice of permitting candidates to select a number to be printed alongside their name on ballot materials if a candidate with a similar name files for the same office. The bill requires the elections official to assign each such candidate a number based on the order in which the candidates filed their nomination papers. It requires that the first candidate be assigned the number "1", with each subsequent candidate with a similar name being assigned the next number in numerical sequence until each candidate with a similar name has been assigned a distinguishing number. The law also requires the elections official to conduct a drawing of the numbers assigned to the candidates in a similar manner as provided for by existing law to determine the order on the ballot for candidates with similar names.



Assembly Bill 57 (2019) requires that any ballot providing a translation of a candidate's name, in jurisdictions required to provide translated ballot materials pursuant to a specified provision of the federal Voting Rights Act of 1965 (VRA), to contain a phonetic transliteration of the candidate's name unless certain conditions are met and as specified:

- Permits a candidate who has a character-based name by birth, which can be verified by birth certificate or other valid identification, to use that name on the ballot instead of a phonetic transliteration.
- Permits a candidate who does not have a character-based name by birth, but who identifies by a particular character-based name and can demonstrate that the candidate has been known and identified within the public sphere by that

name over the past two years, to use that name instead of a phonetic transliteration.

Candidates with a character-based name will be required to fill out a Character-Based Name Form and submit supporting documents.

Translations apply to character-based languages in Chinese and Korean.

DETAILED INSTRUCTIONS FOR CANDIDATES AND THEIR CIRCULATORS

(Please read carefully before obtaining signatures)

CIRCULATORS

Circulators (whether the candidate himself/herself or another person) perform the important duty of obtaining signatures of properly registered voters on the Nomination Papers. If the signatures are not obtained in accordance with law, the candidate's right to be placed on the ballot could be challenged.

All candidates should endeavor to obtain the required number of signatures as soon as possible, in order that their Nomination Papers may be returned to the Registrar of Voters' office for examination and filing or certification to the Secretary of State, as the case may be.

All Nomination Papers do not need to be filed at the same time.

A circulator (whether the candidate himself/herself or another person) must make a sworn statement that all the signatures he/she obtained on the Nomination Papers were made in his/her presence and that to the best of his/her knowledge and belief each signature is the genuine signature of the person whose name it purports to be. Accordingly, Nomination Papers may not be handed to someone else to obtain the signatures. Only one person may obtain signatures to a section of a Nomination Paper. **§ 8041**

Notwithstanding any other provision of law, any person who is a candidate for any office may obtain signatures to and sign his/her own Nomination Papers. His/her signature will be given the same effect as that of any other qualified signer. **§ 106(a)**

Any person engaged in obtaining signatures to the Nomination Papers of a candidate for any office may, if otherwise qualified to sign the papers, sign the papers. The signature shall be given the same effect as that of any other qualified signer. **§ 106(b)**

Appointed circulators shall be 18 years of age or older. §§ 102, 8066

A candidate running for an office contained in more than one county is encouraged to obtain more than the minimum number of qualified signers of the county of his/her residence in order to obtain the required minimum.

SIGNERS

For voter-nominated offices, signers shall be voters in the district or political subdivision in which the candidate is to be voted on. **The signer does not need to be affiliated with the same political party as the candidate.** **§§ 100, 8068**

IMPORTANT: Each signer shall, at the time of signing Nomination Papers, personally affix his/her signature, printed name and place of residence, giving street and number,

and if no street or number exists, then a designation of the place of residence which will enable the location to be readily ascertained. **§ 100**

IMPORTANT: If a person who is a "Confidential Voter" or a Superior Court Judge, signs a Nomination Paper, **he/she must personally, affix his/her place of residence.** Nomination Papers are public documents; after signing the document, the residence address would now become public record. "Confidential Voters" or Superior Court Judges are **not exempt** from having to disclose their residential addresses on this document. However, Superior Court Judges (but not "Confidential Voters") **are exempt** from disclosing their residence addresses on the Declaration of Candidacy. **§ 8041**

Signatures to a Nomination Paper shall not be obtained by the Registrar of Voters, or by the deputies in the office of the Registrar of Voters, nor within 100 feet of any election booth or polling place. **§§ 6123, 6383, 6592, 8452**

No signer shall, at the time of signing a Nomination Paper, have his/her name signed to any other Nomination Paper for any other candidate for the same office, or, in case there are several places to be filled in the same office, signed to more Nomination Papers for candidates for that office than there are offices to be filled. **§ 8069**

Any candidate may obtain signatures to and sign his or her own Nomination Papers.
§ 106(a)

NOTE: Candidates MUST OBTAIN Nomination Papers from their county of domicile. They may CIRCULATE the papers in any county in the district but must FILE the Nomination Papers in the county where the signatures were obtained.

Before filing or forwarding for filing any Declaration of Candidacy or Nomination Papers, the Registrar of Voters will verify the signatures on the Nomination Papers with the registration affidavits on file in the office of the Registrar of Voters. **Party preferences do not need to be verified for signatures on voter-nominated and nonpartisan offices.** The Registrar of Voters will mark "not sufficient" any signature which does not appear in the same handwriting as appears on the affidavit of registration in his/her office. The Registrar of Voters may cease to verify signatures once the minimum requisite number of signatures has been verified. **§ 8081**

INCOME TAX RETURN DISCLOSURE REQUIRMENT

A candidate for Governor shall file, no later than the candidate filing deadline, **July 16, 2021, 5:00 p.m.**, with the Secretary of State, two (2) copies of every income tax return the candidate filed with the Internal Revenue Service (IRS) in the five (5) most recent taxable years, one unredacted copy and another copy with required redactions. **Post-marks** will not be accepted. **§§ 8902, 8903**

DATE OF TAKING OFFICE

If the recall is successful, the Secretary of State will certify the election results and the new Governor would take the oath of office and assume the position at noon on **October 22, 2021**.
Cal. Const., Art. V, § 2, 9, 11, Ins. Code § 12900

BALLOT DESIGNATIONS FOR CANDIDATES
(§13107; Secretary of State Ballot Designation Regulations,
Ca. Admin. Code Regs. Tit. 2, § 20710, et seq.)

With the exception of candidates for Justice of the State Supreme Court or Court of Appeal, immediately under the name of each candidate, and not separated from the name by any line, may appear at the option of the candidate only one of the following designations:

- (1) Words designating the elective city, county, district, state or federal office which the candidate holds at the time of filing the nomination documents to which he/she was elected by vote of the people, or to which he/she was appointed, in the case of a Superior Court Judge. **There is no word limit for the official title of the office.** A candidate may choose to include the name of his/her elective office with another profession, vocation, or occupation, but that Ballot Designation is limited to no more than three words. **§ 13107(a)(1)**

- (2) Proposed ballot designations indicating a position of legislative leadership or leadership in another elected body, such as “Majority Leader of the California Senate”, “Speaker of the California State Assembly”, and “City of Long Beach Mayor Pro Tem” are not elective offices as described in Elections Code § 13107 (a)(1). Such Ballot Designations are improper, pursuant to Elections Code § 13107(a)(1). They may, however, subject to the three-word limit, be considered under the provisions of § 13107(a)(3). Examples of acceptable Ballot Designations under this section include, but are not limited to, “Assembly Minority Leader”, “California Assembly Speaker”, and “Mayor Pro Tem”. **CA Admin Code, Title 2, Division 7, § 20712(d)**

- (3) The word "incumbent" if the candidate is a candidate for the same office which he/she holds at the time of filing the Nomination Papers, and was elected to that office by a vote of the people. **The word “incumbent” must be used as a noun and must stand alone.** **§ 13107(a)(2)**

- (4) The phrase “appointed incumbent” may be used if the candidate holds an office other than a judicial office by virtue of appointment, and the candidate is a candidate for election to the same office. **§ 13107(a)(4)**

If the candidate is a candidate for **election to another office**, but wants to use the title of his/her current appointed office, he may use the word “appointed” and the title of his/her current office. He/she may not use “appointed **incumbent**” in this case.

In either instance, the candidate may not use the unmodified word “incumbent” or any words designating the office unmodified by the word “appointed.” **The words “appointed incumbent” must stand alone.**

NOTE: The phrase “appointed incumbent” shall not be required of a candidate who seeks reelection to an office which he/she holds and to which he/she was appointed as a nominated candidate, in lieu of an election pursuant to Education Code Sections 5326 and 5328 or Elections Code Sections 7228, 7423, 7673, 10229, or 10515.



- (5) **The names of special districts, school districts, and political subdivisions are not geographical names. For purposes of this section, all California geographical names shall be considered to be one word and shall be limited to the names of cities, counties and states.**

CA Admin Code, Title 2, Division 7, § 20714(f)(3)

- (6) Punctuation shall be limited to the use of a comma (e.g., Governing Board Member, Anaheim Union High School District) and a slash (e.g., Physician/Rancher/Legislator). Hyphenated words that appear in any generally available standard reference dictionary, published in the United States at any time within the 10 calendar years immediately preceding the election for which the words are counted, shall be considered as one word. Each part of all other hyphenated words not in the dictionary shall be counted as a separate word.

CA Admin Code, Title 2, Division 7, § 20714(f)(2)



- (7) **No more than three words** designating the current principal professions, vocations, or occupations of the candidate may be used as a Ballot Designation. **YOU MUST INCLUDE YOUR PRINCIPAL PROFESSION, VOCATION, OR OCCUPATION IN YOUR BALLOT DESIGNATION.** However, in the event the candidate does not have a current principal profession, vocation or occupation at the time he/she files his/her nomination documents, the candidate may use a Ballot Designation consisting of his/her principal professions, vocations, or occupations which the candidate was principally engaged in during the calendar year immediately preceding the filing of the candidate's nomination documents.

CA Admin Code, Title 2, Division 7, § 20714(d)

“Principal”, as that term is used in Elections Code § 13107(a)(3), means a substantial involvement of time and effort such that the activity is one of the primary, main or leading professional, vocational or occupational endeavors of the candidate. **The term “principal” precludes any activity which does not entail a significant involvement on the part of the candidate. Involvement which is only nominal, pro forma, or titular in character does not meet the requirements of the statute.** The Ballot Designation must accurately state the candidate's principal professions, vocations, or occupations and must be factually accurate and descriptive, and neither confusing nor misleading.

CA Admin Code, Title 2, Division 7, § 20714(b)

“Profession” means a field of employment requiring special education or skill and requiring specific knowledge of a particular discipline. The labor and skill involved in a profession is predominantly mental or intellectual, rather than physical or manual. Recognized professions generally include, but are not limited to: Law, medicine, education, engineering, accountancy, and journalism. Examples of an acceptable designation of a “profession”, as defined in Elections Code § 13107 (a)(3) include, but are not limited to: Attorney, physician, accountant, architect, and teacher.

CA Admin Code, Title 2, Division 7, § 20714(a)(1)

BALLOT DESIGNATIONS FOR CANDIDATES CONTINUED

“Vocation” means a trade, a religious calling, or the work upon which a person, in most but not all cases, relies for his/her livelihood and spends a major portion of his/her time. As defined, vocations may include, but are not limited to: Religious ministry, child rearing, homemaking, elderly and dependent care, and engaging in trades such as carpentry, cabinetmaking, plumbing, and the like. Examples of an acceptable designation of a “vocation”, as defined in Elections Code § 13107(a)(3) include, but are not limited to: Minister, priest, mother, father, parent, homemaker, dependent care provider, carpenter, plumber, electrician, and cabinetmaker.

NOTE: Husband and wife are not acceptable designations.

CA Admin Code, Title 2, Division 7, § 20714(a)(2)

“Occupation” means the employment in which one regularly engages or follows as the means of making a livelihood. Examples of an acceptable designation of an “occupation” as defined in Elections Code § 13107(a)(3) include, but are not limited to: Rancher, restaurateur, retail salesperson, manual laborer, construction worker, computer manufacturing executive, military pilot, secretary, and police officer.

CA Admin Code, Title 2, Division 7, § 20714(a)(3)

If a candidate is licensed by the State of California to engage in a profession, vocation or occupation, the candidate is entitled to consider it one of his/her “principal” professions, vocations, or occupations if (a) the candidate has maintained his/her license current as of the date he/she filed his/her nomination documents by complying with all applicable requirements of the respective licensure, including the payment of all applicable license fees and (b) the status of the candidate’s license is active at the time he/she filed his/her nomination documents.

CA Admin Code, Title 2, Division 7, § 20714(b)(1)

A candidate who holds a professional, vocational, or occupational license issued by the State of California may not claim such profession, vocation or occupation as one of his/her “principal” professions, vocations, or occupations if (a) the candidate’s licensure status is “inactive” at the time the candidate files his/her nomination documents; or (b) the candidate’s license has been suspended or revoked by the agency issuing the license at the time the candidate files his/her nomination documents.

CA Admin Code, Title 2, Division 7, § 20714(b)(2)

Multiple Principal Professions, Vocations, or Occupations: A candidate may engage in multiple principal professions, vocations or occupations. However, if a candidate proposes a Ballot Designation including multiple principal professions, vocations or occupations, the proposed Ballot Designation must comply with the following provisions: (1) The three-word limitation specified in Elections Code § 13107(a)(3); (2) Each such proposed profession, vocation or occupation shall be separately considered and must independently qualify as a “principal” profession, vocation, or occupation; and (3) When multiple professions, vocations or occupations are proposed as a ballot designation, they shall be separated by a slash (“/”).

CA Admin Code, Title 2, Division 7, §§ 20714(e)(1)(2)(3)

BALLOT DESIGNATIONS FOR CANDIDATES CONTINUED

- (8) **“Community Volunteer”** means a person who engages in an activity or performs a service for or on the behalf of, without profiting monetarily, one or more of the following: (1) A charitable, educational, or religious organization as defined by the U.S. Internal Revenue Code § 501(c)(3); (2) a governmental agency; or (3) an educational institution.

The activity or service must constitute substantial involvement of the candidate’s time and effort such that the **activity or service is the sole, primary, main, or leading professional, vocational or occupational endeavor of the candidate.** The words **“Community Volunteer”** must stand alone.

CA Admin Code, Title 2, Division 7, §§ 20714.5

Remember: The candidate must use his/her principal profession, vocation, or occupation as his/her Ballot Designation. “Community Volunteer” will not be allowed if the candidate does have a principal profession, vocation, or occupation. If the volunteer work is considered an “avocation” (see below under “Unacceptable Ballot Designations), then “Community Volunteer” may not be used as the Ballot Designation.

- (9) The use of the word **“retired”** is generally limited for use by individuals who have permanently given up their chosen principal profession, vocation or occupation. These factors will be taken into consideration: (a) Prior to retiring from his/her principal profession, vocation or occupation, the candidate worked in such profession, vocation or occupation for more than five years; (b) The candidate is collecting, or eligible to collect, retirement benefits or other type of vested pension; (c) The candidate has reached at least the age of 55 years; (d) The candidate voluntarily left his/her last professional, vocational, or occupational position; (e) If the candidate requests a Ballot Designation that he/she is a retired public official, he/she must have previously voluntarily retired from public office, not have been involuntarily removed from office, not have been recalled by voters, and not have surrendered the office to seek another office or failed to win reelection to the office; (f) The candidate has not had another more recent, principal profession, vocation, or occupation; and (g) The candidate’s retirement benefits are providing him/her with a principal source of income.

CA Admin Code, Title 2, Division 7, § 20716(h)(1)(2)(3)(4)

- (10) For a candidate for judicial office who is an active member of the State Bar employed by a city, county, district, state, or by the United States, the designation shall appear as one of the following: (2)(A) Words designating the actual job title, as defined by statute, charter, or other governing instrument. (3) A designation made pursuant to this subparagraph shall also contain relevant qualifiers as follows: If the candidate is an official or employee of a city, the name of the city shall appear preceded by the words “City of”. (B) If the candidate is an official or employee of a county, the name of the county shall appear preceded by the words “County of”. (C) If the candidate is an official or employee of a city and county, the name of the city and county shall appear preceded by the words “City and County”. (D) If the candidate performs quasi-judicial functions for a governmental agency, the full name of the agency shall be included. (c) **A candidate for superior court judge who is an active member of the State Bar and practices law as one of his or her principal professions shall use one of the following ballot designations as his or her ballot designation: “Attorney,”**

“Attorney at Law,” “Lawyer,” or “Counselor at Law.” The designations “Attorney” and “Lawyer” may be used in combination with one other current principal profession, vocation, or occupation of the candidate, or the principal profession, vocation, or occupation of the candidate during the calendar year immediately preceding the filing of nomination documents. **§ 13107(c)**

UNACCEPTABLE BALLOT DESIGNATIONS

(1) The following types of activities are distinguished from professions, vocations, and occupations and **are not acceptable** as ballot designations pursuant to Elections Code § 13107(a)(3):

(a) **Avocations:** An avocation is a casual or occasional activity, diversion or hobby pursued principally for enjoyment and is in addition to the candidate’s principal profession, vocation or occupation. Avocations may include, but are not limited to: hobbies, social activities, volunteer work (except as set forth under “Community Volunteer”), and matters pursued as an amateur.

CA Admin Code, Title 2, Division 7, § 20716(b)(1)

Example: (a) If a person is a PTA President (not a paid position), and does not have a principal profession, vocation, or occupation, then that person could use “Community Volunteer” as his/her Ballot Designation but could not use “PTA President”. “PTA President” is considered a “status (see “(c): Statuses”); (b) If the person is a PTA President (not a paid position), and also has a principle profession, vocation, or occupation, he/she must use his/her principle profession, vocation, or occupation as his/her Ballot Designation; (c) If the person is a PTA President (not a paid position) and also has a principle profession, vocation, or occupation, he/she **could not** use both the principle profession, vocation, or occupation and “Community Volunteer” (even if the designation meets the three-word requirement) because “Community Volunteer” must stand alone.

(b) **Pro Forma Professions, Vocations, and Occupations:** Pro forma professions, vocations or occupations are positions held by the candidate which consume little or none of the candidate’s time and which, by their nature, are voluntary or for which the candidate is not compensated. Pro forma professions, vocations and occupations may include, but are not limited to: Honorary peace officer, honorary chairperson, honorary professor, goodwill ambassador, official host or hostess and the like.

CA Admin Code, Title 2, Division 7, § 20716(b)(2)

(c) **Statuses:** A status is a state, condition, social position or legal relation of the candidate to another person, persons or the community as a whole. A status is generic in nature and generally fails to identify with any particular specificity the manner by which the candidate earns his or her livelihood or spends the substantial majority of his or her time. Examples of a status include, but are not limited to: Veteran, proponent, reformer, scholar, founder, philosopher, philanthropist, mother of eleven, activist, patriot, taxpayer, concerned citizen, Kiwanis Club President, PTA President, husband, and wife.

CA Admin Code, Title 2, Division 7, § 20716(b)(3)

UNACCEPTABLE BALLOT DESIGNATIONS CONTINUED

- (2) A Ballot Designation which abbreviates the word “retired” or places it following any word or words which it modifies. Examples of impermissible designations include, but are not limited to: Ret. Army General; Major USAF, Retired; and City Attorney, Retired. **CA Admin Code, Title 2, Division 7, § 20716(f)**
- (3) No degree shall appear on the same line on a ballot as a candidate’s name, either before or after the candidate’s name per Elections Code § 13106. Examples include, but are not limited to: Ph.D., M.A., B.A., B.S., and M.D. **§ 13106**
- (4) A Ballot Designation may not comprise or include commercial identification information, such as a trademark, service mark, trade name, or the specific name of a business, partnership, corporation, company, foundation, or organization. Examples of an improper use of commercial identification information include, but are not limited to: Acme Company President, Universal Widget Inventor, Director, Smith Foundation, UCLA Professor, and the like. **CA Admin Code, Title 2, Division 7, § 20716(d)**
- (5) Pursuant to Elections Code § 13107(a)(2), a Ballot Designation which would suggest an evaluation of the candidate’s qualifications, honesty, integrity, leadership abilities or character. Any laudatory or derogatory adjectives which would suggest an evaluation of the candidate’s qualifications shall not be permitted. Such impermissible adjectives include, but are not limited to: Senior, emeritus, specialist*, magnate, outstanding, leading, expert, virtuous, eminent, best, exalted, prominent, famous, respected, honored, honest, dishonest, corrupt, lazy, and the like. **CA Admin Code, Title 2, Division 7, § 20716(e)**
- *NOTE:** If the word “specialist” is part of a person’s job classification and proof is provided, the word “specialist” may be used in the Ballot Designation.
- (6) A Ballot Designation which uses a word or prefix to indicate a prior profession, vocation, occupation or elected, appointed, or judicial office previously held by the candidate. These include, but are not limited to: Ex-, former, past, and erstwhile. Examples of impermissible designations include: Former Congressman, Ex-Senator, and Former Educator. **CA Admin Code, Title 2, Division 7, § 20716(g)**
- (7) A Ballot Designation indicating that a candidate is a member of the **state or county central committee of a political party**, or an officer of a state or county central committee of a political party, **are improper, as such positions do not constitute elective county or state offices as specified in Elections Code § 13107(a)(1)**. A Member of the Central Committee may use as his/her ballot designation the word “Incumbent”, but may not use “Member of the Central Committee”. **CA Admin Code, Title 2, Division 7, § 20712(e)**
- (8) A Ballot Designation which uses the name of any political party, whether or not it has qualified for recognized ballot status. **§ 13107(b)(5)**

UNACCEPTABLE BALLOT DESIGNATIONS CONTINUED

- (9) A Ballot Designation which uses a word or words referring to a racial, religious or ethnic group or implies any ethnic or racial slurs or ethnically or racially derogatory language. **CA Admin Code, Title 2, Division 7, § 20716(j)(1)**
- (10) If the candidate is a member of the clergy, the candidate may not make reference to his/her specific denomination. However, the candidate may use his/her clerical title as a ballot designation (e.g. Rabbi, Pastor, Minister, Priest, Bishop, Deacon, Monk, Nun, Imam, etc. **CA Admin Code, Title 2, Division 7, § 20716(j)(2)**
- (11) Pursuant to Elections Code Section 13107(b)(7), the Secretary of State shall reject as unacceptable any proposed ballot designation which refers to any activity prohibited by law. Unlawful activity includes any activities, conduct, professions, vocations, or occupations prohibited by state or federal law. **CA Admin Code, Title 2, Division 7, § 20716(k)**

Neither the Secretary of State nor any other election official shall accept a designation of which any of the following would be true:

- (1) It would mislead the voter.
- (2) It would suggest an evaluation of a candidate, such as outstanding, leading, expert, virtuous, or eminent.
- (3) It abbreviates the word "retired" or places it following any word or words which it modifies.
- (4) It uses a word or prefix, such as "former" or "ex-," which means a prior status. The only exception is the use of word "retired."
- (5) It uses the name of any political party, whether or not it has qualified for the ballot.
- (6) It uses a word or words referring to a racial, religious, or ethnic group.
- (7) It refers to any activity prohibited by law. **§ 13107(a)(4)(b)**

BALLOT DESIGNATION WORKSHEET

Each candidate who submits a ballot designation **shall file a Ballot Designation Worksheet** that supports the use of that ballot designation by the candidate.

§ 13107.3, Admin. Code § 20711

The Ballot Designation Worksheet shall be filed with the Registrar of Voters at the same time that the candidate files his/her Declaration of Candidacy.

§ 13107.3, Admin. Code § 20711

The Ballot Designation Worksheet is public record and shall be available for inspection and copying. **Admin. Code § 20711**

If a candidate requests a change of his or her ballot designation pursuant to Elections Code § 13107(e), that request shall be accompanied by a new Ballot Designation Worksheet.

Admin. Code § 20711

IN THE EVENT THAT A CANDIDATE FAILS TO FILE A BALLOT DESIGNATION WORKSHEET, NO DESIGNATION SHALL APPEAR UNDER THE CANDIDATE'S NAME ON THE BALLOT. **§ 13107.3**

The purpose of the Ballot Designation Worksheet is for the candidate to give information to substantiate his/her Ballot Designation. **It must be completed in its entirety. Do not leave any response spaces blank.** The candidate signs this worksheet under penalty of perjury that the Ballot Designation and the provided back-up information are accurate. **It is not the responsibility of the Registrar of Voters' staff to investigate if the facts indicated by the candidate are valid.** The Ballot Designation Worksheet is used as back-up for his/her Ballot Designation in the event the Ballot Designation is challenged.

In the space provided on the Ballot Designation Worksheet, you must describe why you are entitled to use the proposed ballot designation. You may attach any documents or exhibits that you believe support your proposed ballot designation. If using the title of an elective office, attach a copy of your certificate of election or appointment. **DO NOT SUBMIT ORIGINALS.** These documents will not be returned to you.

If the proposed ballot designation includes the word "volunteer", indicate the title of your volunteer position and the name of any entity for which you volunteer along with a brief description of the type of volunteer work you do and the approximate amount of time involved. **NOTE:** You may only use the ballot designation "Community Volunteer" if you volunteer for a 501(c)(3) charitable, educational, or religious organization, a governmental agency, or an educational institution.

Remember: It is your responsibility to justify your proposed ballot designation and to provide all requested details.

The Registrar of Voters accepts the candidate's ballot designation and forwards to the Secretary of State for review. If the designation is found to be in violation of any of the restrictions set forth in this section, the Secretary of State shall notify the candidate by registered or certified mail return receipt requested, addressed to the mailing address appearing on the candidate's ballot designation worksheet. **§ 13107(f)**

The candidate shall, within three days from the date of receipt of the notice, excluding Saturdays, Sundays, and holidays, appear before the elections official or, in the case of the Secretary of State, notify the Secretary of State by telephone, and provide an alternate designation. **In the event the candidate fails to provide an alternate designation, no designation will appear after the candidate's name.** **§ 13107(f)(1)(2)**

In all cases, words so used shall be printed in 8-point roman uppercase and lowercase type except that, if the designation selected is so long that it would conflict with the space requirements of Elections Code sections 13207 and 13211, the elections official shall use a type size for the designation for each candidate for that office sufficiently smaller to meet these requirements.

Whenever a foreign language translation of a candidate's designation is required under the Voting Rights Act of 1965 (52 U.S.C. Sec. 10101), as amended, to appear on the ballot in addition to the English language version, it shall be as short as possible, as consistent as is practicable with this section, and shall employ abbreviations and initials wherever possible in order to avoid undue length.

CHALLENGING A BALLOT DESIGNATION

A person may challenge the Ballot Designation of a State Constitutional candidate in Sacramento County. A person may file a writ of mandate or injunction to require the Ballot Designation to be amended. Contact the Secretary of State for further information.

No Ballot Designation given by a candidate shall be changed by the candidate after the final date for filing nomination documents, **July 16, 2021, 5:00 p.m.**, except as specifically requested by the elections official or mandated by the court to change an unacceptable designation. **§ 13107(d)**

BALLOT ORDER OF CANDIDATES

The ballot order of a candidate depends upon the contest for which the person is a candidate. The ballot order for a specific contest will be determined by one of two methods: (1) A random draw conducted by the Secretary of State; or (2) A rotation determined pursuant to Elections Code § 13111.

The following September 14, 2021 California Gubernatorial Recall Election contests' ballot order will be determined by rotation: State Constitutional Officer.

RANDOMIZED ALPHABET:

The Secretary of State shall conduct a drawing of the letters of the alphabet, the result of which shall be known as a randomized alphabet. **§ 13112**

The procedure shall be as follows: Each letter of the alphabet shall be written on a separate slip of paper, each of which will be folded and inserted into a capsule. Each capsule shall be opaque and of uniform weight, color, size, shape, and texture. The capsules shall be placed in a container, which shall be shaken vigorously in order to mix them thoroughly. The container then shall be opened, and the capsules removed at random one at a time. As each is removed, it shall be opened and the letter on the slip of paper read aloud and written down. **§ 13112**

The resulting random order of letters constitutes the randomized alphabet, which is to be used in the same manner as the conventional alphabet in determining the order of all candidates in all elections. For example, if two candidates with the surnames Campbell and Carlson are running for the same office, their order on the ballot will depend on the order in which the letter M and R were drawn in the randomized alphabet drawing. The drawing shall be open to the public. A drawing will take place for each election date. **The date of the drawing for the California Gubernatorial Recall Election will be July 19, 2021, 11:00 a.m.** **§ 13112**

ROTATION:

For **offices to be voted on throughout the state**, the Secretary of State shall arrange the names of the candidates according to the randomized alphabet for the First Assembly District. Thereafter, for each succeeding Assembly District, the name appearing first in the last preceding Assembly District shall be placed last, the order of the other names remaining unchanged. **§ 13111(c)**

CANDIDATE'S STATEMENT OF QUALIFICATIONS

NOTE: State Constitutional Office candidates may purchase Candidates' Statements with the Secretary of State from **July 9, 2021 through July 16, 2021, 5:00 p.m.** Contact the Secretary of State's office for information.

WRITE-IN CANDIDATES

A person's name may only be written on the ballot as a write-in candidate for a voter-nominated office at the California Gubernatorial Recall Election. **§§ 8600, 8606**

A write-in candidate for a voter-nominated office from the Primary Election is eligible to have his or her name on the ballot in the General Election only if that candidate is one of the top-two vote getters at the Primary Election. **§§ 8142, 8605**

A person's name may be written on the ballot as a write-in candidate for nonpartisan offices at the California Gubernatorial Recall Election and the General Election. **§ 8600**

No fee or charge shall be required of a write-in candidate. **§ 8604**

Every person who desires to be a write-in candidate and have his/her name as written on the ballot of an election counted for a particular office shall file:

(a) A Statement of Write-in Candidacy that contains the following information:

- (1) Candidate's name;
- (2) Candidate's complete residence address, including street and number, if any;
- (3) A declaration stating that he/she is a write-in candidate;
- (4) The name of the office for which he/she is running;
- (5) For voter-nominated offices, the candidate's 10-year political party preference history; and
- (6) The date of the election. **§ 8600(a)**

(b) The requisite number of signatures on the Nomination Papers, if any, required pursuant to section 8062. **§ 8600(b)**

The Statement of Write-in Candidacy form and Nomination Papers shall be available from the Registrar of Voters' office on **July 19, 2021**. The Statement of Write-in Candidacy and Nomination Papers shall be delivered to the county elections official of the county in which the signers reside no later than the 14th day prior to the election, **August 31, 2021, 5:00 p.m.** **§ 8601**

The required number of signers to a write-in candidate's Nomination Paper for the office of Governor is: **Not less than 65 nor more than 100** **§ 8062**

Signers of Nomination Papers for write-in candidates shall be voters in the district or political subdivision in which the candidate is to be voted on. If the candidate is running for a voter-nominated office or nonpartisan office, the signers do not need to be affiliated with the party of the candidate. **§ 8603**

The write-in candidate may appoint persons to circulate the nomination papers. Circulators must be 18 years or older. **§§ 102, 8066**

**CAMPAIGN DISCLOSURE FILING SCHEDULE
(Government Code §§ 81000-91014)**

CALIFORNIA GUBERNATORIAL RECALL ELECTION

<u>TYPE OF STATEMENT</u>	<u>PERIOD COVERED</u>	<u>FILING DEADLINE</u>
1ST PRE-ELECTION	JANUARY 1, 2021 – JULY 31, 2021	AUGUST 5, 2021
2ND PRE-ELECTION	AUGUST 1, 2021 – AUGUST 28, 2021*	SEPTEMBER 2, 2021
LATE CONTRIBUTION	JUNE 16, 2021 – SEPTEMBER 14, 2021	WITHIN 24 HOURS OF RECEIPT OF \$1,000
SEMI-ANNUAL	AUGUST 29, 2021 – DECEMBER 31, 2021	JANUARY 31, 2022

The period covered by any statement begins on the day after the closing date of the last statement filed, or January 1 if no previous statement has been filed.

**FAILURE TO FILE OR LATE FILING OF CAMPAIGN DISCLOSURE STATEMENTS
COULD RESULT IN MONETARY FINES.**

***The second pre-election statements must be sent by personal or guaranteed overnight delivery. All other type of statements (first pre-election and semi-annual) may be sent by first class mail.**

Campaign statements that contain 30 pages or less may be faxed provided that the required original (a copy containing an original signature of the committee treasurer) and the required copies are sent by first-class mail or by guaranteed overnight delivery service within 24 hours of the filing deadline. See information in campaign reporting kit for more details.

For technical questions regarding completion of campaign disclosure forms, please contact:

Fair Political Practices Commission
1102 Q Street, Suite 3000
Sacramento, California 95811
1-866-275-3772; fppc.ca.gov

CAMPAIGN DISCLOSURE FILING REQUIREMENTS

For detailed information on Campaign Disclosure Statements, see Campaign Disclosure Manual 1 for State Office Candidates. The manual is prepared by the Fair Political Practices Commission.

Any individual who intends to be a candidate for an elective state office shall file with the Secretary of State's Political Reform Division a Candidate Intention Statement (Form 501) for the specific state office sought. A separate Form 501 must be filed for each election, including re-election to the same office. This statement shall be signed under penalty of perjury and filed prior to the solicitation or receipt of any contribution or loan, including expenditures made from personal funds used for campaign purposes. **Gov't. Code § 85200**

If you plan on spending two thousand dollars (\$2,000) or more in a calendar year, you will receive a campaign reporting kit when you file for office. The kit contains all the necessary forms and instructions for filing your required campaign disclosure statements. A Statement of Organization-Recipient Committee (Form 410) shall be filed with the Secretary of State's Political Reform Division within 10 days of qualifying as a committee by receiving contributions totaling \$2,000 or more in a calendar year. **Gov't. Code §§ 82013(a), 84101**

If you plan on spending less than two thousand dollars (\$2,000) in a calendar year, you will receive a form 470 (short form) when you file for office. Every candidate or officeholder who has filed a short form and who thereafter receives contributions or makes expenditures totaling two thousand dollars (\$2,000) or more in a calendar year, shall send written notification to the Secretary of State, the local filing officer, and each candidate contending for the same office within 48 hours of receiving or expending a total of two thousand dollars (\$2,000). The written notification shall revoke the previously filed short form statement. For additional filing obligations, refer to Manual 1 for State office candidates.

Gov't. Code § 84206

If you have questions concerning campaign disclosure reporting, call (714) 567-7558. For assistance or additional filing forms contact the Fair Political Practices Commission at its website: fppc.ca.gov or call its toll-free number: (866) 275-3772.

ELECTRONIC FILING

An electronic filing system is now available for you to file your Campaign Disclosure Statements. The system is a web-based data entry filing system. It allows candidates and campaign committees to submit disclosure reports as mandated by the California Political Reform Act. **This system is available free of charge.**

State Committees: State committees that make contributions of \$25,000 or more must electronically file with the Secretary of State. State committees that must file the Form 497 (24-hour Contribution Report) must file this form electronically even if the \$25,000 threshold has not yet been met. For more information, contact the Secretary of State's office at (916) 653-6224.

Other Candidates: While the County ordinance only requires the offices mentioned above to file electronically, the system is available to anyone required to file campaign finance disclosure documents with the Registrar of Voters' office. If you wish to electronically file

your campaign finance disclosure documents, let the Registrar of Voters' office know of your desire to do so by calling (714) 567-7558. You will receive your username and password.

Netfile Requirements: The NetFile Campaign Admin System is a web-based service allowing anyone with internet access to use the system.

System Requirements: Because the system is web-based, any computer with Internet access will work. **Software Requirements:** You will need the following software to use the NetFile Campaign Admin System. The latest version of any of the following web browsers: Microsoft Internet Explorer, Mozilla Firefox, Apple Safari, Google Chrome, and Opera.

At the time an individual is issued his/her Declaration of Candidacy, Nomination Papers, or any other paper evidencing an intention to be a candidate for public office, the elections official shall give the individual a blank form of the Code of Fair Campaign Practices and a copy of the provisions of Chapter 5 of Division 20 of the Elections Code. The elections official shall inform each candidate for public office that **subscription to the code is voluntary.** **§ 20440**

In the case of a committee making an independent expenditure as defined in section 82031 of the Government Code, the Secretary of State shall provide a blank form and a copy of the provisions of Chapter 5 of Division 20 of the Elections Code to the individual filing, in accordance with Title 9, (commencing with section 81000) of the Government Code, an initial campaign statement on behalf of the committee. **§ 20440**

The Registrar of Voters shall accept at all times prior to the election, all completed forms that are properly subscribed to by a candidate for public office and shall retain them for public inspection until 30 days after the election. **§ 20442**

Every code subscribed to by a candidate for public office pursuant to Chapter 6 of Division 20 of the Elections Code is a public record open for public inspection. **§ 20443**

WHERE TO FILE CAMPAIGN DISCLOSURE STATEMENTS

The Political Reform Act sets out specific filing requirements and locations for candidates running for state and local office. The information below provides a guide to candidates on where to file campaign statements, how to handle multiple jurisdictions and cross-filing, and information for candidates with multiple state committees.

This chart summarizes only the most common filing requirements for Form 460 (Recipient Committee Campaign Statement). Certain campaign activity may trigger additional reporting requirements.

Candidate/Officeholder	Where to File	What to File
State Offices Statewide offices	Electronic Filers Secretary of State	Electronically <i>and</i> paper original
	Non-Electronic Filers Secretary of State County of domicile	Original <i>and</i> one copy One paper copy

CODE OF FAIR CAMPAIGN PRACTICES

At the time an individual is issued his/her Declaration of Candidacy, Nomination Papers, or any other paper evidencing an intention to be a candidate for public office, the elections official shall give the individual a blank form of the Code of Fair Campaign Practices and a copy of the provisions of Chapter 5 of Division 20 of the Elections Code. The elections official shall inform each candidate for public office that **subscription to the code is voluntary.** **§ 20440**

In the case of a committee making an independent expenditure as defined in section 82031 of the Government Code, the Secretary of State shall provide a blank form and a copy of the provisions of Chapter 5 of Division 20 of the Elections Code to the individual filing, in accordance with Title 9, (commencing with section 81000) of the Government Code, an initial campaign statement on behalf of the committee. **§ 20440**

The Registrar of Voters shall accept at all times prior to the election, all completed forms that are properly subscribed to by a candidate for public office and shall retain them for public inspection until 30 days after the election. **§ 20442**

Every code subscribed to by a candidate for public office pursuant to Chapter 6 of Division 20 of the Elections Code is a public record open for public inspection. **§ 20443**

In no event shall a candidate for public office be required to subscribe to or endorse the code. **§ 20444**

STATEMENT OF ECONOMIC INTERESTS - FORM 700

Candidates for State Constitutional Offices must file a Statement of Economic Interests (Form 700) before or at the same time as the filing of his/her Declaration of Candidacy or no later than July 16, 2021.

Gov't Code §§ 87200, 87201, 87500

The following candidates are required to file a Statement of Economic Interests (Form 700) during the period for filing a Declaration of Candidacy. This article is applicable to elected state officers, Judges and Commissioners of courts of the Judicial Branch of government, Members of the Public Utilities Commission, Members of the State Energy Resources Conservation and Development Commission, Members of the Fair Political Practices Commission, Members of the California Coastal Commission, Members of planning commissions, Members of the High-Speed Rail Authority, Members of the Board of Supervisors, District Attorneys, County Counsels, County Treasurers and Chief administrative Officers of counties, Mayors, City Managers, City Attorneys, City Treasurers, and Chief Administrative Officers and Members of City Councils of cities, other public officials who manage public investments, and to candidates for any of these offices at any election.

Gov't. Code § 87200

Every candidate for an office specified in Government Code section 87200 other than a Justice of an Appellate Court or the Supreme Court shall file no later than the final filing date of a Declaration of Candidacy, a Statement of Economic Interests (Form 700) with the county elections official, disclosing his/her investments, his/her interests in real property, and any income received during the immediately preceding 12 months pursuant to the requirements of the Political Reform Act of 1974, as amended.

The statement shall not be required if the candidate has filed, within 60 days prior to the filing of his/her Declaration of Candidacy, a statement for the same jurisdiction pursuant to Government Code sections 87202 or 87203.

Gov't. Code § 87201

FILING DATE

Statement of Economic Interests (Form 700) is to be completed and returned to the Registrar of Voters' office **prior to the deadline to file a Declaration of Candidacy**. Each candidate will receive a Statement of Economic Interests form and instructions when issued the Declaration of Candidacy. Any questions regarding your Form 700, contact the following:

Orange County Registrar of Voters
1300 South Grand Avenue, Building C
Santa Ana, CA 92705
P.O. Box 11298
(714) 567-7558

For technical questions regarding completion of the Form 700, please contact:

Fair Political Practices Commission
1102 Q Street, Suite 3000
Sacramento, California 95811
1-866-275-3772

POLITICAL ADVERTISEMENT REQUIREMENTS

Any paid political advertisement which refers to an election or to any candidate for state or local elective office and that is contained in or distributed with a newspaper, shall bear on each surface or page thereof, in type or lettering at least half as large as the type or lettering of the advertisement or in 10-point roman type, whichever is larger, the words "Paid Political Advertisement". The words shall be set apart from any other printed matter.

As used in this section "paid political advertisement" shall mean and shall be limited to, published statements paid for by advertisers for purposes of supporting or defeating any person who has filed for an elective state or local office. **§ 20008**

SIMULATED BALLOT REQUIREMENTS

Every simulated ballot or simulated county voter information guide shall bear on each surface or page thereof, in type or lettering at least half as large as the type of lettering of the statement or words or in 10-point roman type, whichever is larger, in a printed or drawn box and set apart from any other printed matter, the following statement:

NOTICE TO VOTERS (Required by law)

This is not an official ballot or an official county voter information guide prepared by the county elections official or the Secretary of State.

This is an unofficial, marked ballot prepared by _____ (insert name and address of the person or organization responsible for preparation thereof).

Nothing in this section shall be construed to require this notice in any editorial or other statement appearing in a regularly published newspaper or magazine other than a paid political advertisement.

No simulated ballot or simulated county voter information guide shall bear any official seal or the insignia of any public entity, nor shall that seal or insignia appear upon the envelope in which it is mailed or otherwise delivered.

The Superior Court, in any case brought before it by any registered voter, may issue a temporary or permanent restraining order or injunction against the publication, printing, circulation, posting, or distribution of any matter in violation of this section, and all cases of this nature shall be in a preferred position for purposes of trial and appeal, so as to assure the speedy disposition of cases of this nature. **§ 20009**

DEPARTMENT OF TRANSPORTATION
DIVISION OF TRAFFIC OPERATIONS
OUTDOOR ADVERTISING PROGRAM



Dear Candidate or Committee Member:

As a candidate or campaign worker for either office or a ballot measure, this reminder about State law governing campaign signs should be helpful to you.

Section 5405.3 of the State Outdoor Advertising Act exempts the placing of Temporary Political Signs from normal outdoor advertising display requirements.

A Temporary Political Sign meets the following criteria:

- A. Encourages a particular vote in a scheduled election.
- B. Is placed no sooner than 90 days prior to the scheduled election and is removed within 10 days after that election.
- C. Is no larger than 32 square feet.
- D. Has had a Statement of Responsibility filed with the Department certifying a person who will be responsible for removing the sign (Attached).

A completed Statement of Responsibility must be submitted to:

Division of Traffic Operations
Outdoor Advertising Program
P.O. Box 942874, MS-36
Sacramento, CA 94274-0001

Temporary Political Signs shall not be placed within the right-of-way of any highway, or be visible within 660 feet from the edge of the right-of-way of a classified "Landscaped freeway".

State law directs the Department of Transportation to remove unauthorized Temporary Political Signs and bill the responsible party for their removal. We are calling these provisions to your attention to avoid possible embarrassment or inconvenience to you and your supporters. Please share this information with those assisting in your campaign.

Should you have any questions, comments or need additional information, please call (916) 654-6473.

Enclosure

DEPARTMENT OF TRANSPORTATION
DIVISION OF TRAFFIC OPERATIONS
OUTDOOR ADVERTISING PROGRAM



**STATEMENT OF RESPONSIBILITY FOR TEMPORARY
POLITICAL SIGNS**

Election Date: _____ June _____ November Other: _____

Candidate's Name: _____

Office sought or Proposition Number: _____

County where sign(s) will be placed: _____

Number of signs to be placed: _____

RESPONSIBLE PARTY:

Name: _____

Address: _____

Phone Number (Include Area Code) _____

The undersigned hereby accepts responsibility for the removal of Temporary Political Signs placed pursuant to Section 5405.3 of the Outdoor Advertising Act for the above candidate or proposition.

It is understood and agreed that any Temporary Political Signs placed sooner than ninety (90) days prior to the election and/or not removed within ten (10) days after the election, may be removed by the Department and the responsible party will be billed for any associated removal costs.

SIGNATURE OF RESPONSIBLE PARTY

DATE

Mail Statement of Responsibility to:

Division of Traffic Operations
Outdoor Advertising Program
P.O. Box 942874, MS-36
Sacramento, CA 94274-0001

POLL WATCHING GUIDELINES

The election process is a public event and anyone who wishes may observe. However, the vote of the individual citizen is secret, and no one may interfere with a voter's right to cast a secret ballot. Members of the precinct boards are sworn election officials of the County of Orange and have complete responsibility for conducting all phases of the election in their precinct. Certain standards are expected of observers:

- Any person who in any manner interferes with the officers holding an election or conducting a canvass, or with the voters lawfully exercising their rights of voting at an election, as to prevent the election or canvass from being fairly held and lawfully conducted, is punishable by imprisonment in the state prison for 16 months or two or three years. **§ 18502**
- The election must be orderly. Do not talk in a loud voice, cause confusion, or congregate inside the polls. Do not ask to use the telephone or other facilities.
- Only voters engaged in receiving, preparing, or depositing their ballots and persons authorized by the precinct board to keep order and enforce the law may be permitted to be within the voting booth area before the closing of the polls. **§ 14221**
- (a) Only members of the precinct board, and persons while signing their names on the roster, shall be permitted, during the hours within which voting is in progress, to sit at the desk or table used by the precinct board.

(b) Any person may inspect the roster while voting is in progress and while votes are being counted. However, this shall not be done at a time or in a manner which will impede, interfere, or interrupt the normal process of voting. **§ 14223**
- No person on Election Day, or at any time that a voter may be casting a ballot, shall, within 100 feet of a polling place or an elections official's office:
 - (a) Circulate an initiative, referendum, recall, or nomination petition or any other petition.
 - (b) Solicit a vote or speak to a voter on the subject of marking his or her ballot.
 - (c) Place a sign relating to voters' qualifications or speak to a voter on the subject of his or her qualifications except as provided in Section 14240.
 - (d) Do any electioneering.

As used in this section, **“100 feet of a polling place or an elections official's office” means a distance 100 feet from the room or rooms in which voters are signing the roster and casting ballots.**

Any person who violates any of the provisions of this section is guilty of a misdemeanor. **§ 18370**

- (a) Any person in possession of a firearm or any uniformed peace officer, private guard, or security personnel or any person who is wearing a uniform of a peace officer, guard, or security personnel, who is stationed in the immediate vicinity of, or posted at, a polling place without written authorization of the appropriate city or county elections official is punishable by a fine not exceeding ten thousand dollars (\$10,000), by imprisonment in the state prison for 16 months or two or three years or in a county jail not exceeding one year, or by both the fine and imprisonment.

(b) This section shall not apply to any of the following:

- (1) An unarmed uniformed guard or security personnel who is at the polling place to cast his or her vote.
- (2) A peace officer who is conducting official business in the course of his or her public employment or who is at the polling place to cast his or her vote.
- (3) A private guard or security personnel hired or arranged for by a city or county elections official.
- (4) A private guard or security personnel hired or arranged for by the owner or manager of the facility or property in which the polling place is located if the guard or security personnel is not hired or arranged solely for the day on which an election is held.

§ 18544

- The Precinct Board will attempt to respond to any reasonable, lawful requests from observers. The Registrar of Voters' office has instructed Precinct Officers to ask unruly poll watchers to leave, and to ask for assistance from the local law enforcement agency, if necessary.

ELECTION NIGHT RESULTS: Orange County uses a central location for tallying votes, in the Registrar of Voters' Tally Center, 1300 S. Grand Ave., Building C, Santa Ana. The vote counting procedure is open to the public. Unofficial results are available throughout Election Night, beginning at approximately 8:05 p.m. and continuing until all precinct ballots have been tallied. Results may also be obtained by calling the Registrar of Voters' office at (714) 567-7600 or by visiting our website at ocvote.com.

PENAL PROVISIONS

- (a) The Legislature finds and declares that the voters of California are entitled to accurate representations in materials that are directed to them in efforts to influence how they vote.
- (b) No person shall publish or cause to be published, with intent to deceive, any campaign advertisement containing a signature that the person knows to be unauthorized.
- (c) For purposes of this section, "campaign advertisement" means any communication directed to voters by means of a mass mailing as defined in Section 82041.5 of the Government Code, a paid television, radio, or newspaper advertisement, an outdoor advertisement, or any other printed matter, if the expenditures for that communication are required to be reported by Chapter 4 (commencing with Section 84100) of Title 9 of the Gov't Code.
- (d) For purposes of this section, an authorization to use a signature shall be oral or written.
- (e) Nothing in this section shall be construed to prohibit a person from publishing or causing to be published a reproduction of all or part of a document containing an actual or authorized signature, provided that the signature so reproduced shall not, with the intent to deceive, be incorporated into another document in a manner that falsely suggests that the person whose signature is reproduced has signed the other document.
- (f) Any knowing or willful violation of this section is a public offense punishable by imprisonment in the state prison or in a county jail, or by a fine not to exceed fifty thousand dollars (\$50,000), or by both that fine and imprisonment.
- (g) As used in this section, "signature" means either of the following:
 - (1) A handwritten or mechanical signature, or a copy thereof.
 - (2) Any representation of a person's name, including, but not limited to, a printed or typewritten representation, that serves the same purpose as a handwritten or mechanical signature.

Penal Code § 115.1

Every person who subscribes to any nomination petition a fictitious name, or who intentionally subscribes thereto the name of another, or who causes another to subscribe such a name to such a petition, is guilty of a felony and is punishable by imprisonment in the state prison for sixteen months or two or three years. **§ 18200**

Any person who falsely makes or fraudulently defaces or destroys all or any part of a Nomination Paper, is punishable by a fine not exceeding one thousand dollars (\$1,000) or by imprisonment in the state prison for sixteen months or two or three years or by both such fine and imprisonment. **§ 18201**

Every person acting on behalf of a candidate is guilty of a misdemeanor who deliberately fails to file at the proper time and in the proper place any Nomination Paper or Declaration of Candidacy in his/her possession, entitled to be filed under the provisions of this code. **§ 18202**

Any person who files or submits for filing a Nomination Paper or Declaration of Candidacy knowing that it or any part of it has been made falsely is punishable by a fine not exceeding one thousand dollars (\$1,000) or by imprisonment in the state prison for sixteen months or two or three years or by both such fine and imprisonment. **§ 18203**

Any person who willfully suppresses all or any part of a Nomination Paper or Declaration of Candidacy either before or after filing is punishable by a fine not exceeding one thousand dollars (\$1,000) or by imprisonment in the state prison for sixteen months or two or three years or by both such fine and imprisonment. **§ 18204**

A person shall not directly or through any other person advance, pay, solicit, or receive or cause to be advanced, paid, solicited, or received any money or other valuable consideration to or for the use of any person in order to induce a person not to become or to withdraw as a candidate for public office. Violation of this section shall be punishable by imprisonment in the state prison for sixteen months or two or three years. **§ 18205**

Any candidate in an election or incumbent in a recall election who knowingly makes a false statement of a material fact in a Candidate's Statement of Qualifications, prepared pursuant to sections 11327 or 13307, with the intent to mislead the voters in connection with his/her campaign for nomination or election to a nonpartisan office is punishable by a fine not to exceed one thousand dollars (\$1,000). **§ 18351**

No person, on Election Day or at any time that a voter may be casting a ballot, shall, within 100 feet of a polling place or an elections official's office:

- (a) Circulate an initiative, referendum, recall, or nomination petition or any other petition;
- (b) Solicit a vote or speak to a voter on the subject of marking his/her ballot;
- (c) Place a sign relating to voters' qualifications or speak to a voter on the subject of his/her qualifications except as provided in section 14240; and
- (d) Do any electioneering.

As used in this section "100 feet of a polling place or an elections official's office" means a distance of 100 feet from the room or rooms in which voters are signing the roster and casting ballots.

Any person who violates any of the provisions of this section is guilty of a misdemeanor. **§ 18370**

(a) No candidate or representative of a candidate, and no proponent, opponent, or representative of a proponent or opponent, of an initiative, referendum, or recall measure, or of a charter amendment, shall solicit the vote of a vote-by-mail voter, or do any electioneering, while in the residence or in the immediate presence of the voter, and during the time he/she knows the vote-by-mail voter is voting.

(b) Any person who knowingly violates this section is guilty of a misdemeanor.

(c) This section shall not be construed to conflict with any provisions of the federal Voting Rights Act of 1965, as amended, nor to preclude electioneering by mail or telephone or in public places, except as prohibited by section 18370, or by any other provision of law. **§ 18371**

No one who holds, or who is seeking election or appointment to, any office shall, directly or indirectly, offer or arrange for any increase in compensation or salary for an employee of a state or local agency in exchange for, or a promise of, a contribution or loan to any committee controlled directly or indirectly by the person who holds, or who is seeking election or appointment to, an office. A violation of this section is punishable by imprisonment in a county jail for a period not exceeding one year, a fine not exceeding five thousand dollars (\$5,000), or by both that imprisonment and fine. **Gov't. Code § 3205.5**

SERVICES TO CANDIDATES

MAPS

A set of precinct maps is located on our public counter. If you wish to purchase these maps, call our Map Unit at (714) 567-7610.

REGISTRATION FORMS

For candidates and committees wishing to conduct registration drives to register voters, registration forms are available at the Registrar of Voters' office from the Voter Registration Specialist. You may obtain the quantity of registration forms you deem necessary, upon availability. You will be asked to complete a Statement of Distribution form at the time the forms are issued to you. For further information, please call (714) 567-7569.

COMPUTER PRODUCTS

Registered Voter File: Candidates may purchase the registered voter file on CD-ROM. The file is in alphabetical sequence and can be ordered with the names of all voters in Orange County or just the voters in a particular city or district. Call (714) 834-7116 for more information or go to ocvote.com to make a purchase online. Click on "Data & Research" at the top of the page and click on "Purchase Voter Data". The Registrar of Voters' office does not provide technical support.

INDICES (WALKING LISTS): All candidates are entitled to purchase indexes. These are printed lists of registered voters by precinct, listed by address with the street names arranged alphabetically and street numbers in numerical order for a given street name.

Each candidate may purchase up to two copies (sets) of indexes for his/her own use or the use of his/her committee. These may be a complete set, including all precincts within the district in which the candidate is running, or a partial set, including some of the precincts in the district. Indexes sell for 50 cents per thousand names or portion thereof. Indexes may be ordered by filling out the proper form at the Registrar of Voters' office or by writing a letter to the Registrar of Voters' office requesting indexes for a certain district. The cost of the product is payable in advance at the time the product is requested. For further information, please call (714) 834-7116.

The candidate must fill out a written request form containing a signed declaration that the data purchased will be used only for election purposes.

Products are usually available within 3-4 days of placing the order (depending on job scheduling). For further information, please call (714) 834-7116.

IMPORTANT TELEPHONE NUMBERS/WEBSITES

ORANGE COUNTY REGISTRAR OF VOTERS

GENERAL INFORMATION	(714) 567-7600
FAX	(714) 567-7556
WEBSITE	ocvote.com
VOTE-BY-MAIL VOTER DIVISION (Vote-by-Mail Ballot Applications, Information)	(714) 567-7560
CAMPAIGN DISCLOSURE DIVISION (Financial Disclosure Statements, Information)	(714) 567-7558
CAMPAIGN MATERIALS DIVISION (Maps, Precinct Information) (Voter List, Street Index, Information on CD)	(714) 567-7610 (714) 834-7116
CANDIDATE FILING DIVISION (Filing Requirements for Office)	(714) 567-7600
VOTER REGISTRATION DIVISION (Voter Registration Forms, Information)	(714) 567-7569

OFFICE OF THE SECRETARY OF STATE

ELECTIONS DIVISION	(916) 657-2166
FAX	(916) 653-3214
(General Information, Filing for State/Federal Offices)	
WEBSITE	sos.ca.gov
POLITICAL REFORM DIVISION (Mon - Fri, 8-5) (Committee ID Number, Termination)	(916) 653-6224

FAIR POLITICAL PRACTICES COMMISSION

ADVICE (Mon -Thurs, 9 – 11:30)	(866) 275-3772
FAX	(916) 322-0886
WEBSITE	fppc.ca.gov
ENFORCEMENT DIVISION EMAIL (File Complaint under Political Reform Act)	complaint@fppc.ca.gov (916) 322-5660

STATE FRANCHISE TAX BOARD (Mon - Fri, 7-5)

AUTOMATED INFORMATION (Committee Tax Status, Tax Deductible Contributions Charitable Non-Profit Groups, General Information)	(800) 852-5711 (800) 338-0505
WEBSITE	ftb.ca.gov
CA RELAY SERVICE -- TDD	(800) 822-6268

FEDERAL ELECTION COMMISSION

(Federal Campaign Finance Law)	(800) 424-9530
WEBSITE	fec.gov