

Candidate's Handbook

for the November 6, 2012
General Election



Orange County
Registrar of Voters
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Visit ocvote.com/candidates for additional candidate filing information.

THE 2012 CANDIDATE'S HANDBOOK FOR THE GENERAL 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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IMPORTANT CHANGES

Since Candidate Filing was held in November of 2010, three significant changes have occurred, impacting the Candidate Filing process:

1. Online Candidate Filing;
2. Proposition 14, the Top Two Candidates Open Primary Act, passed by the voters in June of 2010; and
3. The redistricting of congressional, state legislative, supervisorial districts, school districts and special districts.

We urge you to read the following information provided on each of these changes before starting the Candidate Filing process.

ONLINE CANDIDATE FILING

A new custom online Candidate Filing feature on the Registrar of Voters' website is available at ocvote.com. Hover over "Voting" and then select "Online Candidate Filing" in the drop-down menu under "Candidate Info". This portal allows candidates to start the Candidate Filing process, download many of the required documents, and return some of the documents to the Registrar of Voters' office.

This new service will benefit you, the candidate. **Candidate Filing cannot be totally completed online due to State law**, but it should make your filing process simpler and easier to understand. Benefits to the candidate include:

- The Candidate's Statement of Qualifications Deposit may be paid online by credit card.
- Draft Candidates' Statements of Qualifications may be electronically submitted, allowing Registrar of Voters' staff to format the statements prior to the candidates coming to the office to sign the final documents. Formatting statements is time consuming; by submitting their statements online, candidates will reduce their time spent at the Registrar of Voters' office.
- Download and complete the Ballot Designation Worksheet, Code of Fair Campaign Practices, and Campaign Finance Forms prior to filing them at the Registrar of Voters' office.

REDISTRICTING

Redistricting is the process of adjusting the lines of voting districts in accordance with population shifts. This means redrawing congressional, state legislative, supervisorial, county board of education, school district, and special district lines every ten years following the decennial census.

The General Election contests will use these new district lines. To determine in which districts you reside, you may review new district maps at ocvote.com. Hover over "Voting" and then under "Voter Lookup" in the drop-down menu, provide the requested information. This will take you to a screen with all your information, including a link to advise you about your districts.



IMPORTANT CHANGES
(continued)

PROPOSITION 14:
The Top Two Candidates Open Primary Act
Passed by the Voters in June of 2010

This proposition provides for a “voter-nominated Primary Election” for each state elective office and congressional office in California. A voter may vote at the Primary Election for any candidate for congressional or state elective office without regard to the political party preference (formerly known as “party affiliation”) disclosed by either the candidate or the voter.

The top two candidates receiving the two highest vote totals for each office at a Primary Election, regardless of party preference, would then compete for the office at the ensuing General Election.

Voter-Nominated Offices

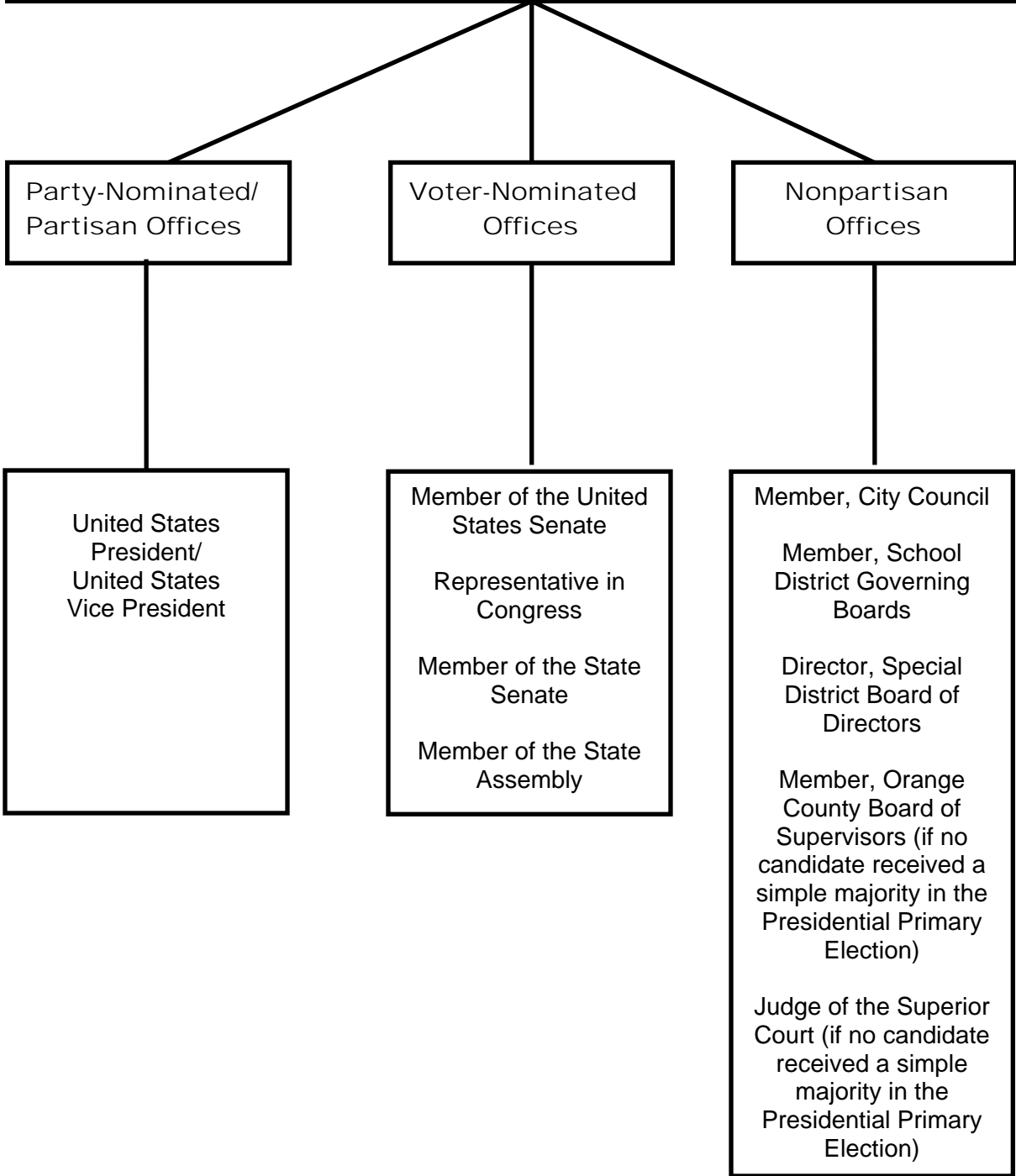
For the November 6, 2012 General Election, voter-nominated offices are: Member of United States Senate, Representative in Congress, Member of the State Senate, and Member of the State Assembly.

A candidate for nomination or election to a voter-nominated office at the Primary or General Election must designate his or her party preference, or lack of party preference, and have that designation reflected on the Primary and General Elections’ ballots. **But, the party designation so indicated is selected solely by the candidate and is shown for the information of the voter only.** 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. The parties may have a list of candidates for voter-nominated offices, who have received the official endorsement of the party, printed in the Sample Ballot Pamphlet.



IMPORTANT CHANGES
(Continued)

November 6, 2012 GENERAL ELECTION
CONTESTS ON BALLOT





IMPORTANT CHANGES
(Continued)

FREQUENTLY ASKED QUESTIONS AND ANSWERS

How does Proposition 14 affect the November 6, 2012 General Election?

- Proposition 14 provides for a “voter-nominated Primary Election” for each state elective office and congressional office in California, in which a voter may vote for any candidate for these offices without regard to the political party preference (formerly known as “party affiliation”) disclosed by either the candidate or the voter.
- The top two candidates receiving the two highest vote totals for each “voter-nominated” office at a Primary Election, regardless of party preference, would then compete for the office at the ensuing General Election.

Can more than one candidate for a “voter-nominated” office with the same party preference participate in the General Election?

- Yes, the top two candidates receiving the two highest vote totals for each “voter-nominated” office in the Primary Election will then compete for office at the ensuing General Election, regardless of party.

What are the “voter-nominated” offices for the November 6, 2012 General Election?

- “Voter-nominated” offices for the November 6, 2012 General Election are:

Member of the United States Senate
Representative in Congress
Member of the State Senate
Member of the State Assembly

Is a candidate whose name will appear on the General Election ballot considered the official nominee of any political party for that “voter-nominated” office?

- No, a candidate for a “voter-nominated” office shall not be deemed to be the official nominee of any political party for that office.
- A candidate for a “voter-nominated” office must have his/her party preference or lack of party preference listed on the ballot. However, this is shown for the information of the voter only.
- In addition, no party is entitled to have a candidate with its party preference designation participate in a General Election unless such candidate is one of the



IMPORTANT CHANGES **(Continued)**

two candidates receiving the highest or second-highest number of votes cast at the Primary Election.

Can a candidate for a voter-nominated office change his/her party preference listed on the General Election ballot from that which was listed on the Primary Election ballot?

- No. The selection made by the candidate for a voter-nominated office shall appear on the Primary and General Election ballots in conjunction with his/her name, and shall not be changed between the Primary and General Elections.

Can the voter obtain information on the party preferences of candidates for “voter-nominated” offices?

- A candidate for “voter-nominated” office **must** have his or her political party preference, or lack of party preference, indicated upon the ballot for that office.
- A candidate for “voter-nominated” office **must** provide his/her party preference history for the preceding 10 years when he/she files his/her Declaration of Candidacy. Voters may obtain this party preference history on the Secretary of State’s and Registrar of Voters’ websites.

Will a voter be allowed to cast a vote for a qualified “write-in” candidate for a “voter-nominated” contest in the November 6, 2012 General Election?

- A voter **may not** write-in a person’s name for a voter-nominated office at the **General Election**.

GENERAL ELECTION CALENDAR – NOVEMBER 6, 2012

All section references are to the Elections Code unless stated otherwise. “Gov’t” references the California Government Code. “Ed.” references the California Education Code.

April 27, 2012
through
August 10, 2012
(E-193 – 88)

June 11, 2012
(E-148)

June 29, 2012
(E-130)

July 4, 2012*
(E-125)

July 4, 2012*
(E-125)

July 6, 2012
(E-123)

INDEPENDENT PRESIDENTIAL ELECTOR CANDIDATES – NOMINATION PAPERS:

Period in which independent Presidential Elector candidates shall circulate nomination papers to obtain signatures and submit them to the county elections official for examination. **§ 8403(a)(2)**

GOVERNOR’S PROCLAMATION: By this date, the Governor shall issue a proclamation calling the General Election and shall state the time of the election and the offices to be filled. **§ 12000**

CONSOLIDATION OF ELECTIONS – SCHOOLS – NOTICE:

Last day for the County Superintendent of Schools to notify governing boards in writing that a consolidated election is required to be held. Applies when there are two or more school districts of any type in the same area. **Ed. §§ 5323, 5340**

BOUNDARY MAP: Last day for secretary of special district to file with the Registrar of Voters a map showing the boundaries of the district and the divisions, if any, and a statement indicating in which divisions a director is to be elected and whether the directors will be elected at large or by division. **§ 10522**

NOTICE OF ELECTIVE OFFICES: District Secretary’s transmittal form must be filed with the Registrar of Voters by this date. The notice shall bear the secretary’s signature and the district seal and must contain:

- (a) The elective offices of the district to be filled at the next general district election.
- (b) Whether the district or the candidate is to pay for the publication of a Candidate’s Statement of Qualifications pursuant to Elections Code Section 13307. **§ 10509**

SPECIFICATIONS OF ELECTION ORDER: At least 123 days before the election, the governing board of the school district shall, by resolution delivered to the County Superintendent of Schools and the Registrar of Voters, indicating: (a) The date of the election; (b) The purpose of the election. **Ed. §§ 5320, 5322**

*If date falls on a Sunday or holiday, use next business day.

July 9, 2012
(E-120)

July 9, 2012
through
August 8, 2012
(E-120 – 90)

July 9, 2012
through
August 8, 2012
(E-120 -- 90)

July 16, 2012
through
August 10, 2012
(E-113 -- 88)

July 16, 2012
through
August 10, 2012
(E-113 -- 88)

DELIVER NOTICE OF ELECTION TO THE REGISTRAR OF

VOTERS: At least 120 days prior to the date of the election, the County Superintendent of Schools shall deliver to the Registrar of Voters, copies of the Order of Election and the formal Notice of Election. **Ed. §§ 5324, 5325, 5361**

NOTICE OF ELECTION: The Registrar of Voters must publish once in a newspaper of general circulation the Notice of Election. The notice shall contain the date of the election; the offices for which candidates may be nominated; the qualifications for each office; when and where Nomination Papers may be obtained; and that appointment to each elective office will be made as prescribed by Elections Code Section 10515 in the event there are no nominees or an insufficient number of nominees for such office and a petition for an election is not filed within the time period prescribed by Elections Code Section 10515.

The Registrar of Voters shall deliver a copy of the published notice to each school and special district secretary, who shall post it. **§§ 12112, 12113, Ed. §§ 5361, 5363**

GENERAL PRESS RELEASE: Between these dates, the Registrar of Voters shall issue a general press release which shall set forth the district elective offices to be filled and a telephone number that voters may use to obtain information. **§ 12112**

NOMINATION PERIOD: Declaration of Candidacy forms for all school and special district offices may be obtained from and must be filed with the Registrar of Voters' office from **July 16, 2012 through August 10, 2012, 5:00 p.m.** **§§ 10510, 10603**

EXCEPTION: If an incumbent who is eligible for reelection fails to file a Declaration of Candidacy by **August 10, 2012**, the filing period is extended to **August 15, 2012** for all qualified persons other than the incumbent. **§§ 10516, 10604**

SCHOOL AND SPECIAL DISTRICT CANDIDATES'

STATEMENTS OF QUALIFICATIONS: Each candidate may prepare a statement on a form provided by the Registrar of Voters. The statement may contain no more than 200 words, unless the governing body of the local agency has authorized the statement to contain 400 words. The statement must be filed at the same

time the Declaration of Candidacy is filed. **The statement may be withdrawn, but not changed, during the nomination period and until 5:00 p.m. of the next working day after the close of the nomination period.** § 13307

If the nomination period is extended because an incumbent eligible for reelection failed to file a Declaration of Candidacy, candidates filing during the extended filing period may file a Candidate's Statement. The next working day after the close of the extended filing period for the office is the last day that a Candidate's Statement may be withdrawn. **A Candidate's Statement may not be changed.** §§ 10516, 10604, 13307(a)(3)

CANDIDATE'S STATEMENT OF QUALIFICATIONS MAY MAKE NO REFERENCE TO ANOTHER CANDIDATE: In addition to the restrictions set forth in Section 13307, any Candidate's Statement submitted pursuant to Section 13307 shall be limited to a recitation of the candidate's own personal background and qualifications, and **shall not in any way make reference to other candidates for that office or to another candidate's qualifications, character, or activities.** The elections official shall not cause to be printed or circulated any statement that the elections official determines is not so limited or that includes any reference prohibited by this section. § 13308

The Registrar of Voters will estimate the total cost of printing and handling the Candidates' Statements and will require each candidate filing a statement to pay in advance his/her estimated pro rata share as a condition of having his/her statement included in the voter's pamphlet. This amount must be paid at the time the Candidate's Statement is filed. If there is an underpayment, the candidate shall be required to pay the balance of the cost incurred. Overpayments will be refunded within 30 days of the election. In the case of a candidate's contest not going on the ballot, the payment will be refunded. § 13307

The Candidate's Statement is confidential until after the expiration of the filing period. Copies of all Candidates' Statements will be available for public inspection at the Registrar of Voters' office for 10 days prior to being submitted for printing. §§ 13311, 13313

July 16, 2012
through
August 10, 2012
(E-113 -- 88)

July 16, 2012
through
August 10, 2012
(E-113 -- 88)

July 31, 2012
(E-98)

July 31, 2012
(E-98)

August 10, 2012
(E-88)

August 10, 2012
(E-88)

August 10, 2012
(E-88)

LEGISLATIVE CANDIDATE'S STATEMENT IN COUNTY

SAMPLE BALLOT: During this period, legislative candidates may purchase space for a 250-word Candidate Statement in the official sample ballot(s) of the county or counties in the jurisdiction. Candidates may purchase statement space only if they have agreed to voluntary expenditure limits. **Gov't §§ 85601, 13307**

CONGRESSIONAL CANDIDATE'S STATEMENT IN COUNTY

SAMPLE BALLOT: During this period, congressional candidates may purchase space for a 250-word Candidate Statement in the official sample ballot(s) of the county or counties in the jurisdiction. **Congressional candidates do not need to voluntarily agree to expenditure limits to prepare a Candidate Statement.**

§ 13307

CHANGE OF CANDIDATE'S DESIGNATION ON BALLOT:

The last day that any candidate may request in writing a different ballot designation than that used at the Primary Election. This written request should be made to **both** the Secretary of State and the Registrar of Voters.

§ 13107

SEMI-ANNUAL CAMPAIGN DISCLOSURE STATEMENTS DUE:

The last day to file semi-annual campaign disclosure statements by all elected officers, candidates, and committees for the period of **January 1, 2012 through June 30, 2012.**

Gov't §§ 84200, 84218

LAST DAY TO REQUEST CONSOLIDATION OF ELECTION

WITH GENERAL ELECTION: Resolution requesting consolidation with General Election must be filed no later than this date.

§ 10403, Ed. § 5342

DEADLINE – FILING OF DECLARATION OF CANDIDACY AND CANDIDATES' STATEMENTS:

Last day to file Declarations of Candidacy and Candidates' Statements of Qualifications with the Registrar of Voters.

§§ 10510, 10603, 13307

EXCEPTION: If the filing period is extended because the incumbent failed to file a Declaration of Candidacy, the deadline is extended until **August 15, 2012, 5:00 p.m.**

§§ 10516, 10604

INDEPENDENT PRESIDENTIAL ELECTOR CANDIDATES – NOMINATION PAPERS FILING DEADLINE:

No later than 5:00 p.m. on this day, all independent Presidential Elector

August 10, 2012
(E-88)

August 11, 2012
(Saturday)
through
August 20, 2012
(E-87 -- 78)

August 11, 2012
through
August 15, 2012
(E-87 -- 83)

August 15, 2012
(E-83)

August 15, 2012
(E-83)

candidates must deliver to the county elections official for filing their Nomination Papers. **§ 8403(a)(2)**

LAST DAY FOR SCHOOL AND SPECIAL DISTRICT

CANDIDATES TO WITHDRAW: No candidate shall withdraw his/her Declaration of Candidacy after **5:00 p.m.** on the 88th day prior to the election unless the filing period has been extended until the 83rd day, in which case a candidate has until **August 15, 2012, 5:00 p.m.** to withdraw. **§§ 10510, 10516, 10603, 10604**

PUBLIC REVIEW PERIOD FOR CANDIDATES' STATEMENTS, AND COUNTYWIDE MEASURE DOCUMENTS:

During this period, Candidates' Statements of Qualifications and countywide measure's Text, Impartial Analysis, Tax Rate Statement (if any), Fiscal Impact Statement (if any), and Direct Arguments will be available for public examination at the Registrar of Voters office, Monday through Friday, from **8:00 a.m. to 5:00 p.m.**, and will be posted on the Registrar of Voters' website. **§§ 9190, 9380, 13313**

EXTENSION OF FILING PERIOD IF INCUMBENT FAILS TO

FILE: If an incumbent, eligible for reelection, fails to file his/her Declaration of Candidacy by **August 10, 2012**, there is a 5-day extension allowed for any person other than the incumbent to file for such office.

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

§§ 10516, 10604

PETITION TO HOLD ELECTION: Last day, if nominees do not exceed offices to be filled, to file with the Registrar of Voters a petition requesting the election to be held. Petition must be signed by 10% of the voters or 50 voters, whichever is the smaller number, in the district or division. **§ 10515, Ed. § 5326**

POLITICAL PARTY ENDORSEMENTS: Last day for any qualified political party to submit to the county elections official a list of all candidates for voter-nominated office who will appear on any ballot in the county, and who have been endorsed by the party. The county elections official shall print the list in the County Sample Ballot Pamphlet. **§ 13302(b)**

August 16, 2012
through
August 24, 2012
(E-82 -- 74)

August 16, 2012
(E-82)
(11:00 a.m.)

August 30, 2012
(E-68)

August 30, 2012
(E-68)

September 7, 2012
(E-60)

PUBLIC REVIEW OF CANDIDATES' STATEMENTS OF QUALIFICATIONS FOR EXTENDED FILING PERIOD: Public review period for Candidates' Statements of Qualifications and Ballot Designations filed during extended filing period. **§ 13313**

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 General Election ballot. The Registrar of Voters shall also conduct a drawing of the letters of the alphabet to determine the ballot order for candidates for legislative offices when the district includes more than one county. **§§ 13111(i) 13112**

DEATH OF A CANDIDATE: Last day for the Registrar of Voters to remove a deceased candidate's name from the General Election ballot. **§ 8810**

CERTIFIED LIST OF CANDIDATES AND ROTATION LIST: The last day for the Secretary of State to certify and send to each county elections official a list by public office showing the name and ballot designation of every person who has received the nomination as a candidate for public office and is entitled to receive votes within the county at the General Election; for each nominee for a partisan office, the name of the party that has nominated him or her; and for each nominee for a voter-nominated office, the name of the party preference, or lack of party preference, as designated by the candidate. **§ 8148**

SPECIAL ABSENTEE VOTERS' BALLOT APPLICATIONS: The first day the county elections official may process applications for special absentee voters' ballots (Federal Post Card Applications). Any applications received by the county elections official prior to this day shall be kept and processed on or after this date. If the applicant is not a resident of the county to which he or she has applied, the elections official receiving the application shall forward it immediately to the proper county. **NOTE:** A request for a vote-by-mail ballot from a special absentee voter will be deemed an affidavit of registration and an application for permanent vote-by-mail status. **§§ 300(b), 3100, 3103**

September 7, 2012
through
November 6, 2012
(E-60 -- 0)

September 10, 2012
through
October 23, 2012
(E-57 -- 14)

September 22, 2012
(E-45)
(Date fixed by law)

September 27, 2012
through
October 16, 2012
(E-40 -- 21)

October 5, 2012
(E-32)
(Date fixed by law)

October 8, 2012
(E-29)

October 8, 2012
through
October 30, 2012
(E-29 -- 7)

October 21, 2012
through
November 5, 2012
(E-16 -- 1)

LIST OF VOTE-BY-MAIL VOTERS: First day CD-ROMs are available for purchase indicating all voters who have been issued a vote-by-mail ballot.

WRITE-IN CANDIDATES: First day Statement of Write-in Candidacy is available for a write-in candidate. Must be filed by **October 23, 2012, 5:00 p.m.** **There are no write-in candidates allowed for voter-nominated contests in the General Election.**
§ 8601

MILITARY AND OVERSEAS VOTERS' BALLOTS: Last day for the county elections official to mail ballots to absent uniformed services voters and overseas voters.
42 U.S.C § 1973ff-1 (MOVE Act)

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 Sample Ballot Pamphlets.
§§ 9094, 13303

FIRST PRE-ELECTION CAMPAIGN DISCLOSURE STATEMENTS DUE: The last day to file campaign disclosure statements for candidates and committees covering the period of **July 1, 2012 through September 30, 2012.**
Gov't §§ 84200.5, 84200.7(b)

LAST DAY TO REGISTER TO VOTE IN THIS ELECTION AND STILL BE MAILED A SAMPLE BALLOT PAMPHLET: Voters registering after **October 8, 2012** will **NOT** be mailed a Sample Ballot Pamphlet.
§§ 9094, 13300(c), 13303

VOTE-BY-MAIL VOTING: Applications for vote-by-mail ballots available during this period from the Registrar of Voters. Applications must be received by the Registrar of Voters by **October 30, 2012.**
§§ 3001, 3003, 3006

LATE CAMPAIGN CONTRIBUTION REPORTING PERIOD: Contributions received of \$1,000 or more per source must be reported within 24 hours during this period.
Gov't § 84203

October 22, 2012
(E-15)

October 23, 2012
through
November 6, 2012
(E-14 -- 0)

October 23, 2012
through
October 30, 2012
(E-14 -- 7)

LAST DAY TO REGISTER TO VOTE IN GENERAL ELECTION:

Last day to register to vote in the General Election. The Voter Registration Affidavit 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 Affidavit may also be submitted by this date to the Department of Motor Vehicles or any National Voter Registration Act designated agency. Last day for special absentee voters to complete and sign the Federal Post Card Application (FPCA) registering to vote and requesting an absent voter ballot and to send it to the county elections official.

NOTE: A request for a vote-by-mail ballot from a special absentee voter will be deemed an affidavit of registration and an application for permanent absent voter status. When a county elections official receives and approves an FPCA from a special absentee voter, the official must provide that voter with vote-by-mail ballots for each subsequent election for federal office in the state unless the voter fails to vote in four consecutive statewide general elections. **42 U.S.C. § 1973ff; §§ 300(b), 2102, 2107, 3206**

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 **October 23, 2012** (14 days prior to the election) and ending at the close of polls on **November 6, 2012, 8:00 p.m.** **§§ 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. **§§ 331, 3500, 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**

NEW RESIDENT REGISTRATION PERIOD: Any person who becomes a new resident after **October 22, 2012** (15 days prior to the election), may register to vote beginning on **October 23, 2012** (14 days prior to the election), and ending **October 30, 2012** (7 days prior to the election). This registration must be executed in the county elections office and the new resident shall vote a new resident's ballot in that office. A new resident is eligible to vote for only president and vice president. **§§ 332, 3400**

October 23, 2012
(E-14)

October 25, 2012
(E-12)

October 31, 2012
through
November 5, 2012
(E-6 -- 1)

October 31, 2012
through
November 6, 2012
(E-6 -- 0)

The ballots of new residents shall be received and canvassed at the same time and under the same procedure as vote-by-mail ballots. **§ 3405**

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**

SECOND PRE-ELECTION CAMPAIGN DISCLOSURE STATEMENTS DUE: The last day to file campaign disclosure statements for candidates and committees covering the period of **October 1, 2012 through October 20, 2012.**
Gov't §§ 84200.5, 84200.7(b)

SPECIAL ABSENTEE VOTER – RECALLED TO MILITARY SERVICE: A registered special absentee voter recalled to service after **October 30, 2012, but before 5:00 p.m. on November 5, 2012,** may appear before the county elections official in the county in which he/she is registered, or, if within the state, in the county in which he/she is recalled to service and apply for a vote-by-mail ballot which may be submitted by facsimile or email. The vote-by-mail ballot may be voted at the Registrar of Voters' office or voted outside the office on or before the close of the polls on the Election Day and returned as are other vote-by-mail ballots. To be counted, the ballot must be returned to the Registrar of Voters' office in person, by facsimile transmission, or by an authorized person on or before the close of the polls on the day of the election.

If the special absentee voter appears in the county in which he/she is recalled to service, rather than the county to which he/she is registered, the elections official shall coordinate with the elections official in the county in which the special absentee voter is registered to provide the vote-by-mail ballot that contains the appropriate measures and races for the precinct in which the special absentee voter is registered. **§ 3110**

VOTE-BY-MAIL VOTING – LATE CONDITIONS (EMERGENCY VOTING): During this period vote-by-mail ballots are available when a voter's condition prevents voting at a polling place. Written application signed under penalty of perjury is required unless the absent voter's ballot is voted in the Registrar of Voters' office. The voter may designate any authorized representative to return the voted vote-by-mail ballot. **Emergency voting ballots may not be mailed.** **§ 3021**

November 6, 2012
(E-O)

November 6, 2012
(E-O)

November 6, 2012
(E-O)

November 6, 2012
(E-O)

ELECTION DAY: Polls will be open from **7:00 a.m. to 8:00 p.m.** Ballots will be centrally counted at the Registrar of Voters' office.
§§ 1000, 14212, 15260

VOTE-BY-MAIL VOTER BALLOTS RETURNED: Deadline for the Registrar of Voters to receive vote-by-mail ballots by mail or in person is **November 6, 2012, 8:00 p.m.** A voter may deliver his/her vote-by-mail ballot in person to any polling place in the county by the close of the polls on Election Day. If a vote-by-mail voter who, because of illness or other physical disability, is unable to return the ballot, he/she may designate his/her spouse, child, parent, grandparent, grandchild, brother, sister, or a person residing in the same household to return the ballot.

Last day a special absentee voter who is temporarily living outside of the United States (or is called for military service within the United States on or after **October 30, 2012**) 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 waiver of a right to a secret ballot.
§§ 3017, 3020, 3103.5, 14212

SEMI-FINAL OFFICIAL CANVASS OF ELECTION RETURNS: Beginning at 8:00 p.m. and continuously until completed, the Registrar of Voters will conduct the semi-final official canvass of votes and report totals to the Secretary of State. **§§ 15150, 15151**

SPECIAL ABSENTEE VOTERS: Any registered special absentee voter who has returned to their 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/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 precinct polling place of his/her residence.
§ 3108

Last day an unregistered special absentee voter who was released from service after the close of registration and who has returned to his/her county of residence may apply in person to register with the county elections official and vote in the election.

November 7, 2012
(E+1)

November 16, 2012
(E+10)

December 4, 2012
(E+28)

December 4, 2012
(E+28)

December 7, 2012
(E+31)

Documentary proof of release from military service is required. On or before Election Day, the county elections official shall deliver to the precinct board a list of special absentee voters registered under Elections Code section 3107. **§ 3107**

Last day a special absentee voter who returned to the county after **October 30, 2012** may appear before the county elections official and make application 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 the day of election and returned as are other voted vote-by-mail ballots. **§ 3109**

COMMENCE OFFICIAL CANVASS OF ELECTION RETURNS:
The Registrar of Voters will commence canvassing votes. **§§ 10547, 15301**

PROVISIONAL BALLOTS OF EMERGENCY WORKERS:
On or before **November 16, 2012**, a provisional ballot cast by an emergency worker outside of his or her home precinct must be received by the county elections official where the voter is registered. The elections official, in a county included in the executive order declaring the emergency, shall transmit for processing any ballot cast not later than the close of polls on Election Day by an emergency worker in a declared state of emergency, including any materials necessary to process the ballot, to the elections official in the county where the voter is registered to vote. **§ 14313**

COMPLETE OFFICIAL CANVASS OF 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**

CERTIFICATE OF ELECTION: After the Board of Supervisors declares the results of the election, the Registrar of Voters shall make and deliver to each person elected a certificate of election signed by the Registrar of Voters. **§§ 15372, 15401**

DATE OF TAKING OFFICE: Elected School Board Members take office on the first Friday in December after the General Election. **Ed. § 5017**

December 17, 2012
(E+41)

January 7, 2013
(E+62)

January 31, 2013
(E+86)

Special district officers, elected or appointed, take office at noon on the first Friday in December after the General Election, after taking the official oath and executing such bond as may be required.

§ 10554

ELECTORAL COLLEGE CONVENES: At this time and date, the Presidential Electors shall assemble at the State Capitol to vote by separate ballot for that person for President and that person for Vice President of the United States who are, respectively, the candidates of the political party which they represent. These votes are mailed to the seat of the government of the United States, directed to the President of the Senate.

U.S. Const., §§ 6904, 6906-6908

DATE OF TAKING OFFICE: Elected County officers take office at noon on the first Monday after January 1st succeeding their election.

Gov't § 24200

SEMI-ANNUAL CAMPAIGN DISCLOSURE STATEMENTS DUE: Last day to file semi-annual campaign disclosure statements for all candidates and committees for the period from **October 21, 2012** through **December 31, 2012.**

Gov't §§ 84200, 84212

**SCHOOL DISTRICT OFFICES FOR WHICH CANDIDATES ARE TO BE ELECTED
NOVEMBER 6, 2012**

COMMUNITY COLLEGE DISTRICTS

Coast	1 Member each, Trustee Areas 2, 3, 4
North Orange County	1 Member each, Trustee Areas 2, 4, 5, 7
Rancho Santiago	1 Member each, Trustee Areas 1, 3, 5, 7
South Orange County	1 Member each, Trustee Areas 1, 3, 6, 7

NUMBER TO BE ELECTED

HIGH SCHOOL DISTRICTS

Anaheim Union	2 Members, Full Term 1 Member, Short Term
Fullerton Joint Union	2 Members
Huntington Beach Union	2 Members, Full Term 1 Member, Short Term

UNIFIED DISTRICTS

Brea Olinda Unified	3 Members
Capistrano Unified	1 Member each, Trustee Areas 1, 2, 3, 5
Garden Grove Unified	3 Members
Irvine Unified	3 Members
Laguna Beach Unified	2 Members
Los Alamitos Unified	3 Members
Newport-Mesa Unified	1 Member each, Trustee Areas 1, 3, 6
Orange Unified	1 Member each, Trustee Areas 2, 3, 6
Placentia-Yorba Linda Unified	3 Members
Saddleback Valley Unified	3 Members
Santa Ana Unified	3 Members
Tustin Unified	3 Members

ELEMENTARY SCHOOL DISTRICTS

Anaheim City	2 Members
Buena Park	2 Members, Full Term 1 Member, Short Term
Centralia	2 Members
Cypress	2 Members
Fountain Valley	2 Members
Fullerton	2 Members
Huntington Beach City	2 Members, Full Term 1 Member, Short Term
La Habra City	2 Members
Lowell Joint	2 Members
Magnolia	2 Members
Ocean View	2 Members
Savanna	2 Members, Full Term 1 Member, Short Term
Westminster	2 Members

**SPECIAL DISTRICT OFFICES FOR WHICH CANDIDATES ARE TO BE ELECTED
NOVEMBER 6, 2012**

COMMUNITY SERVICES DISTRICTS

NUMBER TO BE ELECTED

Capistrano Bay Community Services District	2 Directors
Emerald Bay Service District	2 Directors
Rossmoor Community Services District	3 Directors
Surfside Colony Community Services District	1 Director
Three Arch Bay Community Services District	3 Directors

IRRIGATION DISTRICT

Serrano Water District	1 Director each, Divisions 2, 3, 5
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PARK AND RECREATION DISTRICT

Silverado-Modjeska Recreation and Park District	2 Directors
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SANITARY DISTRICTS

Costa Mesa Sanitary District	2 Directors
Midway City Sanitary District	2 Directors
Sunset Beach Sanitary District	3 Directors

STORM WATER PROTECTION DISTRICT

Surfside Colony Storm Water Protection District	2 Directors
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CALIFORNIA WATER DISTRICTS

El Toro Water District	3 Directors
Irvine Ranch Water District	2 Directors
Moulton Niguel Water District	1 Director each, Divisions 1, 5, 6, 7
Santa Margarita Water District	3 Directors

COUNTY WATER DISTRICTS

East Orange County Water District	2 Directors
Rossmoor/Los Alamitos Area Sewer District	3 Directors
Mesa Consolidated Water District	1 Director each, Divisions 1, 2, 3
South Coast Water District	3 Directors
Trabuco Canyon Water District	2 Directors
Yorba Linda Water District	2 Directors

INDEPENDENT WATER DISTRICT

Orange County Water District	1 Director each, Divisions 2, 3, 4, 6
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MUNICIPAL WATER DISTRICT

Municipal Water District of Orange County	1 Director each, Divisions 3, 4, 6, 7
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LIBRARY DISTRICTS

Buena Park Library District	3 Trustees, Full Term
	1 Trustee, Short Term
Placentia Library District	3 Trustees

GENERAL QUALIFICATIONS TO RUN FOR 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.

A person is not eligible to be elected or appointed to a county or district office unless he/she is a registered voter of the county or district in which the duties of the offices are to be exercised at the time that Nomination Papers are issued to the person or at the time of the person's appointment. **Gov't § 24001**

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 § 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 § 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 § 1021**

The Declaration of Candidacy form to be completed by the candidate includes a statement that, if elected, he/she will qualify for and accept the office. **§ 10511**

SPECIAL QUALIFICATIONS FOR SCHOOL BOARD MEMBER

- (a) Any person who is 18 years of age or older, a citizen of the State, a resident of the school district, a registered voter, and who is not disqualified by the Constitution or laws of the State from holding a civil office, is eligible to be elected or appointed a member of a governing board of a school district without further qualifications.
- (b) An employee of a school district may not be sworn into office as an elected or appointed member of that school district's governing board unless and until he or she resigns as an employee. If the employee does not resign, the employment will automatically terminate upon being sworn into office. **Ed. § 35107**

In addition to the above, a candidate for a school district having trustee areas must be a resident of the trustee area for which he/she is a candidate. **Ed. § 5030(c)**

APPOINTMENT OF SCHOOL BOARD MEMBERS

If a school district or community college district election is not held because of a condition listed in section 5326 of the Education Code, the qualified person or persons nominated shall be seated at the organizational meeting of the board, or if no person has been nominated or if an insufficient number is nominated, the governing board of the district shall appoint a qualified person or persons, as the case may be, at a meeting prior to the day fixed for the election, and such appointee or appointees shall be seated at the organizational meeting of the board as if elected at a school district or community college district election. **Ed. § 5328**

APPOINTMENT OF SPECIAL DISTRICT NOMINEES

If a district election is not held because of a condition listed in Elections Code section 10515, the Registrar of Voters shall submit a certificate of these facts to the supervising authority and request that the supervising authority, at a regular or special meeting held prior to the Monday before the first Friday in December in which the election is held, appoint to such office or offices the person or persons, if any, who have filed Declarations of Candidacy. The supervising authority shall make such appointments. If no person has filed a Declaration of Candidacy for any office, the supervising authority shall appoint any person to the office who is qualified on the date when the election would have been held. The person appointed shall qualify and take office and serve exactly as if elected at the general district election for such office. **§ 10515**

**SPECIAL QUALIFICATIONS FOR HOLDING OFFICE
AND VOTING WITHIN SPECIAL DISTRICTS**

COMMUNITY SERVICES DISTRICTS

- DIRECTOR - Shall be a "registered elector" (registered voter) residing within the district.
VOTER - Shall be a registered voter in the district. **Gov't §§ 61016, 61200**

IRRIGATION DISTRICTS

- DIRECTOR - Shall be a registered voter and a landowner in the district and a resident of the division represented through his or her entire term.
VOTER - Shall be a registered voter in the district or division, if any.
Water Code § 21100, 21551, Cal. Const. Art. II, §2

PARK AND RECREATION DISTRICTS

- DIRECTOR - Shall be a qualified registered voter in the district.
VOTER - Shall be a registered voter in the district. **Pub. Res. Code § 5784**

SANITARY DISTRICTS

- DIRECTOR - Shall be a "resident elector" (registered voter) in the district.
VOTER - Shall be a registered voter in the district. **Health & Safety Code §§ 6464, 6561**

STORM WATER DISTRICT

- TRUSTEE - Shall be a freeholder of the district and shall have resided in the district one year preceding election; provided that when unincorporated territory is included with incorporated territory, at least one trustee shall be an eligible freeholder of the unincorporated territory, if such there be residing in said district.
VOTER - Shall be a registered voter in the district.
West's Water Code App. §13-5; Deering's Uncd. Water Code § 6176.5

CALIFORNIA WATER DISTRICTS

- DIRECTOR - Shall be a registered voter in the district or division, if any.
VOTER - Shall be a registered voter in the district or division, if any.
Water Code §§35177, 35178, 35188, 35189, 35190, 35212, 35213

COUNTY WATER DISTRICTS

- DIRECTOR - Shall be a registered voter in the district or division, if any.
VOTER - Shall be a registered voter in the district or division, if any.
Water Code §§ 30500, 30700, 30735

ORANGE COUNTY INDEPENDENT WATER DISTRICT

- DIRECTOR - Shall be a resident of district.
VOTER - Shall be a registered voter in the district or division, if any.
**West's Water Code App. §40-11; Deering's Uncd.
Water Code §§ 5683.9, 5683.11**

MUNICIPAL WATER DISTRICTS

- DIRECTOR - Shall be a registered voter in the district or division, if any.
VOTER - Shall be a registered voter in the district or division, if any.
Water Code §§ 71170, 71250, 71453, 71501

LIBRARY DISTRICTS

- TRUSTEE - Shall be a registered voter in the district.
VOTER - Shall be a registered voter in the district. **Ed. §§ 19611, 19702**

DECLARATION OF CANDIDACY PROCEDURES

Candidates for school board member and special district director must file a Declaration of Candidacy between July 16, 2012 and August 10, 2012. § 10510

There is no filing fee. Nomination signatures are not required.

DECLARATION OF CANDIDACY

July 16, 2012 is the first day that candidates for school board members and special district directors may obtain the Declaration of Candidacy and Candidate's Statement of Qualifications forms. These forms are available at the Registrar of Voters office, 1300 S. Grand Ave., Building C, Santa Ana.

Information to be completed by the candidate on the Declaration of Candidacy form includes the candidate's name, occupation (ballot) designation, residence address, mailing address, and phone number. The Declaration of Candidacy includes a statement under penalty of perjury under the laws of the State of California that the information is true and correct. **The Declaration of Candidacy must be filed by August 10, 2012, 5:00 p.m.* § 10511**

If a person is a candidate for a nonpartisan office, all reference to party affiliation must be omitted on all forms required to be filed. § 8002

No person shall file Nomination Papers for more than one school or community college district office, including a county board of education office, at the same election. § 10603 (c)

If a candidate changes his/her name within one year of any election, the new name shall **not** appear upon the ballot unless the change was made by either of the following: (a) Marriage; (b) Decree of any court of competent jurisdiction. § 13104

For candidates with long names, there is a possibility that the Registrar of Voters' data system may split the name. Due to the space limitations, the Registrar of Voters' office is unable to change column size, font size, etc., to accommodate long names. The candidates should keep this in mind as they designate how they want their names to appear on the ballot.

The candidate must take the Oath of Allegiance before the deputy receiving the form. (The Oath may alternatively be taken before a Notary Public.)

There is no filing fee. The last day to file as a candidate is **August 10, 2012, 5:00 p.m.**

The last day to withdraw as a candidate is **August 10, 2012, 5:00 p.m. §§ 10510, 10603 (b)**

***EXCEPTION:** If a Declaration of Candidacy for an incumbent elective member of a school district or director of a special district is not filed by **5:00 p.m. on August 10, 2012**, the filing period is extended until **5:00 p.m. on August 15, 2012**, for those offices in which the incumbent failed to file. During this extended period, candidates, other than the incumbent, may file a Declaration of Candidacy. This does not apply if there is no incumbent eligible to be reelected.

If the filing period is extended, as previously stated, candidates for the extended office may withdraw from the election until **August 15, 2012, 5:00 p.m.**, the 83rd day before the election.

DATES OF TAKING OFFICE

President and Vice President of the United States take office at noon on
January 20, 2013 **US Const., Amend. 20, Sec. 1**

Members of the United States Senate take office at noon on **January 3, 2013**
US Const., Amend. 20, Sec. 1

Members of the United States House of Representatives take office at noon on
January 3, 2013 **US Const., Amend. 20, Sec. 1**

Members of the State Senate take office on **December 3, 2012**
Ca Const., Art 4, Sec. 2

Members of the State Assembly take office on **December 3, 2012**
Ca Const., Art 4, Sec. 2

Judges of the Superior Court take office on **January 7, 2013**
Ca Const., Art 6, Sec. 16

Members of the Orange County Board of Supervisors take office at noon on
January 7, 2013 **Gov't § 24200**

Elected school board members and community college trustees take office on
December 7, 2012. **Ed. § 5017**

Special district officers, elected or appointed, take office at noon on **December 7, 2012**
§ 10554

Elected directors of municipal water districts take office at noon on **January 7, 2013**
Water Code § 71253

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

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, or, in the case of a Superior Court Judge, was appointed to that office. **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.**

However, 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.

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

- (5) **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. The names of special districts, school districts, and political subdivisions are not geographical names.**

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

- (6) Punctuation shall be limited to the use of a comma. 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 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. 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)

“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

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

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. 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)(1)

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)**

- (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

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

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)

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

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

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)

- (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,

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

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)**

- (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)**
- (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)**

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(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.** The candidate signs this worksheet 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.

NOTE: The Registrar of Voters is the filing officer for school board members and special district directors. However, there are contests on the ballot for which other individuals are the filing officers. In determining the validity of a Ballot Designation for school board members and special district directors, the Registrar of Voters' staff follows Elections Code section 13107, the Secretary of State's Ballot Designation Regulations, and California Administrative Code Regulations. While the Registrar of Voters may give guidance to the other filing officers, those filing officers make the final decision regarding Ballot Designations for those candidates under their jurisdiction.

In reviewing the nomination documents, the Registrar of Voters' staff will verify that the Ballot Designation meets the **basic restrictions set forth in this section**, such as the three-word limitation and the use of "Incumbent". If the designation is found to be in violation of any of the restrictions set forth in this section, the elections official shall notify the candidate by registered or certified mail return receipt requested, addressed to the mailing address appearing on the candidate's nomination documents. **§ 13107(c)**

The candidate shall, within three days from the date of receipt of the notice, 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(c)(1)

CHALLENGING A BALLOT DESIGNATION: A person may challenge a Ballot Designation in writing to the Registrar of Voters between July 16, 2012 and August 10, 2012, 5:00 p.m. After August 10, 2012, there is a Public Review Period -- August 11, 2012 through August 20, 2012 -- during which time the public may challenge a Ballot Designation in Court.

No Ballot Designation given by a candidate shall be changed by the candidate after the final date for filing nomination documents, **August 10, 2012, 5:00 p.m.**, except as specifically requested by the elections official to change an unacceptable designation. § 13107(d)

The designation shall remain the same for all purposes of both Primary and General Elections, unless the candidate, at least 98 days prior to the General

Election, requests in writing a different designation which the candidate is entitled to use at the time of the request. The written request must be accompanied by a Ballot Designation Worksheet. § 13107(e)

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. § 13107(f)

Whenever a foreign language translation of a candidate's designation is required under the Voting Rights Act of 1965 (42 U.S.C. Sec. 1971), 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. § 13107(g)

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 the County; or (2) A rotation determined pursuant to Elections Code § 13111.

The following November 6, 2012 General Election contests' ballot orders will be determined by a random draw: Member of the State Senate, Member of the State Assembly, Member of the Orange County Board of Supervisors (if applicable), Member of a City Council, Member of a School District Governing Board, and Director of a Special District Board of Directors.

The following November 6, 2012 General Election contests' ballot orders will be determined by rotation: United States President/Vice President, Member of the United States Senate, Representative in Congress, and Superior Court Judge (if applicable).

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 General Election will be August 16, 2012, 11:00 a.m.** **§ 13112**

If the office is to be voted upon wholly within, but not throughout, one county, such as **Member of the Orange County Board of Supervisors**, names shall appear according to the randomized alphabet. **§ 13111(f)**

If the office is that of **Member of the State Senate** or **Member of the Assembly**, the names of the candidates shall appear according to the randomized alphabet unless the district encompasses more than one county, in which case the arrangement shall be made pursuant to subdivision (i) of Elections Code section 13111 (see below). **§ 3111(e)**

If the office is that of **Member of the State Senate** or **Member of the Assembly**, and the district includes more than one county, the elections official in each county shall conduct a drawing of the letters of the alphabet, pursuant to the same procedures specified in

section 13112. The results of the drawing shall be known as a county randomized ballot and shall be used only to arrange the names of the candidates when the district includes more than one county. The Secretary of State's random draw will not be used for multi-county districts. **The date of this drawing for the General Election will be August 16, 2012, 11:00 a.m.** **§ 13111(i)**

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)**

For the office of **Representative in Congress** or **Member of the State Board of Equalization**, the Secretary of State shall arrange the names of candidates for the office according to the randomized alphabet for that Assembly District which has the lowest number of all the Assembly Districts in which candidates are to be voted on. Thereafter, for each succeeding Assembly District in which the candidates are to be voted on, the names appearing first in the last preceding Assembly District shall be placed last, the order of the other names remaining unchanged. **§ 13111(d)**

If the office is to be voted on throughout a single county and there are five or more Assembly Districts wholly or partly in the county, the names shall appear according to the randomized alphabet for the Assembly District which has the lowest number. Thereafter, for each succeeding Assembly District, the name appearing first for each office in the last preceding Assembly District shall be placed last, the order of the other names remaining unchanged. **§ 13111(h)**

CANDIDATE'S STATEMENT OF QUALIFICATIONS

Each candidate for **nonpartisan elective office** in any local agency, including any city, county, city and county, or district, may prepare a Candidate's Statement on an appropriate form provided by the elections official. The statement may include the name, age and occupation of the candidate and a brief description, of no more than 200 words, of the candidate's education and qualifications expressed by the candidate himself/herself. However, the governing body of the local agency may authorize an increase in the limitations on words for the statement from 200 to 400 words. **The statement shall not include the party affiliation of the candidate, nor membership or activity in partisan political organizations.** The candidate must sign the statement before it is filed in the office of the Registrar of Voters when his/her Nomination Papers are returned for filing, if it is for a Primary Election, or for an election for offices for which there is no primary. The statement shall be filed in the office of the elections official no later than the 88th day before the election, **August 10, 2012, 5:00 p.m.**, if it is for an election for which Nomination Papers are not required to be filed. **§ 13307(a)(1)**

The statement **may be withdrawn, but not changed**, during the period for filing Nomination Papers and until **August 13, 2012, 5:00 p.m.**, the next working day after the close of the nomination period. **§ 13307(a)(3)**

NOTE: In the event that the nomination period for a particular office is extended because an incumbent eligible to be elected did not file Nomination Papers, a Candidate's Statement for that particular office **may be withdrawn, but not changed**, during the extended nomination period and until **5:00 p.m. of August 16, 2012**, the next working day after the close of the extended nomination period. **§§ 10516, 13307**

A Candidate's Statement of Qualifications may make no reference to another candidate. In addition to the restrictions set forth in Section 13307, any Candidate's Statement of Qualifications submitted pursuant to Section 13307 shall be limited to a recitation of the candidate's own personal background and qualifications, and **shall not in any way make reference to other candidates for that office or to another candidate's qualifications, character, or activities.** The elections official shall not cause to be printed or circulated any statement that the elections official determines is not so limited or that includes any reference prohibited by this section. **§ 13308**

The Registrar of Voters will send to each voter, together with the sample ballot, a voter's pamphlet which contains the written statements of each candidate that is prepared pursuant to this section. The statement of each candidate will be printed in type of uniform size and darkness, and with uniform spacing. **§ 13307(b)**

All Candidates' Statements shall remain confidential until the expiration of the filing deadline. **§ 13311**

The Registrar of Voters will estimate the total cost of printing and handling of the Candidates' Statements filed pursuant to this section, and will require each candidate having a statement to pay in advance his/her estimated pro rata share as a condition of having his/her statement included in the Sample Ballot Pamphlet. Payment may be made by cash, check, money order, certified check, and credit card (MasterCard, Visa, American Express, and Discover). **§ 13307(c)**

The candidate must also sign a Deposit Agreement at the time the statement is filed. A copy of the signed Deposit Agreement and signed statement will be given to the candidate. **The Registrar of Voters will determine each candidate's cost and will refund any excess amount paid within 30 days of the election.** An invoice will be sent if any additional amount is required to be paid by the candidate. **§ 13307(c)**

If a candidate's contest does not appear on the ballot (due to being a contest whose candidates may be appointed-in-lieu of election if the number of candidates nominated does not exceed the number of candidates to be elected from that district), the Candidate's Statement payment will be refunded.

In the event that a candidate pays for a statement by check and the check is returned by the bank due to insufficient funds, the candidate will have 24 hours to pay for the statement by cash, money order, certified check, or credit card (MasterCard, Visa, American Express, and Discover). If payment is not received by the deadline, the statement will not be printed in the Sample Ballot Pamphlet. **§ 13307**

NOTE: Pursuant to minority language provisions of the Federal Voting Rights Act, Orange County is required to provide election materials in the Chinese, Korean, Vietnamese and Spanish languages in addition to English. The materials covered by this Act include Candidates' Statements. Therefore, all estimated costs include translating and printing of Candidates' Statements in the Chinese, Korean, Spanish and Vietnamese languages. These materials will be provided to voters who have requested Chinese, Korean, Spanish and Vietnamese language election materials.

Nothing in the foregoing shall be deemed to make any statement or the authors thereof free or exempt from any civil or criminal action or penalty because of any false, slanderous or libelous statements offered for printing or contained in the voter's pamphlet. **§ 13307(d)**

Before the nomination period opens, the local agency for that election shall determine whether a charge shall be levied against that candidate for the Candidate's Statement sent to each voter. This decision shall not be revoked or modified after the seventh day prior to the opening of the nominating period. A written statement of the regulations with respect to charges for handling, packaging, and mailing shall be provided to each candidate or his/her representative at the time he/she picks up the Nomination Papers. **§ 13307(e)**

For all Candidates' Statements filed on or before **August 10, 2012**, the public review period is **August 11, 2012 through August 20, 2012, 5:00 p.m.** For all Candidates' Statements filed extended contests, the public review period is **August 16, 2012 through August 24, 2012** at the Registrar of Voters office. **§§ 10516, 13313**

CANDIDATES IN RUN-OFF CONTESTS IN THE GENERAL ELECTION may re-submit the same statement or present a new Candidate's Statement of Qualifications. The Candidate's Statement accompanied by full payment must be submitted to the Registrar of Voters **NO LATER THAN AUGUST 10, 2012, 5:00 P.M. FOR THE GENERAL ELECTION.**

A LEGISLATIVE CANDIDATE may re-submit the same Candidate's Statement of Qualifications as printed in the Presidential Primary Election Sample Ballot Pamphlet or

present a new Candidate's Statement of Qualifications. **However, legislative candidates may purchase statement space in the pamphlet only if they have agreed to voluntary expenditure limits. If a candidate rejects the voluntary expenditure ceiling in the Primary Election but did not exceed the ceiling during that election, he/she may amend the Form 501 to accept the expenditure ceiling for the General Election. The amended Form 501 must be filed within 14 days following the Primary Election – no later than June 19, 2012, 5:00 p.m.**

Gov't Code §§ 85601, 13307, Proposition 34, California Form 501 Instructions

CONGRESSIONAL CANDIDATES may re-submit the Candidate's Statement of Qualifications as printed in the Presidential Primary Election Sample Ballot Pamphlet or present a new statement to the Registrar of Voters' office by **August 10, 2012, 5:00 p.m.** **Congressional candidates do not need to meet the voluntary expenditure limits to file a Candidate's Statement of Qualifications.** **§ 13307**

IMPORTANT: All candidates who wish to have a Candidate's Statement of Qualifications in the Sample Ballot Pamphlet must re-file the statement that was printed in the Presidential Primary Election Sample Ballot Pamphlet or submit a new statement. **The Registrar of Voters' office will not automatically print the old statement in the General Election Sample Ballot Pamphlet.** The cost must be paid at the time the old statement is re-filed or the new statement is submitted. **The cost is the same as that in the Presidential Primary Election.**

IMPORTANT NOTICE TO CANDIDATES IN DISTRICTS THAT ENCOMPASS MORE THAN ONE COUNTY: All candidates running for office in a district located in more than one county must file Nomination Papers with the county elections official where the candidate is domiciled. **HOWEVER**, if a candidate in a multi-county district would like his/her Candidate's Statement (if applicable) to be included in the Sample Ballot Pamphlet distributed in each county of the district, the statement **must** be filed in the office of each county's election official. **§ 10540**

In addition, the cost of printing and handling the Candidate's Statement of Qualifications in each county must be paid to each county elections official. If you desire a statement in Orange County's Sample Ballot Pamphlet, you **MUST** submit your statement and payment at the Orange County Registrar of Voters' office. The fee will vary in each county depending on many factors, including the number of registered voters within that portion of the district. **It is the candidate's responsibility to contact each county to obtain the appropriate information from each county. Failure to do so may jeopardize the printing of the Candidate's Statement of Qualifications.** (California Association of Clerks & Election Officials' Candidate Statement Guidelines)

CANDIDATE'S STATEMENT OF QUALIFICATIONS FORMATTING GUIDELINES

The Registrar of Voters' office has a semi-automated system for Sample Ballot Pamphlet input/layout of a Candidate's Statement of Qualifications. Due to the volume of statements and printing deadlines, it is necessary to have a standardized format for a Candidate's Statement of Qualifications. We have prepared the following guidelines to assist candidates in the preparation of their statements.

1. The following paragraph styles are acceptable with this system.

INDENTED PARAGRAPHS:

Xxxxx xxxxx xxxxxxxxxxx xxxxx xxxxx. X xxxx xx xxxxxxxxxxx xxxxxxxxxxx
xxxxxxxxxxxx xxxxxxx xxxxxxxxxxx xx xxx xxxxx. Xxx xxxxx xxxxxxx xxxxx xx xx
Xxxx xxxxxxx xx x x xxxxxxxxxxx x xxxxxx xxxxx. Xxx xxxxxx xxxxxx xxxxx xx
xxx xxxxx xxx xxxxxx. Xx xxxxx xxx.

BLOCK PARAGRAPHS:

Xxxxx xxxxxxx xxxxx. Xxxx x xx xxxx xxxxxxxxxxx xxx. Xxxx xxx xxx xxxxxxxxxxx
xxxx. X xxx xxxxx xxx x xx xxxxx. Xxx xxx xxx xxxxxxx xxxxx xxx.

Xxx xxxxxx xxx. Xx xxx xxxxxxx xxxxxxx xxxxx. X xxx xxxxx xxxxxx xxxxx xxx
x xx xxx xxx. Xxx xxxxx xxxxxxx xxxxx xxx. Xxx xxxxx xxxxxx xxxxxx xxxxx.

DO NOT USE ANY PARAGRAPH/FORMAT STYLE OTHER THAN THOSE LISTED ABOVE.

2. All statements may be submitted on our template or typed and printed by automated equipment. **DO NOT PRINT ANY STATEMENT ON LINED PAPER.**



3. NOTE: Name, age and occupation at the top of the statement are not included in the word count. In addition, for voter-nominated candidates, the party preference at the top of the statement will not be included in the word count. **The words reflected in the "occupation" field must follow the Ballot Designation Guidelines listed on pages 27 through 34 of this handbook.**

4. Do not underline or **bold** WORDS. All type must be uniform darkness. § 13307(b)

5. Words may NOT be all CAPITAL letters. All text must be uniform size. § 13307(b)

6. Do not use *italics* or type styles to highlight portions of the statement. § 13307

7. Do not use different type sizes. All text must be uniform size. § 13307(b)

8. A 200-word statement must fit on one quarter of a Sample Ballot Pamphlet page. A 250-word statement must fit on one quarter of a Sample Ballot Pamphlet page. A 400-word statement must fit on a half page of a Sample Ballot Pamphlet page. If your statement exceeds this limitation, we will be forced to adjust your format to fit in the space allowed.

**CANDIDATE'S STATEMENT OF QUALIFICATIONS FORMATTING GUIDELINES
(CONTINUED)**

9. You may block indent within a paragraph. However, you MAY NOT use bullet points, stars, asterisks, or numbers that function as bullet points to off-set the paragraphs.

10. All statements are printed in the Sample Ballot Pamphlet with the following titles which are not included in the word count:

**NAME OF DISTRICT
TITLE OF OFFICE**

Use these general guidelines to assist you in the preparation of your statement. There are other requirements regarding the content of your statement that are outlined in this Candidate's Handbook.

**CHECK YOUR STATEMENT CAREFULLY FOR ERRORS IN SPELLING,
PUNCTUATION, AND GRAMMAR BEFORE FILING. WITH THE EXCEPTION OF
THE FORMATTING REQUIREMENTS, YOUR STATEMENT WILL BE PRINTED
EXACTLY AS SUBMITTED.**

SCHOOLS DISTRICTS
DEPOSIT AMOUNT REQUIRED FOR CANDIDATE'S STATEMENT OF QUALIFICATIONS

	<u>200 Words</u>	<u>400 Words</u>
<u>COMMUNITY COLLEGE DISTRICTS</u>		
Coast Community College District	\$4,429	
North Orange County Community College District		
Trustee Area 2		
Trustee Area 4		
Trustee Area 5		
Trustee Area 7		
Rancho Santiago Community College District		
Trustee Area 1		
Trustee Area 3		
Trustee Area 5		
Trustee Area 7		
South Orange County Community College District	\$5,776	
<u>HIGH SCHOOL DISTRICTS</u>		
Anaheim Union High School District	\$2,209	
Fullerton Joint Union High School District	\$1,659	
Huntington Beach Union High School District	\$2,459	
<u>UNIFIED SCHOOL DISTRICTS</u>		
Brea Olinda Unified School District	\$ 709	
Capistrano Unified School District		
Trustee Area 1	\$ 793	
Trustee Area 2	\$ 828	
Trustee Area 3	\$ 815	
Trustee Area 5	\$ 792	
Garden Grove Unified School District	\$1,957	
Irvine Unified School District	\$1,508	
Laguna Beach Unified School District	\$ 714	
Los Alamitos Unified School District	\$ 831	
Newport-Mesa Unified School District	\$1,653	\$2,994
Orange Unified School District	\$1,678	
Placentia-Yorba Linda Unified School District	\$1,405	
Saddleback Valley Unified School District	\$1,764	
Santa Ana Unified School District	\$1,393	
Tustin Unified School District	\$1,158	
<u>ELEMENTARY SCHOOL DISTRICTS</u>		
Anaheim City School District	\$1,277	
Buena Park School District	\$ 716	
Centralia School District	\$ 782	
Cypress School District	\$ 761	
Fountain Valley School District	\$ 862	
Fullerton School District	\$1,139	
Huntington Beach City School District	\$1,075	
La Habra City School District	\$ 741	

**SCHOOLS DISTRICTS
DEPOSIT AMOUNT REQUIRED FOR CANDIDATE'S STATEMENT OF QUALIFICATIONS
CONTINUED**

200 Words

400 Words

ELEMENTARY SCHOOL DISTRICTS CONTINUED

Lowell Joint School District	\$ 575
Magnolia School District	\$ 764
Ocean View School District	\$1,060
Savanna School District	\$ 640
Westminster School District	\$ 972

SPECIAL DISTRICTS
DEPOSIT AMOUNT REQUIRED FOR CANDIDATE'S STATEMENT OF QUALIFICATIONS

	<u>200 Words</u>	<u>400 Words</u>
<u>SPECIAL DISTRICTS</u>		
Capistrano Bay Community Services District	\$ 505	
Emerald Bay Service District	\$ 512	
Rossmoor Community Services District	\$ 574	
Surfside Colony Community Services District	\$ 507	
Three Arch Bay Community Services District	\$ 512	
Serrano Water District		
Division 2	\$ 517	
Division 3	\$ 518	
Division 5	\$ 518	
Silverado-Modjeska Recreation and Park District	\$ 517	
Costa Mesa Sanitary District	\$1,114	
Midway City Sanitary District	\$1,084	
Sunset Beach Sanitary District	\$ 514	
Surfside Colony Storm Water Protection District	\$ 507	
El Toro Water District	\$ 829	
Irvine Ranch Water District	\$2,352	
Moulton Niguel Water District		
Division 1	\$ 662	
Division 5	\$ 636	
Division 6	\$ 657	
Division 7	\$ 609	
Santa Margarita Water District	\$1,386	\$2,460
East Orange County Water District	\$ 927	
Rossmoor/Los Alamitos Area Sewer District	\$ 652	
Mesa Consolidated Water District		
Division 1	\$ 603	
Division 2	\$ 608	
Division 3	\$ 632	
South Coast Water District	\$ 731	
Trabuco Canyon Water District	\$ 587	
Yorba Linda Water District	\$ 972	
Orange County Water District		
Division 2	\$1,586	
Division 3	\$1,664	
Division 4	\$1,735	
Division 6	\$1,805	
Municipal Water District of Orange County		
Division 3	\$2,416	
Division 4	\$2,462	
Division 6	\$2,173	
Division 7	\$2,421	
Buena Park Library District	\$ 894	
Placentia Library District	\$ 783	\$1,253

**SCHOOLS AND SPECIAL DISTRICTS
DEPOSIT AMOUNT REQUIRED FOR CANDIDATE'S STATEMENT
OF QUALIFICATIONS**

Any candidate needing information applicable to indigents should check with the Registrar of Voters' office.

***REMEMBER:** Only those State Legislative candidates who have voluntarily agreed to expenditures limits may prepare a Candidate's Statement of Qualifications, not to exceed 250 words.

If the district is shared by more than one county, the deposit amount posted on the Registrar of Voters' website is only for the Orange County portion of the district. If the candidate wishes to have his/her Candidate' Statement printed in another county's Sample Ballot Pamphlet, he/she must also file his/her statement and pay the deposit in that county's elections office.

NOTE: Candidate's Statement of Qualifications cost estimates are calculated using the following assumptions: Two candidates per contest, two 200 word statements per contest, a 24-page Sample Ballot Pamphlet, and a 20% increase in the Sample Ballot Pamphlet order based on registered voter counts from May 9, 2012. **Since the actual costs are based on the actual number of candidates and length of statements, the above amounts are only an estimate. If more candidates prepare statements for the same office, the actual cost per candidate will be less than the deposit amount. If only one candidate prepares a statement for an office, the actual cost of the statement will be significantly higher.**

The actual cost of the statement may also be higher due to increases in sample ballot production costs and printing and the translation into four required languages countywide, as required by federal law. Although the Registrar of Voters attempts to make the closest possible estimates, there are often either increases or decreases in costs for a particular contest. **Bills, if any, or refunds will be made within thirty (30) days of the election.**

If a candidate's contest does not appear on the ballot (due to being a contest whose candidates may be appointed-in-lieu of election if the number of candidates nominated does not exceed the number of candidates to be elected from that district), his/her Candidate's Statement payment will be refunded.

A candidate may withdraw his/her Candidate's Statement by signing and submitting a cancellation notice to the Registrar of Voters no later than 5:00 p.m. on August 13, 2012, the next working day after the close of the nomination period.

**WORD COUNT STANDARD FOR CANDIDATE'S STATEMENT
OF QUALIFICATIONS
(§ 9)**

Each word shall be counted as one word except as specified on this page.

The following are the guidelines for computing the word count:



The title of the office, name, district, age, and occupation lines are not included in the word count –only the text is counted. For voter-nominated offices, the party preference line is also not included in the word count.

Punctuation marks are not included in the word count.

Symbols such as "&" (and), and "#" (number/pound) are not considered punctuation..... each symbol is counted as one word

Dictionary words.....one word

The words "a", "the", "and", and "an" are counted as individual words.

Geographical names -- limited to cities, counties, and states.....one word

Examples: County of Orange, Orange County, San Juan Capistrano, City of Brea

Abbreviations - UCLA, U.C.L.A., PTA, P.T.A., USMC, U.S.M.C.....one word

Acronyms.....one word

Regularly hyphenated words appearing in any generally available standard reference dictionary published in the United States within 10 years preceding the election. Each part of all other hyphenated words shall be counted as a separate word.....one word

Dates - all digits (4/8/98).....one word

Words and digits (April 8,1998).....two words

Whole numbers - Digits (1 or 10 or 100, etc.).....one word

Spelled out (one or ten or one hundred).....each word counts as one word

Names of persons and things.....each word counts as one word

Gus Enright (two words); L.A. Basketball Team (three words)

Numeric combinations (1973, 18 1/2, 1971-73, 5%).....one word

Monetary amounts (if the dollar sign is used with figures - \$1,000).....one word

Spelled out (one thousand dollars).....each word counts as one word

Telephone/fax numbers.....one word

E-mail and web site addresses.....one word

If the text exceeds the word limit, the candidate must delete or change a sufficient number of words, or a sentence, to put the statement within the required word limit before the statement is filed. The candidate should correct any misspellings before the statement is filed. **Other than formatting requirements, your statement will be printed as filed.**

The submitted statement must be typed. No word will be printed in "ALL CAPS", bolding or underlining. Do not use bullet points, stars, asterisks, or numbers that function as bullet points to block-indent paragraphs. However, you may block-indent within the paragraph without using bullets, etc. See "Candidate's Statement Formatting Guidelines" for more information. The scanning equipment

used by the Registrar of Voters' office to produce a camera ready copy for Sample Ballot Pamphlet printing has some limitations; therefore, the style of a Candidate's Statement of Qualifications must conform to the sample you are given.

The Candidate's Statement of Qualifications may make no reference to another candidate. The statement may include a description of the candidate's education and qualifications expressed by the candidate himself/herself.

**THE PRECEDING INFORMATION SHALL NOT APPLY TO COUNTING WORDS FOR
BALLOT DESIGNATIONS UNDER SECTION 13107**

The candidate must sign and date the statement before it is filed. **All statements are confidential until the expiration of the filing deadline.** The candidate is required to pay the estimated cost of the statement and sign a Deposit Agreement at the time the statement is filed. When the statement is filed, a copy of the signed statement and the signed Deposit Agreement will be given to the candidate.

The statement must be filed at the same time that the Declaration of Candidacy is filed. The statement **may be withdrawn, but not changed**, during the period for filing nomination documents and until **5:00 p.m.** of the next working day after the close of the nomination period.

NOTE: A nomination period may be extended because an incumbent, eligible to be elected, failed to file a Declaration of Candidacy. Candidates' Statements of Qualifications for that particular office filed by either candidates prior to the 88th day before the election or during the extended period, may be withdrawn, but not changed, until **August 16, 2012, 5:00 p.m.**

COURT OF APPEAL-4TH DIST., DIV. 3
FILED

MAR 24 1998

Stephen M. Kelly, Clerk
Deputy Clerk

CERTIFIED FOR PUBLICATION

IN THE COURT OF APPEAL OF THE STATE OF CALIFORNIA
FOURTH APPELLATE DISTRICT
DIVISION THREE

JOHN F. DEAN,

Petitioner,

v.

THE SUPERIOR COURT OF
ORANGE COUNTY,

Respondent;

ROSALYN LEVER et al.,

Real Parties in Interest.

G023111

(Super. Ct. No. 791765)

OPINION

Original proceedings; petition for a writ of mandate to challenge an order of the Superior Court of Orange County, John C. Woolley, Judge. Writ issued.

Darryl R. Wold and Reed & Davidson for Petitioner.

No appearance for Respondent.

Mark S. Rosen for Real Party in Interest Darrell Opp.

No appearance for Real Party in Interest Rosalyn Lever.

COPY EXHIBIT D

* * *

Petitioner, a candidate for local office, seeks extraordinary writ relief mandating the Registrar of Voters delete part of an opponent's candidate statement as an impermissible personal attack on petitioner. We issue relief and conclude the superior court erred in not ordering the deletion.

Darrell Opp seeks to unseat the incumbent petitioner, John Dean, as county superintendent of schools in the upcoming June 1998 election. Opp submitted a candidate statement to the Registrar of Voters which began with the following three paragraphs commenting on petitioner: "[¶] The incumbent, John Dean, is failing our schools, our children and the taxpayers. [¶] Under Dean's tenure \$250,000,000 (Two Hundred and Fifty Million!) was borrowed to gamble in the bankrupt Citron investment pool. Dean personally authorized this borrowing. He is one of the few remaining county officials who has not resigned or been removed from office for his role in this fiasco. [¶] Dean's 'leadership' over the last eight years resulted in massive increases in the size of the County bureaucracy. Elected on a platform to cut the county budget, instead his budget has increased from \$64 Million to over \$105 Million."¹

Dean challenged Opp's candidate statement by seeking a writ of mandate in the superior court pursuant to Elections Code section 13313.² That section authorizes the court to mandate amendment or deletion of material in the voter's pamphlet which is "false, misleading, or inconsistent with the requirements of this chapter,"

Dean sought relief on two grounds: (1) deletion of the first three paragraphs (quoted above) "because they consist entirely of material that is not permitted to be included in a candidate's statement" and (2) deletion of four false and misleading

¹ The statement continues with a recitation of Opp's background, his platform for the County Department of Education, and a list of individuals who have endorsed his candidacy.

² All further references are to the Elections Code unless otherwise noted.

sentences in the second and third paragraphs of the statement. The trial court denied the request to delete the first three paragraphs in their entirety, but did direct amendments to the second and third paragraphs.³ The only issue presented here is whether the lower court erred in refusing to delete the first three paragraphs in their entirety.

Section 13307 delineates the contents of a candidate's statement for local office, as well as the procedures for inclusion of such a statement in the voter's pamphlet. In pertinent part, the statute provides: "(a)(1) Each candidate for nonpartisan elective office in any local agency, including any city, county, city and county, or district, may prepare a candidate's statement on an appropriate form provided by the elections official. The statement may include the name, age and occupation of the candidate and a brief description, of no more than 200 words, of the candidate's education and qualifications expressed by the candidate himself or herself. However, the governing body of the local agency may authorize an increase in the limitations on words for the statement from 200 to 400 words. The statement shall not include the party affiliation of the candidate, nor membership or activity in partisan political organizations."

"[T]he interpretation and applicability of a statute is a question of law." (*City of Petaluma v. County of Sonoma* (1993) 12 Cal.App.4th 1239, 1244.) In reviewing petitioner's claim, we are guided by well settled rules of statutory interpretation. The most fundamental of these rules is that where the statute is clear, the "plain meaning" rule applies. The Legislature is presumed to have meant what it said, and the plain meaning of the language governs. (*Great Lakes Properties, Inc. v. City of El Segundo* (1977) 19 Cal.3d 152, 155.) "If the language is clear and unambiguous there

³ The court directed the second paragraph be amended to read: "During Dean's tenure \$250,000,000 (Two Hundred and Fifty Million!) was borrowed to invest in the risky Citron investment pool. Dean should have prevented this borrowing. He is one of the few remaining bankruptcy-era county officials who has not resigned or been removed from office." The court directed the third paragraph amended to read: "Dean's 'leadership' over the last eight years resulted in massive increases in the size of the County Department of Education bureaucracy. Elected on a platform to cut the Department's budget, instead his budget has increased from \$64 Million to over \$105 Million."

is no need for construction, nor is it necessary to resort to indicia of the intent of the Legislature” (*Delaney v. Superior Court* (1990) 50 Cal.3d 785, 798.)

The language of section 13307 is unambiguous. “The statement may include the name, age and occupation of the candidate and a brief description . . . of the candidate’s education and qualifications. . . .” As noted by the Supreme Court in *Clark v. Burleigh* (1992) 4 Cal.4th 474, “[t]he negative implication of this specific list, of course, is that the Legislature did not intend the statutory candidate’s statement to contain any other material: *expressio unius est exclusio alterius*. (Citation omitted.)”⁴ (*Id.*, at p. 489, emphasis in original.)

Opp argues *Clark* is distinguishable because section 13308, which governs *judicial* elections, contains specific limitations prohibiting comments on another candidate’s qualifications, character or activities. *Clark* first found the implied intent to limit the statement from the same words used in the statute we review here. The additional language specific to judicial elections demonstrates additional express intent. But express intent is unnecessary here under the maxim *expressio unius est exclusio alterius*. “The expression of some things in a statute necessarily means the exclusion of other things not expressed.” (*Gikas v. Zolin* (1993) 6 Cal.4th 841, 852, citing *Dyna-Med, Inc. v. Fair Employment & Housing Com.* (1987) 43 Cal.3d 1379, 1391, fn. 13; see also *Lake v. Reed* (1997) 16 Cal.4th 448, 466-467.) Here, the statute expressly authorizes comment’s on one’s own qualifications, to the exclusion of comments on an opponent’s qualifications.

We have received a reply from real party in interest Opp. Further proceedings would add nothing to our review. (See *Palma v. U.S. Industrial Fasteners, Inc.* (1984) 36 Cal.3d 171, 180.) The relevant law and facts are entirely clear. (*Ng v.*

⁴ *Clark* interpreted sections 10012 and 10012.1, the predecessors to sections 13307 and 13308. (See Stats. 1994, ch. 920, § 2.)

Superior Court (1992) 4 Cal.4th 29, 35.) Consequently, additional briefing and oral argument would serve no useful purpose. (*Alexander v. Superior Court* (1993) 5 Cal.4th 1218, 1222-1223.) Moreover, time is of the essence. (See Elec. Code, § 13314, subd. (a)(3).)

Let a peremptory writ of mandate issue directing the Registrar of Voters to delete the first three paragraphs of Opp's candidate statement from the voter's pamphlet and to print the Opp candidate statement in the voter's pamphlet without those three paragraphs. To prevent mootness and to prevent frustration of the relief granted, this court's decision shall be final upon filing of the opinion. (Cal. Rules of Court, rule 24(d).)

SILLS, P. J.

WE CONCUR:

WALLIN, J.

RYLAARSDAM, J.

WRITE-IN CANDIDATES

NEW

A person's name may only be written on the ballot as a write-in candidate for a voter-nominated office at the Presidential Primary Election.

§ 8606

A person's name may be written on the ballot as a write-in candidate for party-nominated/partisan and nonpartisan offices at the Presidential Primary Election and the General Election.

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) Residence address.
- (3) A declaration stating that he/she is a write-in candidate.
- (4) The title of the office for which he/she is running.
- NEW**

(5) The party nomination which he/she seeks, if running in a Primary Election. A candidate need **not** be registered with the party whose nomination he/she is seeking.
- (6) The date of the election.
- (7) For any of the offices described in Section 13.5, a statement that the candidate meets the statutory and constitutional requirements for that office as described in that section.

(b) The requisite number of signatures on the Nomination Papers, if any, required pursuant to section 8062, 10220, or 10510, or in the case of a special district not subject to the Uniform District Election Law (commencing with Section 10500), the number of signatures required by the principal act of the district.

§ 8600

The Statement of Write-in Candidacy form shall be available from the Registrar of Voters on **September 10, 2012**. The statement shall be delivered to the Registrar of Voters no later than the 14th day prior to the election, **October 23, 2012, 5:00 p.m.**

§ 8601

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. In addition, if the candidate is seeking a party nomination for an office, the signers shall also be affiliated with the party whose nomination is sought.

§ 8603

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

§ 8604

No person whose name has been written in upon a ballot for an office at the Primary Election may have his/her name placed upon the ballot as a candidate for that office for the ensuing General Election unless one of the following statements is applicable:

(a) At that Primary Election, the write-in candidate must receive votes for a partisan office equal in number to at least 1 percent of all votes cast for the office at the last preceding General Election at which the office was filled. In the case of an office that has not appeared on the ballot since its creation,

the requisite number of votes shall equal 1 percent of the number of all votes cast for the office that had the least number of votes in the most recent General Election in the jurisdiction in which the write-in candidate is seeking office.

§ 8605(a)

(b) He/she is an independent nominee for a partisan office pursuant to Part 2.

§§ 8300-8550

(c) Write-in candidates for voter-nominated offices can only run in the Primary Election. A write-in candidate from the Primary Election is eligible to have his/her name on the ballot in the General Election only if that candidate is one of the top-two vote getters at the Presidential Primary Election.

§ 8605(c)

CAMPAIGN DISCLOSURE FILING SCHEDULE

(Government Code §§ 81000-91015)

GENERAL ELECTION

SEMI-ANNUAL	JANUARY 1 – JUNE 30, 2012	JULY 31, 2012
1ST PRE-ELECTION	JULY 1 – SEPTEMBER 30, 2012	OCTOBER 5, 2012
2ND PRE-ELECTION	OCTOBER 1 - OCTOBER 20, 2012	OCTOBER 25, 2012
LATE CONTRIBUTION	OCTOBER 21 - NOVEMBER 5, 2012	WITHIN 24 HOURS OF RECEIPT OF \$1,000
SEMI-ANNUAL	OCTOBER 21- DECEMBER 31, 2012	JANUARY 31, 2013

NOTE: If the contest is in a run-off at the General Election, candidates for Orange County Board of Supervisors must also submit a post filing by November 21, 2012, covering the period of October 21, 2012 through November 16, 2012. The semi-annual report filed by January 31, 2013, will cover the period November 17, 2012 through December 31, 2012.

**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 containing 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 the campaign reporting kit for more details.

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

Fair Political Practices Commission
428 J Street, Suite 620
Sacramento, California 95814
1-866-275-3772; www.fppc.ca.gov

ALL CANDIDATES ARE REQUIRED TO FILE CAMPAIGN DISCLOSURE STATEMENTS

For detailed information on Campaign Disclosure Statements, see Campaign Disclosure Manual 2. The manual is prepared by the Fair Political Practices Commission, and it is included in each candidate's campaign reporting kit.

Any individual who intends to be a candidate for elective office shall file a Candidate Intention Statement (Form 501) for the specific 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 one thousand dollars (\$1,000) 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 \$1,000 or more in a calendar year. **Gov't. Code §§ 82013(a), 84101**

If you plan on spending less than one thousand dollars (\$1,000) 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 one thousand dollars (\$1,000) 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 one thousand dollars (\$1,000). The written notification shall revoke the previously filed short form statement. For additional filing obligations, refer to Manual 2 for local office candidates. **Gov't. Code § 84206**

If you have questions concerning campaign disclosure reporting, call (714) 567-7558 for assistance or additional filing forms or contact the Fair Political Practices Commission at its website: www.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.**

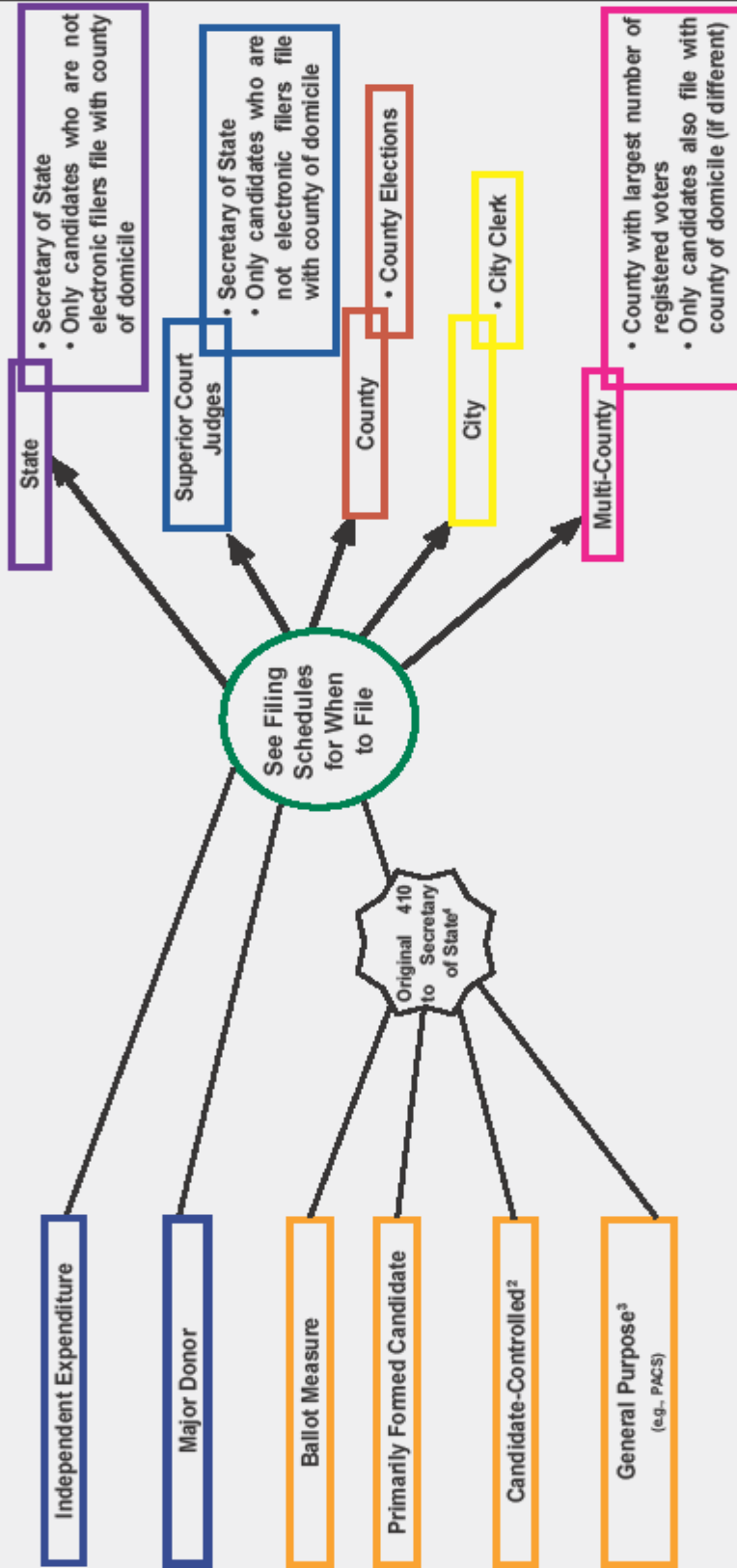
State Legislative Candidates: All candidates for legislative offices who raise or spend \$25,000 or more must file their contribution and expenditure disclosure statements electronically and on paper. Log-on instructions and approved electronic filing vendors are posted on the Political Reform Division's page on the Secretary of State's website at www.sos.ca.gov/prd/prd.htm.

County Candidates and Officers: Section 1-6-32 of the Orange County Campaign Reform Ordinance adopted by the Orange County Board of Supervisors in October of 2008, requires elected County candidates and officers and their committees who must file Campaign Disclosure Statements or reports with the Orange County Registrar of Voters and who receive contributions or loans totaling more than \$25,000 to file their statements and reports electronically and on paper with the Registrar of Voters. This section applies to the following County offices and candidates for those offices: County Supervisor, Sheriff-Coroner, District Attorney, Assessor, Treasurer-Tax Collector, County Clerk-Recorder, Auditor, Public Administrator, and County Superintendent of Schools. To use this system, call (714) 567-7558 to receive your user name and password. Then, you may access the system at ocvote.com/voting/campaign-finance-info/. A user's guide is available on the site.

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 user name and password.

The minimum system requirements include: Any computer with internet access; web browser software such as Internet Explorer (6+), Mozilla Firefox (1+), Netscape (7+), etc. with JavaScript enabled; a compression utility such as WinZip or StuffIt Expander (Windows XP can open zip files without this software); and PDF reader such as Adobe Reader or Foxit Reader. Web browsers, compression utilities and PDF are available free of charge.

Where to File Campaign Reports¹



¹ This flow chart represents the filing locations for Forms 410, 425, 450, 460 and 461. See instructions for filing locations of other campaign forms.

² Cross-filing may be required for candidates controlling more than one committee.

³ Manual under review, pending publication.

⁴ Local committees must also file a copy of the Form 410 with the local filing officer.

California Fair Political Practices Commission

Where to File Campaign Reports

Filing campaign reports is easy!

- The Secretary of State receives each committee's incorporation form, Form 410.
- The Filing Officer of the jurisdiction where the committee spends money receives the standard campaign disclosure statements (Forms 425, 450 or 460).
- The FPPC provides free assistance on how to complete forms, but file the forms as indicated below.

State Elected officials, candidates (including Supreme Court justices, appellate court justices, and superior court judges), and all other state committees file with:

- Secretary of State's Office
- Election office in the county of domicile – *Only applies to state candidate controlled committees that are not E-filers.*

Multi-County Elected officials, candidates, and all other committees in jurisdictions that contain parts of two or more counties file with:

- Election office in the county with the largest number of registered voters.
- Election office in the county of domicile - *Only applies to multi-county candidate controlled committees, if different from the county with the largest number of registered voters.*

County Elected officials, candidates, and all other committees in a single county file with:

- Election office

City Elected officials, candidates, and all committees in a single city file with:

- City Clerk - *This includes elections that may be conducted by the county, but the voting jurisdiction is within a single city.*

www.fppc.ca.gov
1.866.275-3772 or 916.322.5660
FPPC TAD • 025 09-2011

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**

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 sample ballot 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 sample ballot 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 sample ballot 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 thereof. **§ 20009**

ELECTION DAY - POLL WATCHING GUIDELINES

The election process is a public affair 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:

- Poll watchers may not interfere in any way with the conduct of the election or with the vote count following the close of the polls. Any person who interferes with the election or with a voter 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.
- The area between the official table and the voting booths is for voters only and may not be used as an observer post. **§ 14221**
- Poll watchers may not sit at the official table or handle any of the official voting equipment, supplies, or ballots. **§ 14223**

ELECTION DAY - POLL WATCHING GUIDELINES (Continued)

- Poll watchers may not wear candidate badges, discuss candidates, how a voter voted, or bring any campaign material into the polling place. This constitutes electioneering and is illegal. Electioneering may not be conducted within 100 feet of a polling place. The term "100 feet of a polling place" means a distance of 100 feet from the room or rooms in which voters are signing the Roster-Index and casting ballots. Electioneering is defined as the visible display or audible dissemination of information that advocates for or against any candidate or measure on the ballot. The blue "POLLING PLACE 100" signs which are posted outside, indicate the 100 foot boundary for electioneering. Violation of this section is a misdemeanor. **§ 18370**

- No one may be within 100 feet of a polling place while wearing a firearm or a peace officer or security guard uniform except: (1) An unarmed uniformed guard or security personnel who is at the polling place to cast his/her vote; (2) A peace officer who is conducting official business in the course of his/her public employment or who is at the polling place to cast his/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. All ballots are tabulated in the Registrar of Voters' Tally Center located at 1300 S. Grand Ave., Building C, Santa Ana.

The vote counting procedure is open to public viewing. Unofficial results are available throughout the evening of the election in the Registrar of Voters' office 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 visiting our web site at ocvote.com.

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

OUTDOOR ADVERTISING DISPLAY PERMIT APPLICATION



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

JANUARY 2012

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 Government 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 16 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 16 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**

PENAL PROVISIONS

(Continued)

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 16 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 16 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 16 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, 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;
- (d) Do any electioneering. Electioneering is defined as the visible display or audible dissemination of information that advocates for or against any candidate or measure on the ballot.

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**

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 an absentee 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 absentee voter is voting. **§ 18371(a)**

PENAL PROVISIONS

(Continued)

Any person who knowingly violates this section is guilty of a misdemeanor. **§ 18371(b)**

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(c)**

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 § 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 the Map Unit at (714) 567-7586.

REGISTRATION FORMS

For candidates and committees wishing to conduct registration drives to register voters, registration forms are available at the Registrar's 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 can be ordered with the names of all voters in Orange County or just the voters in a particular city or district. Call (714) 567-7615 for more information or go to www.ocvote.com to make your purchase online. Click on "Data Central" under the "Research" column on a menu at the bottom of the page; then click on "Data" at the top of the page; and click on "Order Voter Registration 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 Voter's office or by writing a letter to the Registrar of Voter's 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) 567-7615.

The candidate must complete 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) 567-7615.

VOTE-BY-MAIL BALLOT APPLICATIONS

The Secretary of State shall prepare and distribute to appropriate elections officials a uniform application format for a vote-by-mail voter's ballot which conforms to the requirements of section 3006. All individuals, organizations and groups who distribute applications for a vote-by-mail voter's ballot shall follow this format. **§ 3007**

If you choose to distribute applications for vote-by-mail ballots, you will be asked to complete a Statement of Distribution Plans before receiving a camera-ready copy of the application. You will be given a list of the application requirements and the Elections Code sections covering penal provisions.

IMPORTANT TELEPHONE NUMBERS/WEBSITES

ORANGE COUNTY REGISTRAR OF VOTERS

GENERAL INFORMATION	(714) 567-7600
TDD (Hearing Impaired)	(714) 567-7608
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) 567-7586 (714) 567-7615
CANDIDATE FILING DIVISION (Filing Requirements for Office)	(714) 567-7561
VOTER REGISTRATION DIVISION (Voter Registration Forms, Information)	(714) 567-7569

OFFICE OF THE SECRETARY OF STATE

ELECTIONS DIVISION	(916) 657-2166
FAX (General Information, Filing for State/Federal Offices)	(916) 653-3214
WEBSITE	sos.ca.gov
POLITICAL REFORM DIVISION (Mon - Fri, 8-5) (Committee ID Number, Termination)	(916) 653-6224
FAX	(916) 653-5045

FAIR POLITICAL PRACTICES COMMISSION

TECHNICAL ASSISTANCE DIVISION (Mon -Thurs, 9 - 4)	(866) 275-3772
FAX (Campaign Disclosure, State Contribution Limits, Conflict of Interest Disclosure)	
WEBSITE	fppc.ca.gov
ENFORCEMENT DIVISION (File Complaint under Political Reform Act)	(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 Disclosure, Contributions from National Banks, National Corporations, Foreign Nationals)	(800) 424-9530
WEBSITE	www.fec.gov/