

A photograph of a museum exhibit. In the foreground, a large American flag is displayed, with its red and white stripes and blue field with stars clearly visible. The flag is draped over a wooden structure. In the background, a sign with the words "We the People" is visible, along with other museum displays and a window with a grid pattern.

# **PRESIDENTIAL GENERAL ELECTION**

## **Candidate and Campaign Information Guide**

**El Dorado County Election Department**

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Dear Candidate:

Welcome to the electoral process. Regardless of who wins we hope that this is a positive experience for you.

The Elections Department is dedicated to helping all qualified candidates get their names printed on the ballot and to ensure the election is fair and accurate.

Congratulations on your decision to run for office. This Candidate's Guide has been prepared to assist candidates and committees in preparing for the upcoming election. This guide does not contain all information concerning elections, but a summary of major provisions related to candidates running for office. If you wish to research the laws cited in this booklet, or other laws relating to elections, you will find the code books at local libraries or online at [www.leginfo.legislature.ca.gov](http://www.leginfo.legislature.ca.gov).

My staff has worked to make this booklet as informative as possible and will make every effort to answer your questions. However, law precludes the Registrar of Voters or staff from answering legal questions. This booklet is not intended to be a substitute for legal advice. Candidates are strongly encouraged to consult private legal counsel when legal questions arise.

The best advice I can give to all candidates is FILE EARLY. The filing deadlines are rigid and if you wait until the last moment to file a document containing errors and omissions, one's right to appear on the ballot may be lost. Most errors can be corrected given adequate time.

The Elections Department is open from 8:00 a.m. to 5:00 p.m., Monday through Friday excluding holidays. For further information, please contact Kim Smith at (530) 621-7490.

Best wishes on your campaign,

*Bill O'Neill*

Registrar of Voters

## **WHAT TO EXPECT WHEN YOU FILE**

We have changed the filing process for this election due to COVID-19, social distancing and helping to ensure our staff and the candidates stay as healthy as possible. The following process will be used:

- 1) Download all forms from our website;
- 2) Watch tutorial video on how to complete forms;
- 3) Submit all forms electronically for review (except the Declaration of Candidacy);
- 4) Schedule appointment on the online Self-Serve Calendar

**<http://app.timetrade.com/tc/login.do?url=election.eldorado>**

**All meetings will be via Zoom or phone**

- 5) During appointment, review all documents with our staff for completeness and complete the Declaration of Candidacy. If you do not have access to a computer or printer at home please contact us for alternate arrangements of sending these forms to you: (530)621-7490.

We are here to work with you to process the necessary forms. On average, you can expect this process to take between 20-30 minutes. By filling out the forms ahead of time this will greatly reduce the time with our staff.

The Following forms must be completed and submitted prior to your appointment:

### Required Forms:

- ◆ Candidate Check List
- ◆ Candidate Intention Statement—Form 501
- ◆ Deadline Acknowledgement
- ◆ Candidate Public Information Worksheet
- ◆ Short Form 470
- ◆ Ballot Designation Worksheet—Must be completed prior to filing.
- ◆ Statement of Economic Interest—Form 700
- ◆ Nomination Petitions (Resource Conservation District)

### Optional Forms:

- ◆ Candidate Statement (if applicable)
- ◆ Code of Fair Campaign Practices

Only the DECLARATION OF CANDIDACY (doc) must be signed and submitted in front of an elections official or notary unless otherwise noted. A copy of all the forms can be found on our website: <http://www.edcgov.us/elections>

Once your forms are completed, you can schedule a video conference appointment from our website:

**<https://app.timetrade.com/tc/login.do?url=elections.eldorado>**

During your appointment, you will need the follow items:

◆ Payment for Filing Fee if applicable. We accept:

Cash

Check

Money order

Cashier's Check

Credit Card

## **ELIGIBILITY REQUIREMENTS FOR PUBLIC OFFICES**

### **General Requirements**

“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.” [Elections Code § 201]

A person is disqualified from holding any office upon conviction of designated crimes specified in the Constitution and laws of the State. [Government Code § 1021]

If a candidate is a candidate for a nonpartisan office, all reference to party affiliation shall be omitted on all forms required to be filed. [Elections Code § 8002]

### **County or District Offices in General**

“...A person is not eligible to a county or district office, unless he or she is a registered voter of the county or district in which the duties of the office are to be exercised at the time that nomination papers are issued to the person or at the time of the appointment of the person. The board of supervisors or any other legally constituted appointing authority in a county or district may, if it finds that the best interests of the county or district will be served, waive the requirements of this section or an appointed county or district office.” [Government Code § 24001]

### **Prohibitions**

Neither a candidate nor members of a candidate’s household are eligible to serve as precinct officials or to provide polling place facilities for any election at which the candidate's name appears on the ballot. However, the candidate or members of a candidate’s household may serve as precinct officials or provide polling place facilities outside the candidate’s jurisdiction but within the county.

### **School District Governing Board Member**

Any person, regardless of sex, 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 the school district without further qualifications.

[Education Code § 35107(a)]

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. [Education Code § 35107(b)]

## **THE TOP-TWO PROCESS—HOW IT WORKS**

On June 8, 2010, California Voters approved Proposition 14, which created the “Top-Two Open Primary Act.” The top-two took effect January 1, 2011 and created voter-nominated offices.

The “Top-Two Open Primary Act” requires that only the two candidates for voter-nominated offices who receive the highest and second-highest number of votes cast at the primary election shall appear on the ballot as candidates at the ensuing general election. (Elections Code § 8141.5)

The following are voter-nominated offices:

- Governor
- Lieutenant Governor
- United States Senator
- United States Representative\*\*
- Controller
- Insurance Commissioner
- Board of Equalization
- Secretary of State
- State Senator
- State Assembly\*\*
- State Treasurer
- Attorney general

*\*\* These offices are up for election every two years.*

A nonpartisan office is an office in which no political party nominates a candidate. Judicial, school, county and municipal offices are examples of nonpartisan offices.

### **What does this mean for the Voter?**

For voter-nominated offices, the top two vote-getters from the Primary Election continue on to the General Election, regardless of their party preference. The candidate with the majority of votes (50% of total number cast plus one) in the General Election is the winner of that race.

For nonpartisan office, if no candidate receives a majority of the vote in the Primary, then the top-two vote-getters move on to the General Election.

In the General Election, you may only write-in a qualified candidate’s name in a nonpartisan office only. Write-in votes are not allowed for a voter-nominated candidate at the General Election.

## **NOTE TO CANDIDATES**

The Elections Department has made every attempt to provide the most current and accurate information in this Candidate Handbook. However, the information contained herein is subject to change. It is distributed with the understanding that the Registrar of Voters does not render any legal advice and that this handbook, therefore, is not a substitute for legal counsel. In the case of conflict, the law, regulation, or rule will apply.

Candidates are required to know the qualifications for the office sought. Each candidate certifies upon signing the Declaration of Candidacy, under penalty of perjury, they meet the statutory and/or constitutional qualifications for office including, but not limited to citizenship and residency.

In accordance with the Government Code, if any due date falls on a weekend or holiday, it shall be due the next business day.

## **COVID-19**

In light of COVID-19 and the stay at home order issued by the Governor, the purpose of these new procedures and options for candidates and county elections officials is to maintain health and safety during the candidate filing process.

### **Issuing Candidate Documents**

Elections officials will issue candidate documents in person during available business hours by appointment, via mail, via email, or via website using an encrypted internet security protocol. If a candidate elects to receive the documents via mail, email or website using an encrypted internet security protocol, to meet the requirements of Elections Code section 8028(b), the candidate must provide a written request to receive the documents in an email.

Prior to issuing candidate documents, elections officials shall follow normal procedures and guidelines, such as verification of eligibility for the office sought and collecting the appropriate filing fee. Elections official shall determine the available method(s) for the candidate to submit the applicable filing fee for the office sought.

### **Execution of Candidate Documents**

Any documents that require an oath by the candidate may be executed in the office of the elections official during business hours, by appointment, or via an online video conferencing service or by notary.

### **Receipt of Candidate Documents and Filing Deadlines**

A candidate may electronically submit their completed documents to the elections official so the elections official may begin the review and verification process as soon as is practicable. However, in order to be a qualified candidate for the office in which they seek, the completed documents with original signatures must be received by the election official by the close of the nomination period for that particular office.

To submit the original documents, the candidate may submit those documents to the office of the elections official during available business hours, by appointment, via mail or other delivery service.

## **COVID-19—Continued**

### **Reminder to Candidates**

The candidate must acknowledge receipt of the written guidance in the manner provided by the elections official. A candidate who has elected to submit their candidate documents electronically, so the candidate filing process may begin, must be made aware that they must submit the original documents to the elections official in a manner that will ensure that those original documents are in the possession of the elections official prior to the close of the nomination period. Any candidate who fails to timely submit the candidate documents with original signatures by the close of the nomination period will not be included on the ballot for that office.

**Note:** It is recommended that Candidate Statement of Qualifications (optional) be done in a word document and submitted electronically. Statements can be submitted at any time for review only. Final submission of statements will be reviewed again when submitted with payment. Preferable method of payment is by check, money order or credit card.

**APPOINTMENTS FOR FILING ARE AVAILABLE AND HIGHLY RECOMMENDED**

**ALLOW 20-30 MINUTES FOR FILING FOR CANDIDACY**

**TO SCHEDULE**

**VISIT THE CANDIDATE SELF-SERV CALENDAR AT**

**<http://www.edcgov.us/elections>**

**or contact**

**Kim Smith (530) 621-7490 or [kim.smith@edcgov.us](mailto:kim.smith@edcgov.us)**

IMPORTANT CONTACT INFORMATION

County of El Dorado

Registrar of Voters

2850 Fairlane Court—Building C, Basement

PO Box 678001

Placerville, CA 95667

(530)621-7480

Fax: (530)626-5514

Www.edcgov.us/government/elections

General Information .....	(530) 621-7480
Absentee Voting .....	(530) 621-7480
Candidate Filing .....	(530) 621-7490
Campaign Disclosures .....	(530) 621-7490
Statement of Economic Interest .....	(530) 621-7490
Precinct Officers .....	(520) 621-7471
Polling Places .....	(530) 621-7486
Mapping Information .....	(530) 621-7486
Purchase of Voter Data Files, etc. ....	(530) 621-7493
Obtaining Election Night Returns .....	(530) 621-7493

**State of California Offices**

**Secretary of State—Political Reform Division**

1500—11 Street, 4th Floor, Room 495

Sacramento, CA 95814

Phone (916) 653-6224

Website: www.sos.ca.gov

**Secretary of State—Elections Division**

1500—11th Street, 5th Floor

Sacramento, CA 95814

Phone (916) 657-2166 Fax (916) 653-3214

Website: www.sos.ca.gov

**Fair Political Practices Commission**

1102 Q Street, Suite 3000, Sacramento, CA 95811

Phone (916) 322-5660 Fax (916) 322-0886

Toll-Free (866) 275-3772 Website: www.fppc.ca.gov

## **WHO YOU GONNA CALL?**

In response to the many inquiries we receive regarding possible election violations or fraud, we have the following list of resources regarding whom to contact for the various types of violations. The El Dorado County Elections Department is **NOT** an enforcement agency and is therefore unable to investigate any violations. When our office receives reports of violations, we refer them to the agencies listed below:

- False or misleading campaign materials (No agency enforcement. These issues are dealt with in court);
- Violations of the Political Reform Act (Title 9 of the California Government Code at Sections 8100 through 91015), i.e. mass mailing requirements; slate mailers; campaign disclosure; proper use of campaign funds; disclosure of economic interests: contact the Fair Political Practices Commission at [www.fppc.ca.gov](http://www.fppc.ca.gov), (866)275-3772;
- Election fraud: contact your local district attorney, (530)621-6472, or the California Secretary of State at [www.sos.ca.gov](http://www.sos.ca.gov), (916)657-2166;
- Unlawful use of public funds, violations of the Elections Code, the Penal Code, or any laws other than the Political Reform Act: contact your local district attorney, (530)621-6472, or the California State Attorney General at [www.oag.ca.gov](http://www.oag.ca.gov), (800)952-5225;
- Federal campaigns, Congress, U.S. Senate, President of the United States, etc.; contact the Federal Election Commission at [www.fec.gov](http://www.fec.gov), (800)424-9530;
- Open meeting laws (Brown Act): contact your local district attorney, (530)621-6472, or the California State Attorney General at [www.oag.ca.gov](http://www.oag.ca.gov), (800)952-5225;
- Local ordinances: contact your local city attorney or district attorney, (530)621-6472;

Vandalism concerning campaign signs contact local City Attorney (530)642-5200 or  
District Attorney (530)621-6472.

## **INCOMPATIBILITY OF OFFICES**

The Political Reform Act does not prohibit any office holder from holding multiple public offices or seeking more than one elective office. For example, a deputy district attorney can hold the office of city council member, or a water board director may also be elected to a park and recreation district. There are, however, instances of holding more than one office that are considered incompatible.

There is no single statute that defines “incompatibility of offices”. The common law doctrine of incompatibility of offices, however, prevents an elected official from holding two offices simultaneously **if the offices have overlapping and conflicting public duties.**

The courts have defined this concept as follows: “One individual may not simultaneously hold two public offices where the functions of the offices concerned are inherently inconsistent, as where there are conflicting interests, or where the nature of the duties of the two offices is such as to render it improper due to considerations of public policy for one person to retain both.”

The state of California Attorney General’s Office has issued many opinions of particular compatibility questions.

Here are six examples of incompatible offices:

- The offices of city councilman and school district board member where the city and the school district have territory in common;
- Fire chief of a county fire protection district and member of the board of supervisors of the same county;
- High school district trustee and trustee of an elementary school district which is wholly within the geographic;
- Boundaries of the high school district;
- Water district director and a city council member;
- Water district director and a school district trustee having territory in common;
- Deputy sheriff and county supervisor.

If you have a question about whether two public offices which you hold or seek to hold would be considered incompatible, contact the Attorney General’s office at (916) 324-5437 or visit their website, [www.oag.ca.gov](http://www.oag.ca.gov). For further information about conflict of interest or incompatibility of offices, contact the Fair Political Practices Commission’s website at [www.fppc.ca.gov](http://www.fppc.ca.gov), or phone toll free 1-866-275-3772.

E.C. 8003. This chapter does not prohibit the independent nomination of candidates under Part 2 (commencing with Section 8300), subject to the following limitations:

(a) A candidate whose name has been on the ballot as a candidate of a party at the direct primary and who has been defeated for that party nomination is ineligible for nomination as an independent candidate. He is also ineligible as a candidate named by a party central committee to fill a vacancy on the ballot for a general election.

(b) No person may file nomination papers for a party nomination and an independent nomination for the same office, or for more than one office at the same election.



**CANDIDATE QUICK REFERENCE CALENDAR  
GENERAL ELECTION  
NOVEMBER 3, 2020**

**LOCAL CANDIDATES**

July 28, 2020	Change of Candidate Designation on ballot (Run-Off seats)
July 13—August 7, 2020	Declaration of Candidacy
	<ul style="list-style-type: none"><li>• Candidate Intention Statement 501</li><li>• Candidate Worksheet</li><li>• Code of Fair Campaign Practices (optional)</li><li>• Ballot Designation Worksheet</li><li>• Candidate Statement of Qualifications</li><li>• Statement of Economic Interest (Form 700)</li></ul>

(The above documents will be available on the Elections website middle of June 2020)

August 7, 2020	Last day to file Declaration of Candidacy or withdraw—by 5pm
August 10, 2020	Last day to withdraw Candidate Statement
August 8— 12, 2020	Extension of Nomination Period—If required check with office
August 13, 2020	Last day to withdraw Candidate Statement (Extension)
August 12, 2020	Notice of whether election will be held

Visit [www.fppc.ca.gov](http://www.fppc.ca.gov) for Campaign Filing Deadlines

APPOINTMENTS FOR THE FILING PERIOD ARE RECOMMENDED

Please Contact the following for questions and scheduling or visit our website for the Candidate Self-Serve Calendar

[Http://www.edgov.us/elections](http://www.edgov.us/elections)

Kim Smith

Candidate/Campaign Filing Officer

[Kim.smith@edcgov.us](mailto:Kim.smith@edcgov.us) or (530)621-7490



**GENERAL ELECTION  
NOVEMBER 3, 2020**

**CANDIDATE CALENDAR**

The information contained in this calendar is the research and opinions of the County of El Dorado Elections' staff. Any questions regarding legal interpretations contained herein should be reviewed with the appropriate

DATE	RESPONSIBLE PARTY	DESCRIPTION
July 1* (125)	District Secretary	<p><b>DELIVER NOTICE OF ELECTION AND MAP OF DISTRICT</b> (E.C. §§ 10509, 10522)</p> <p>A notice containing the elective offices to be filled is due and specify, if any are for unexpired terms to the Registrar of Voters. The notice shall include whether the district or candidate will pay for the Candidate Statement, bear the secretary's signature and the district seal. The District Secretary shall also deliver a map showing the current boundaries of the district and divisions, if any. The District Secretary should also notify the Registrar of Voters if the District will be placing a measure on the ballot.</p>
July 30	Candidates/ Committees	Statement covers transactions through July 30. Statements must be sent by personal delivery or first class mail.
July 28 (98)	Candidates	<p><b>CHANGE OF CANDIDATE DESIGNATION ON BALLOT</b> (E.C. § 13107)</p> <p>Last day for any nominated candidate to change his or her ballot designation from the March Primary, upon filing a written request with Registrar of Voters.</p>
July 6 – August 5 (120 – 90)	Registrar of Voters/ District Secretary	<p><b>PUBLISH NOTICE OF ELECTION</b> (E.C. §§ 12112, 12113)</p> <p>Publish a single Notice of Election between these dates containing the following:</p> <ul style="list-style-type: none"> <li>✓ Date of Election</li> <li>✓ Name of each office for which candidates may file</li> <li>✓ Qualifications required for each office</li> <li>✓ Location where Declaration of Candidacy may be obtained</li> <li>✓ Date and time after which no Declaration of Candidacy may be accepted for filing</li> <li>✓ Office in which completed declarations are to be filed</li> <li>✓ Statement that appointment(s) to office will be made if there are insufficient nominees and no petition is filed requesting the election be held</li> </ul>

DATE	RESPONSIBLE PARTY	DESCRIPTION
<p>July 13 – August 7 (113 – 88)</p>	<p>Candidates/ Registrar of Voters/ District Secretary</p>	<p><b>OBTAIN AND FILE DECLARATION OF CANDIDACY</b> (for non-primary candidates only) (E.C. §§ 10510, 13107, 13107.3)</p> <p>Between these dates a candidate may obtain and file a Declaration of Candidacy with the Registrar of Voters. The ballot designation worksheet must be filed at the same time as the Declaration of Candidacy.</p> <p>The Registrar of Voters will issue the Declaration of Candidacy.</p> <p>A Declaration of Candidacy may not be withdrawn after 5 p.m. on August 7.</p>
<p>July 13- August 7 (113-88)</p> <p>August 8- August 17 (87-78)</p>	<p>Candidates/ Registrar of Voters/ District Secretary</p>	<p><b>CANDIDATE STATEMENT</b> (E.C. §§ 10540, 13307, 13309, 13311, 18351)</p> <p>Candidates may file a candidate statement with the Registrar of Voters no later than 5 p.m. on August 7, or at the time of filing the Declaration of Candidacy, whichever occurs first. Candidate statements are confidential until the deadline for filing has passed.</p> <p><b>PUBLIC EXAM OF CANDIDATE STATEMENTS</b> (E.C. § 13313)</p> <p>During this 10-day period the Registrar of voters will make candidates' statements available for public examination.</p>
<p>July 13 – August 7 (113-88)</p>	<p>Candidates/ Registrar of Voters</p>	<p><b>STATEMENT OF ECONOMIC INTEREST</b> (G.C. §§ 87200 et seq., 87300 et seq.)</p> <p>A Statement of Economic Interests must be filed for all candidates with the Registrar of Voters by the close of the nomination period.</p>
<p>July 13 – August 7 (113-88)</p>	<p>Candidates/ Registrar of Voters/ District Secretary</p>	<p><b>CODE OF FAIR CAMPAIGN PRACTICES</b> (E.C. § 20400 et seq.)</p> <p>Candidates are issued the Code of Fair Campaign Practices at the same time nomination papers are issued. Filing is voluntary and may be filed any time prior to the election; the form is available for public inspection until 30 days after the election.</p>
<p><b>August 7 (88) 5:00pm</b></p>	<p>Candidates/ Registrar of Voters</p>	<p><b>LAST DAY TO FILE DECLARATION OF CANDIDACY OR WITHDRAW CANDIDACY</b> (E.C. § 10510)</p> <p>Last day for candidates to file their Declarations of Candidacy and Candidate Statements with the Registrar of Voters no later than 5 p.m. (unless there is an extension of the nomination period). Last day to withdraw candidacy unless there is an extension.</p>

DATE	RESPONSIBLE PARTY	DESCRIPTION
August 10 (85)	Candidates/ Registrar of Voters	<p><b>LAST DAY TO WITHDRAW CANDIDATE STATEMENT</b> (E.C. § 13307)</p> <p>Last day to withdraw candidate statement, unless there is an extension of the nomination period. Withdrawal of candidate statement must be in writing.</p>
August 8- August 12 (87-83)	<b>NOTE</b>	<p><u>If the incumbent does not file by 5 p.m. on the last day of the nomination period (August 7), any eligible person, other than the incumbent, shall have until 5 p.m. on August 12 to file a Declaration of Candidacy, Candidate Statement and Statement of Economic Interests. The nomination extension does not apply where no incumbent to be elected. If this section is applicable, a candidate may withdraw his or her Declaration of Candidacy up until 5 p.m. on August 12.</u></p>
August 13 (82)	Candidates/ Registrar of Voters/ District	<p><b>LAST DAY TO WITHDRAW CANDIDATE STATEMENT (EXTENSION)</b> (E.C. §§ 10516, 13307)</p> <p>In the event there is an extension of the nomination period, candidates may have until 5 p.m. on August 13 to withdraw their candidate statement. Withdrawal must be in writing.</p>
August 12 (83)		<p><b>STATEMENT OF ECONOMIC INTEREST (EXTENSION)</b> (G.C. §§ 87200 et seq., 87300 et seq.)</p> <p>A Statement of Economic Interests must be filed for all candidates with the Registrar of Voters by the close of the nomination period</p>
August 13 – 22 (82-73)		<p><b>PUBLIC EXAM FOR CANDIDATE STATEMENTS (EXTENSION)</b> (E.C. § 13313)</p> <p>During this 10-day period the Registrar of Voters will make candidates' statements available for public examination.</p>
August 12 (83)	Registrar of Voters / Board of Supervisors	<p><b>NOTICE OF WHETHER ELECTION WILL BE HELD</b> (E.C. § 10515)</p> <p>If there are insufficient nominees for the offices to be filled, and a petition requesting the election be held has not been presented to the officer conducting the election, then the election shall not be held.</p> <p>The Registrar of Voters shall request the Board of Supervisors to appoint the qualified candidate(s) to such office. If there are no candidates, the Board shall appoint a qualified person to each office. Persons appointed shall qualify, and serve as if elected.</p>

DATE	RESPONSIBLE PARTY	DESCRIPTION
Sep 8 - Oct. 20 (57 - 14)	Candidates/ Registrar of Voters	<p><b>NOMINATION PERIOD FOR WRITE-IN CANDIDATES</b> (E.C. § 8600 et seq.)</p> <p>Nomination papers for write-in candidacy will be available beginning September 8 and must be filed with the Registrar of Voters no later than 5 p.m. on October 20.</p>
Sep 20 - 24 (44 - 40)	Candidates/ Committees/ Registrar of Voters	<p><b>FILING PERIOD FOR FIRST PRE-ELECTION CAMPAIGN DISCLOSURE STATEMENT</b> (G.C. §§ 84200.5, 84200.7(b))</p> <p>Filing period for 1<sup>st</sup> pre-election campaign statement covers transactions July 1 through Sept. 19. Statements must be sent by personal delivery or first class mail.</p>
Oct 18 - 22 (16 - 12)	Candidates/ Committees/ Registrar of Voters	<p><b>FILING PERIOD FOR SECOND PRE-ELECTION CAMPAIGN DISCLOSURE STATEMENT</b> (G.C. §§ 84200.5, 84200.7)</p> <p>Filing period for 2<sup>nd</sup> pre-election campaign statement covers transactions Sept. 20 through October 17. Statements must be sent by personal delivery or guaranteed overnight delivery.</p>
January 1 – 31	Candidates/ Committees/ Registrar of Voters	<p><b>FILING PERIOD FOR SEMI-ANNUAL CAMPAIGN DISCLOSURE STATEMENT</b> (G.C. § 84200)</p> <p>Statement covers transactions through December 31. Statements must be sent by personal delivery or first class mail.</p>

*Revised 01/30/2020*

**Please Note**

Following are samples of the filing documents with the exception of the Declaration of Candidacy.  
These are samples only and not intended to be used for submitting Nomination Documents

# Candidate Intention Statement

Date Stamp	<b>CALIFORNIA FORM 501</b> For Official Use Only
------------	---

Check One:  Initial  Amendment (Explain) \_\_\_\_\_

## 1. Candidate Information:

NAME OF CANDIDATE (Last, First, Middle Initial) \_\_\_\_\_ DAYTIME TELEPHONE NUMBER ( ) ( ) \_\_\_\_\_ FAX NUMBER (optional) \_\_\_\_\_ EMAIL (optional) \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

OFFICE SOUGHT (POSITION TITLE) \_\_\_\_\_ AGENCY NAME \_\_\_\_\_ DISTRICT NUMBER, if applicable:  NON-PARTISAN OFFICE  PARTY PREFERENCE: \_\_\_\_\_  
 State (Complete Part 2.)  City  County  Multi-County: \_\_\_\_\_ (Name of Multi-County Jurisdiction) \_\_\_\_\_ (Year of Election) \_\_\_\_\_  
 PRIMARY / GENERAL  SPECIAL / RUNOFF

## 2. State Candidate Expenditure Limit Statement:

*(CalPERS and CalSTRS candidates, judges, judicial candidates, and candidates for local offices do not complete Part 2.)*

*(Check one box)*  
 I accept the voluntary expenditure ceiling for the election stated above.  
 I do not accept the voluntary expenditure ceiling for the election stated above.  
 Amendment:  
 I did not exceed the expenditure ceiling in the primary or special election held on: \_\_\_\_/\_\_\_\_/\_\_\_\_ and I accept the voluntary expenditure ceiling for the general or special run-off election.

*(Mark if applicable)*  
 On \_\_\_\_/\_\_\_\_/\_\_\_\_, I contributed personal funds in excess of the expenditure ceiling for the election stated above.

## 3. Verification:

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on \_\_\_\_\_ (month, day, year) Signature \_\_\_\_\_ (Candidate)

# COUNTY OF EL DORADO

## REGISTRAR OF VOTERS

Bill O'Neill



2850 Fairlane Court  
PO Box 678001  
Placerville CA 95667  
www.edcgov.us/elections/  
Phone: 530.621.7480 Fax: 530.626.5514  
Linda Webster - Assistant Registrar of Voters

TO: Candidates for November 3, 2020 Election  
RE: Candidate Filing

In light of COVID-19 and stay at home orders candidates have options for receiving candidate documents and submission of completed candidate filing documents.

Prior to issuing documents an election official shall verify the eligibility of the candidate for the office sought.

Any documents that require an oath by the candidate may be executed in the presence of a notary, in the office of the election official during available business hours, by appointment, or via zoom (online video conferencing service).

### Receipt of Candidate Documents and Filing Deadlines.

A candidate may electronically submit their completed documents to the elections official so that the elections official may begin the review and verification process as soon as practicable. However, in order to be a qualified candidate for the office in which you are seeking, **the completed documents with original signatures must be received by the elections official by the close of the nomination period for the office sought. The dates can be found on the following calendars.**

(Check the box that represents how you want to received your nomination documents)

- In person by appointment
- Mail
- Email
- Website

I \_\_\_\_\_, am filing for a seat with the \_\_\_\_\_  
Print Name District

and my address is \_\_\_\_\_ in El Dorado County.  
Address

I acknowledge that all completed documents with original signatures must be received by the elections official by the close of the nomination period for the office sought.

\_\_\_\_\_, \_\_\_\_\_, 2020 and \_\_\_\_\_  
Signature Date Email address

## Candidate Checklist – November 3, 2020

Listed below is a description of the various mandatory and optional forms to be filed for candidates running for seats in the November 3, 2020 Election. It is the obligation of the candidate, incumbents and challengers, to ensure that filing requirements and deadlines have been met. The County Election Officials urges all candidates to file the required documents as early as possible to avoid a last-minute rush, confusion or misunderstanding. Additionally, the Elections Officials recommends that the candidate file all documents personally.

Candidates for city council seats must contact their respective City Clerk for Candidate filing requirements.

Document	Applies to	Filing Period	Filed
Candidate Checklist	All Candidates – incumbents and challengers	July 13 – Aug. 7 (E-113 to E-88)	
Candidate Intention Statement – Form 501	File Form 501 before you solicit or receive any contributions or before you make expenditures from personal funds on behalf of your candidacy. This form is considered filed the date it is postmarked or hand delivered.	Prior to soliciting	
Candidate Public Information Worksheet	All Candidates – incumbents and challengers	July 13 – Aug. 7 (E-113 to E-88)	
Short Form 470	Officeholders and candidates who: <ul style="list-style-type: none"> <li>do not have a controlled committee;</li> <li>do not anticipate receiving contributions totaling \$2,000 or more during the calendar year;</li> <li>and do not anticipate spending \$2,000 or more during the calendar year.</li> </ul>	July 13 – Aug. 7 (E-113 to E-88)	
Form 470 Supplement	Officeholder or candidate when: <ul style="list-style-type: none"> <li>for an election year and later receives contributions totaling \$2,000 or more or makes expenditures totaling \$2,000 or more during the same calendar year</li> </ul>	Due within 48 hours	
Nomination Documents for Candidates	All Candidates – incumbents and challengers	July 13 – Aug. 7 (E-113 to E-88)	
Candidate's Statement of Qualifications	Optional for all candidates.  Candidates for county offices in runoffs and nominees for State Senate or state Assembly who have accepted the Prop. 34 campaign expenditure limits	For November election nominees by 5pm on Aug. 7	
Ballot Designation Worksheet	Optional for all candidates.  Three words or less that appear underneath candidates name on ballot <ul style="list-style-type: none"> <li>vocation, occupation or profession</li> </ul>	July 13 – Aug. 7 (E-113 to E-88)	
Statement of Economic Interest – Form 700	All Candidates – incumbents and challengers	July 13 – Aug. 7 (E-113 to E-88)	

Continued

## Candidate Checklist – Continued

Document	Applies to	Filing Period	Filed
Code of Fair Campaign Practices	Optional for all Candidates	July 13 – Aug. 7 (E-113 to E-88)	
Nomination Papers ➤ Resource Conservation Districts	All Candidates – incumbents and challengers <ul style="list-style-type: none"> <li>Signatures of at least 5 landowners of the district</li> </ul>	July 13 – Aug. 7 (E-113 to E-88)	
Nomination Document Extension	If the incumbent does not file by 5pm on the last day of the nomination period, any eligible person, other than the incumbent, shall have until 5pm on August 12 <sup>th</sup> to file Declaration of Candidacy, Candidate Statement and Statement of Economic Interest.  The nomination extension does not apply where no incumbent to be elected	Aug. 8 – Aug. 12 (E-87 to E-83)	

## Candidate Checklist – November 3, 2020

Document	Applies to	Filing Period	Filed
Statement of Organization Recipient Committee – Form 410	Officeholder, candidate, organizations, groups, or other entities that raise contributions from others totaling \$2,000 or more in a calendar year to spend on California elections	Refer to the FPPC Filing Schedule for November 3, 2020	
Recipient Committee Campaign Statement – Form 460	Candidates, Officeholders and their Controlled Committees	Refer to the FPPC Filing Schedule for November 3, 2020	
Contribution Report – Form 497	Candidates and certain committees that make or receive contributions that total in the aggregate \$1,000 or more in the 90 days before or on the date of an election  State candidates and state primarily formed ballot measure committees that file electronically and receive a contribution of \$5,000 or more at any time other than a 90 day election cycle  State recipient committees that file electronically and make contributions totaling \$5,000 or more to a state ballot measure committee.  Certain recipient committees that make contributions totaling \$5,000 or more to support or oppose the qualification of a local ballot measure		
10-day Independent Expenditure Report – Form 496	Refer to instruction pages	24 hours	



# CANDIDATE PUBLIC INFORMATION WORKSHEET

## County of El Dorado PERMISSION TO POST PERSONAL INFORMATION ON ELECTION DEPARTMENT'S WEBSITE (Government Code §6254.21)

PLEASE PRINT CLEARLY

\_\_\_\_\_  
Candidates Name (How you request to have it appear on Nomination Documents)

\_\_\_\_\_  
Office Sought (Including district, division, or trustee area number if applicable)

**PLEASE COMPLETE THIS FORM FULLY.** Check mark the boxes for the contact information you would like us to release to the public. *Candidates must release at least one address (with the exception of judges) and one phone number to the public.*

I give permission to post information on the website.

I do not give permission to post information on the website.

(Permission to the El Dorado County Elections Department to post the information listed below on the Department's website at [www.edcgov.us/Elections](http://www.edcgov.us/Elections) for the Consolidated General Election to be held November 3, 2020).

\_\_\_\_\_  
Residence Street Address (required) City Zip

\_\_\_\_\_  
Mailing Address City Zip

\_\_\_\_\_  
Campaign Address City Zip

\_\_\_\_\_  \_\_\_\_\_  \_\_\_\_\_  
Daytime Telephone Number Evening Telephone Number Campaign Telephone Number

\_\_\_\_\_  \_\_\_\_\_  
Fax Telephone Number Cell Telephone Number

\_\_\_\_\_  \_\_\_\_\_  
Email Address Website Address

\_\_\_\_\_  
Candidates Signature

\_\_\_\_\_  
Date

**Officeholder and Candidate  
Campaign Statement -  
Short Form**

Date Stamp   	<b>CALIFORNIA 470 FORM</b> For Official Use Only
------------------------	---

Date of election if applicable: (Month, Day, Year) _____	<input type="checkbox"/> <b>Amendment</b> (Explain Below) _____ _____
--	---

**1. Statement Covers Calendar Year 20** \_\_\_\_\_ .

**2. Officeholder or Candidate Information**  
 NAME OF OFFICEHOLDER OR CANDIDATE \_\_\_\_\_

**3. Office Sought or Held**  
 OFFICE SOUGHT OR HELD \_\_\_\_\_

STREET ADDRESS _____	JURISDICTION (LOCATION) _____	DISTRICT NUMBER (IF APPLICABLE) _____
CITY _____	STATE _____	ZIP CODE _____
AREA CODE/DAYTIME PHONE NUMBER _____		
OPTIONAL: FAX / E-MAIL ADDRESS _____		

**4. Committee Information**  
 List all committees of which you have knowledge that are primarily formed to receive contributions or to make expenditures on behalf of your candidacy.

COMMITTEE NAME AND ID. NUMBER	COMMITTEE ADDRESS	NAME OF TREASURER

**5. Verification**  
 I declare under penalty of perjury that to the best of my knowledge I anticipate that I will receive less than \$2,000 during the calendar year and that I have used all reasonable diligence in preparing this statement. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on \_\_\_\_\_ DATE  
 By \_\_\_\_\_ SIGNATURE OF OFFICEHOLDER OR CANDIDATE

Clear Form

Print Form



**County of El Dorado**  
**BALLOT DESIGNATION WORKSHEET**

(Elections Code §§ 13107, 13107.3, 13107.5; California Code of Regulations § 20711)

This entire form **must be completed**, or it will not be accepted and you will **not** be entitled to a ballot designation. **DO NOT LEAVE ANY RESPONSE SPACES BLANK**. If information requested is not applicable, please write "N/A" in the space provided, otherwise the information **MUST** be provided. **UPON FILING, THIS WORKSHEET WILL BE A PUBLIC RECORD.**

<b>Candidate Information</b>	<b>1</b>	Candidate Name: _____	Gender (optional, for translation use only): _____
		Office: _____	Email: _____
		Home Address: _____	
		Mailing Address: _____	
		Business Address: _____	
		Phone Number(s) Business: _____	Home/Mobile: _____

<b>Attorney Information</b>	<b>2</b>	Attorney Name (or other person authorized to act on your behalf): _____		
		Address: _____		
		Phone Number(s) Business: _____	Mobile: _____	Fax: _____

**You may select as your ballot designation one of the following designations:**

- (a) Your current principal profession(s), vocation(s), or occupation(s) [maximum total of three words, separated by a slash ("/)].
- (b) The full title of the public office you currently occupy and to which you were elected.
- (c) "Appointed [full title of public office]" if you currently serve by appointment in an elective public office and are seeking election to the same office or to some other office.
- (d) "Incumbent" if you were elected (or, if you are a Superior Court Judge, you are a candidate for the same office that you hold) to your current public office and seek election to the same office.
- (e) "Appointed Incumbent" if you were appointed to your current elective public office and seek election to the same office.

<b>Proposed Ballot Designation(s)</b>	<b>3</b>	Proposed Ballot Designation(s): _____
		Alternate Ballot Designation(s) 1: _____
		Alternate Ballot Designation(s) 2: _____

**In the spaces provided on the next page(s):**

- (a) Describe why you believe you are entitled to use the proposed ballot designation.
- (b) If your proposed ballot designation contains one or more slashes ("/) separating words in your ballot designation for separate principal profession(s), vocation(s), or occupation(s) (collectively known as "PVOs"), complete a justification section for each separate PVO.
- (c) Attach any documents or exhibits that you believe support your proposed ballot designation.
- (d) If using the title of an elective office, attach a copy of your certificate of election or appointment.
- (e) Any supporting documents will not be returned to you. **Do not submit originals.**

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

If your proposed ballot designation includes the word "volunteer," indicate the title of your volunteer position and the name of the entity for which you volunteer along with a brief description of the type of volunteer work you do and the approximate amount of time involved. You may only use the ballot designation "community volunteer" if you volunteer for a 501(c)(3) charitable, educational, or religious organization, a governmental agency or an educational institution. You may not use "community volunteer" together with another designation.



**County of El Dorado  
BALLOT DESIGNATION WORKSHEET**

If your proposed ballot designation contains **one or more slashes ("/")** separating multiple principal profession(s), vocation(s), or occupation(s) (collectively known as "PVOs"), **complete a justification section for each separate PVO.**

**Justification for use of Proposed Ballot Designation(s)**  
If you are proposing alternate ballot designations, please provide justification for use of those on Page 3.

<b>4</b>	<b>Justification for use of 1<sup>st</sup> PVO:</b>		
	Current or most recent job title:		Start/End Dates:
	Employer Name or Business:		
	<b>Person who can verify this information:</b>		
	Name:	Phone Number(s):	Email:
	<b>Justification for use of 2<sup>nd</sup> PVO:</b>		
	Current or most recent job title:		Start/End Dates:
	Employer Name or Business:		
	<b>Person who can verify this information:</b>		
Name:	Phone Number(s):	Email:	
<b>Justification for use of 3<sup>rd</sup> PVO:</b>			
Current or most recent job title:		Start/End Dates:	
Employer Name or Business:			

**Before signing below, answer/initial the following questions. Does your proposed ballot designation:**

- |     |  |  |               |
|-----|--|--|---------------|
| 1)  | Use only a portion of the title of your current elected office?  | <input type="checkbox"/> Yes <input type="checkbox"/> No | Initial _____ |
| 2)  | Non-judicial candidates: Use only the word "Incumbent" for an elective office to which you were appointed?                   | <input type="checkbox"/> Yes <input type="checkbox"/> No | Initial _____ |
| 3)  | Use more than three total words for your principal professions, vocations, or occupations?                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No | Initial _____ |
| 4)  | Suggest an evaluation of you, such as outstanding, leading, expert, virtuous, or eminent?                                    | <input type="checkbox"/> Yes <input type="checkbox"/> No | Initial _____ |
| 5)  | Refer to a status (Veteran, Activist, Founder, Scholar), rather than a profession, vocation, or occupations?                 | <input type="checkbox"/> Yes <input type="checkbox"/> No | Initial _____ |
| 6)  | Abbreviate the word "retired"?   | <input type="checkbox"/> Yes <input type="checkbox"/> No | Initial _____ |
| 7)  | Place the word "retired" after the words it modifies? Example: Accountant, retired   | <input type="checkbox"/> Yes <input type="checkbox"/> No | Initial _____ |
| 8)  | Use an word or prefix (except "retired") such as "former" or "ex-" to refer to a former profession, vocation, or occupation? | <input type="checkbox"/> Yes <input type="checkbox"/> No | Initial _____ |
| 9)  | Use the word "retired" along with a current profession, vocation, or occupation? Example: Retired Firefighter/Teacher        | <input type="checkbox"/> Yes <input type="checkbox"/> No | Initial _____ |
| 10) | Use the name of a political party or political body?   | <input type="checkbox"/> Yes <input type="checkbox"/> No | Initial _____ |
| 11) | Refer to a racial, religious, or ethnic group?   | <input type="checkbox"/> Yes <input type="checkbox"/> No | Initial _____ |
| 12) | Refer to any activity prohibited by law?   | <input type="checkbox"/> Yes <input type="checkbox"/> No | Initial _____ |

**If the answer to any of these questions is "yes," your proposed ballot designation is likely to be rejected.**

<b>X</b>	/ /			
	<b>Candidate's Signature</b>	<b>Date Signed:</b>	<b>Month</b>	<b>Day</b>
			<b>Year</b>	

For your reference, attached are Elections Code sections 13107, 13107.3, and 13107.5, and California Code of Regulations (CCR), title 2, section 20711. You also may wish to consult CCR, title 2, sections, 20712-20719 (found at [www.sos.ca.gov](http://www.sos.ca.gov)).



**County of El Dorado  
BALLOT DESIGNATION WORKSHEET**

**COMPLETE THIS PAGE ONLY IF** one or more **Alternate Ballot Designation(s)** are provided. If this page is not applicable, please initial: \_\_\_\_\_

**Justification for  
Alternate Ballot  
Designation(s) 1**

A	<b>Justification for use of 1<sup>st</sup> PVO:</b>
	Current or most recent job title: _____ Start/End Dates: _____
	Employer Name or Business: _____
	<b>Person who can verify this information:</b>
	Name: _____ Phone Number(s): _____ Email: _____
	<b>Justification for use of 2<sup>nd</sup> PVO:</b>
	Current or most recent job title: _____ Start/End Dates: _____
	Employer Name or Business: _____
	<b>Person who can verify this information:</b>
	Name: _____ Phone Number(s): _____ Email: _____
<b>Justification for use of 3<sup>rd</sup> PVO:</b>	
Current or most recent job title: _____ Start/End Dates: _____	
Employer Name or Business: _____	
<b>Person who can verify this information:</b>	
Name: _____ Phone Number(s): _____ Email: _____	

**Justification for  
Alternate Ballot  
Designation(s) 2**

B	<b>Justification for use of 1<sup>st</sup> PVO:</b>
	Current or most recent job title: _____ Start/End Dates: _____
	Employer Name or Business: _____
	<b>Person who can verify this information:</b>
	Name: _____ Phone Number(s): _____ Email: _____
	<b>Justification for use of 2<sup>nd</sup> PVO:</b>
	Current or most recent job title: _____ Start/End Dates: _____
	Employer Name or Business: _____
	<b>Person who can verify this information:</b>
	Name: _____ Phone Number(s): _____ Email: _____
<b>Justification for use of 3<sup>rd</sup> PVO:</b>	
Current or most recent job title: _____ Start/End Dates: _____	
Employer Name or Business: _____	
<b>Person who can verify this information:</b>	
Name: _____ Phone Number(s): _____ Email: _____	



County of El Dorado  
BALLOT DESIGNATION WORKSHEET

Name: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Email: \_\_\_\_\_

**For your reference, the relevant provisions of Elections Code section 13107 are reproduced below:**

(a) 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, unless the designation made by the candidate pursuant to Section 3002.5 must be listed immediately below the name of the candidate pursuant to Section 13105, and in that case immediately under the designation, 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 or she was elected by vote of the people.

(2) The word "incumbent" if the candidate is a candidate for the same office which he or she holds at the time of filing the nomination papers, and was elected to that office by a vote of the people.

(3) No more than three words designating either the current principal professions, vocations, or occupations of the candidate, or the principal professions, vocations, or occupations of the candidate during the calendar year immediately preceding the filing of nomination documents.

(4) The phrase "appointed incumbent" if the candidate holds an office by virtue of appointment, and the candidate is a candidate for election to the same office, or, if the candidate is a candidate for election to the same office or to some other office, the word "appointed" and the title of the office. In either instance, the candidate may not use the unmodified word "incumbent" or any words designating the office unmodified by the word "appointed." However, the phrase "appointed incumbent" shall not be required of a candidate who seeks reelection to an office which he or she holds and to which he or she was appointed, as a nominated candidate, in lieu of an election, pursuant to Sections 5326 and 5328 of the Education Code or Section 7228, 7423, 7673, 10229, or 10515 of this code.

(b) (1) Except as specified in paragraph (2), for candidates for judicial office, immediately under the name of each candidate, and not separated from the name by any line, only one of the following designations may appear at the option of the candidate:

(A) Words designating the city, county, district, state, or federal office held by the candidate at the time of filing the nomination documents.

(B) The word "incumbent" if the candidate is a candidate for the same office that he or she holds at the time of filing the nomination papers.

(C) No more than three words designating either the current principal professions, vocations, or occupations of the candidate, or the principal professions, vocations, or occupations of the candidate during the calendar year immediately preceding the filing of nomination documents.

(2) For a candidate for judicial office who is an active member of the State Bar employed by a city, county, district, state, or by the United States, the designation shall appear as one of the following:

(A) Words designating the actual job title, as defined by statute, charter, or other governing instrument.

(B) One of the following ballot designations: "Attorney," "Attorney at Law," "Lawyer," or "Counselor at Law." The designations "Attorney" and "Lawyer" may be used in combination with one other current principal profession, vocation, or occupation of the candidate, or the principal profession, vocation, or occupation of the candidate during the calendar year immediately preceding the filing of nomination documents.

(3) A designation made pursuant to subparagraph (A) of paragraph (1) or paragraph (2) shall also contain relevant qualifiers, as follows:

(A) If the candidate is an official or employee of a city, the name of the city shall appear preceded by the words "City of."

(B) If the candidate is an official or employee of a county, the name of the county shall appear preceded by the words "County of."

(C) If the candidate is an official or employee of a city and county, the name of the city and county shall appear preceded by the words "City and County."

(D) If the candidate performs quasi-judicial functions for a governmental agency, the full name of the agency shall be included.

(c) A candidate for superior court judge who is an active member of the State Bar and practices law as one of his or her principal professions shall use one of the following ballot designations as his or her ballot designation: "Attorney," "Attorney at Law," "Lawyer," or "Counselor at Law." The designations "Attorney" and "Lawyer" may be used in combination with one other current principal profession, vocation, or occupation of the candidate, or the principal profession, vocation, or occupation of the candidate during the calendar year immediately preceding the filing of nomination documents.

(d) For purposes of this section, all California geographical names shall be considered to be one word. 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.

(e) The Secretary of State and any other elections official shall not accept a designation of which any of the following would be true:



## County of El Dorado BALLOT DESIGNATION WORKSHEET

- (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 the 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.

(f) If, upon checking the nomination documents and the ballot designation worksheet described in Section 13107.3, the elections official finds the designation 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 provided on the candidate's ballot designation worksheet.

(1) The candidate shall, within three days, excluding Saturday, Sunday, and state holidays, from the date he or she receives notice by registered or certified mail, or from the date the candidate receives actual notice of the violation, whichever occurs first, appear before the elections official or, in the case of the Secretary of State, notify the Secretary of State by telephone, and provide a designation that complies with subdivision (a) or (b).

(2) If a candidate fails to provide a designation that complies with subdivision (a) or (b) within the three-day period specified in paragraph (1), a designation shall not appear after the candidate's name.

(g) A designation given by a candidate shall not be changed by the candidate after the final date for filing nomination documents, except as specifically requested by the elections official as specified in subdivision (f) or as provided in subdivision (h). The elections official shall maintain a copy of the ballot designation worksheet for each candidate that appears on the ballot in the county for the same period of time as applied to nomination documents pursuant to Section 17100.

(h) The designation shall remain the same for all purposes of both primary and general elections, unless the candidate, at least 98 days before the general election, requests in writing a different designation which the candidate is entitled to use at the time of the request.

### ***For your reference, Elections Code section 13107.3 is reproduced below:***

- (a) A candidate who submits a ballot designation pursuant to subdivision (a) of Section 13107 shall file a ballot designation worksheet that supports the use of that ballot designation by the candidate, in a format prescribed by the Secretary of State.
- (b) The ballot designation worksheet shall be filed with the elections official at the same time that the candidate files his or her declaration of candidacy.
- (c) In the event that a candidate fails to file a ballot designation worksheet in accordance with subdivision (a), no designation shall appear under the candidate's name on the ballot.

### ***For your reference, Elections Code section 13107.5 is reproduced below:***

- (a) A candidate's ballot designation as "community volunteer" shall constitute a valid principal vocation or occupation for purposes of subdivision (a) of Section 13107, if not otherwise in violation of any of the restrictions set forth in that section, and subject to the following conditions:
  - (1) A candidate's community volunteer activities constitute his or her principal profession, vocation, or occupation.
  - (2) A candidate is not engaged concurrently in another principal profession, vocation, or occupation.
  - (3) A candidate may not use the designation of "community volunteer" in combination with any other principal profession, vocation, or occupation designation.
- (b) The Secretary of State shall by regulation define what constitutes a community volunteer for purposes of this section.

### ***For your reference, California Code of Regulations section 20711 is reproduced below:***

- (a) In order to facilitate review of a candidate's proposed ballot designation by the Secretary of State pursuant to Elections Code § 13107, the candidate shall submit, at the time of filing his or her proposed ballot designation on the Declaration of Candidacy, a completed Ballot Designation Worksheet on a form provided by the Secretary of State.



## County of El Dorado BALLOT DESIGNATION WORKSHEET

(b) All Ballot Designation Worksheets filed with the Office of the Secretary of State or the county elections officials pursuant to this section shall be public records and shall be available for inspection and copying at the public counter of the Elections Division of the Office of the Secretary of State, Fifth Floor, 1500 11th Street, Sacramento, California 95814, or at the office of the applicable county elections official.

(c) The Secretary of State shall provide a master copy or copies of the Ballot Designation Worksheet to all elections officials responsible for providing and accepting the nomination documents for candidates in elections for offices certified by the Secretary of State. The Ballot Designation Worksheet shall request that the candidate proposing the ballot designation provide the following information:

(1) The candidate's name, home, business and mailing addresses, telephone numbers, e-mail address, if available, and fax number;

(2) A designation of the office for which the candidate is seeking election;

(3) The name, home, business and mailing addresses, telephone numbers, e-mail address, if available, and fax number of the attorney representing the candidate or for any other person to be contacted in the event the Secretary of State requires further information regarding the proposed ballot designation;

(4) The proposed ballot designation submitted by the candidate;

(5) The candidate may submit one or more proposed alternate ballot designations ranked in order of the candidate's preference;

(6) A brief statement identifying the factual basis upon which the candidate claims the proposed ballot designation and each proposed alternate ballot designation, including the following:

(A) If the candidate holds elected office and is submitting his or her proposed ballot designation pursuant to Elections Code § 13107, subdivisions (a)(1) or (a)(2), the candidate shall indicate the elective office he or she currently occupies and may attach a copy of his or her Certificate of Election;

(B) If the candidate is a judicial officer and is submitting his or her proposed ballot designation pursuant to Elections Code § 13107, subdivisions (a)(1) or (a)(2), the candidate shall indicate the elective office he or she currently holds and may attach either (A) a copy of his or her Certificate of Election or (B) a copy of his or her commission or certificate of appointment, issued at the time the candidate was appointed to the judicial office which he or she currently occupies;

(C) If the candidate submits a ballot designation pursuant to Elections Code § 13107, subdivision (a)(3), the candidate shall indicate:

(i) The title of the position or positions which he or she claims supports the proposed ballot designation;

(ii) The dates during which the candidate held such position;

(iii) A description of the work he or she performs in the position;

(iv) The name of the candidate's business or employer;

(v) The name and telephone number of a person or persons who could verify such information; and

(vi) A statement that the professions, vocations or occupations relied upon to support the proposed ballot designation constitute the primary, main or leading professions, vocations or occupations of the candidate, in accordance with the definition of the term "principal" as set forth at § 20714, subdivision (b).

(D) If the candidate submits a ballot designation pursuant to Elections Code § 13107, subdivision (a)(4), the candidate shall indicate the date on which he or she was appointed to the office for which he or she is an appointed incumbent.

(d) The candidate may attach or append any supporting documents or other exhibits to his or her Ballot Designation Worksheet which he or she believes support his or her proposed ballot designation. Such attached documents or other exhibits shall be deemed to be incorporated by reference as part of the candidate's Ballot Designation Worksheet and shall be considered as such by the Secretary of State.

(e) 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 Ballot Designation Worksheet.

## **GUIDELINES IN SELECTING BALLOT DESIGNATION**

The following are guidelines to assist candidates in selecting appropriate ballot designations. The guidelines were issued by the Secretary of State's Office and incorporate past Secretary of State and court interpretations on acceptable and unacceptable designations.

**NOTE:** El Dorado County Elections requires candidates to choose their own Ballot Designation. Elections Officials will not assist in helping candidates choose a designation. Election Officials will advise candidates if designation is approved/accepted.

### **ACCEPTABLE DESIGNATIONS**

1. A principal profession, vocation, or occupation is the primary job or work one does which is the means of livelihood or production of income, as opposed to a hobby or avocation. Some persons may work at more than one profession, vocation, or occupation. Exceptions may apply for persons retired or unemployed by choice or by circumstance. No designation, which connotes a status, is acceptable.

2. A candidate may use either his or her current principal profession, vocation, or occupation, regardless of the amount of time in which the candidate has engaged in such or, in the alternative, any principal profession, vocation, or occupation in which the candidate was engaged over the course of the previous calendar year, even though it may no longer be one in which the candidate is currently engaged.

In choosing between an alternative, the candidate must ask himself or herself: "What is my primary job right now?" and "What was my primary job last year?" Either job, if otherwise proper, based on the statutory criteria, may be used as a ballot designation. For purposes of this section, the "calendar year immediately preceding the filing of nomination papers" is defined as that year beginning January 1 immediately preceding the year in which nomination papers for the office are allowed to be filed.

Organization names must be replaced with generic references. For example, "President Computer Company" would be acceptable; "President, Apple Computer" would not be allowed. Similarly, based on previous court interpretation, a designation such as "Director, ABC Club" would not be permissible, whereas, "Administrator, Environmental Club" would be. Ballot designations are not intended to advertise a specific product, corporation or organization; they are intended to reveal what a candidate does, not for whom the work or service is performed.

Multiple designations are usually acceptable, provided that the three-word limitation is met. The word "retired" may be allowed, but it must precede the word(s) which it modifies and may not be abbreviated. "Retired Policeman" is acceptable, but "Policeman, Retired" is not.

Retired is defined as having given up one's work, business, career, etc. especially because of advance age. Generally, a retired status may be allowed if the candidate can demonstrate retirement. The following are examples of evidence supporting retired status:

- (a) Served in the position being requested to be listed as retired for more than five (5) years;
- (b) Is collecting or eligible to collect retirement benefits/pension (i.e., is vested);
- (c) Is 55 or more years old;
- (d) Left the position voluntarily after serving a minimum of five (5) years;
- (e) If requesting the use of a retired public office designation, was not recalled from or did not fail to win that office or surrender it to run for another office in a previous election campaign;
- (f) Has not had another more recent occupation;
- (g) Retirement benefits are providing a principal source of income.

## **GUIDELINES IN SELECTING BALLOT DESIGNATION—Continued**

Because the Elections Code specifically forbids the use of a prior profession, vocation or occupation, unless the candidate is retired there from, election officials may require candidates to provide substantiating evidence or documentation in support of the requested designation.

Ballot designations suggesting an evaluation of a candidate such as: "Best \_\_\_\_\_", "Exalted \_\_\_\_\_", "Prominent \_\_\_\_\_", "Advocate", "Activist", "Reformer", "Pro-" and "Anti-" anything conveying a philosophy, or words connoting a status are unacceptable designations. Statements of philosophy belong in campaign ads and literature, not as ballot designations.

Commercial or proper names such as "IBM President", "Director, Health Services" or "Sierra Club Secretary" are not permissible. Generic descriptions of specific jobs should be substituted; for example, "Computer Corporation President", "State Agency Director", or "Nonprofit Organization Secretary".

## **BALLOT DESIGNATION REQUIREMENTS**

### **Elections Code**

#### **13107.**

(a) 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, unless the designation made by the candidate pursuant to Section 8002.5 must be listed immediately below the name of the candidate pursuant to Section 13105, and in that case immediately under the designation, 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 or she was elected by vote of the people, or to which he or she was appointed, in the case of a superior court judge.

(2) The word "incumbent" if the candidate is a candidate for the same office which he or 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.

(3) No more than three words designating either the current principal professions, vocations, or occupations of the candidate, or the principal professions, vocations, or occupations of the candidate during the calendar year immediately preceding the filing of nomination documents. For purposes of this section, all California geographical names shall be considered to be one word. 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.

## **BALLOT DESIGNATION REQUIREMENTS—Continued**

(4) The phrase "appointed incumbent" 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, or, if the candidate is a candidate for election to the same office or to some other office, the word "appointed" and the title of the office. In either instance, the candidate may not use the unmodified word "incumbent" or any words designating the office unmodified by the word "appointed". However, the phrase "appointed incumbent" shall not be required of a candidate who seeks reelection to an office which he or she holds and to which he or she was appointed, as a nominated candidate, in lieu of an election, pursuant to Sections 5326 and 5328 of the Education Code or Section 7228, 7423, 7673, 10229, or 10515 of this code.

(b) Neither the Secretary of State nor any other elections 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 the 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.

(c) If, upon checking the nomination documents and the ballot designation worksheet described in Section 13107.3, the elections official finds the designation 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 provided on the candidate's ballot designation worksheet;

- (1) The candidate shall, within three days, excluding Saturday, Sunday, and state holidays, from the date he or she receives notice by registered or certified mail, or from the date the candidate receives actual notice of the violation, whichever occurs first, appear before the elections official or, in the case of the Secretary of State, notify the Secretary of State by telephone, and provide a designation that complies with subdivision (a).
- (2) In the event the candidate fails to provide a designation that complies with subdivision (a) within the three-day period specified in paragraph (1), no designation shall appear after the candidate's name.

(d) No designation given by a candidate shall be changed by the candidate after the final date for filing nomination documents, except as specifically requested by the elections official as specified in subdivision (c) or as provided in subdivision (e). The elections official shall maintain a copy of the ballot designation worksheet for each candidate that appears on the ballot in the county for the same period of time as applied to nomination documents pursuant to Section 17100.

## **BALLOT DESIGNATION REQUIREMENTS—Continued**

- (e) 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.
- (f) In all cases, the 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 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.
- (g) 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

## **NOMINATIONS**

### **Fictitious name to nomination petition (Elections Code §18200)**

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 a fictitious name to a nomination petition, is guilty of a felony and is punishable by imprisonment pursuant to subdivision (h) of Section 1170 of the Penal Code for 16 months or two or three years.

### **Defacing or destroying a nomination paper (Elections Code §18201)**

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 pursuant to subdivision (h) of Section 1170 of the Penal Code for 16 months or two or three years or by both that fine and imprisonment.

### **False declaration of candidacy (Elections Code §18203)**

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 pursuant to subdivision (h) of Section 1170 of the Penal Code for 16 months or two or three years or by both that fine and imprisonment.

### **Suppression of nomination paper (Elections Code §18204)**

Any person who willfully suppresses all or any part of 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 pursuant to subdivision (h) of Section 1170 of the Penal Code for 16 months or two or three years or by both that fine and imprisonment.

### **Paying candidates to withdraw (Elections Code §18205)**

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 pursuant to subdivision (h) of Section 1170 of the Penal Code for 16 months or two or three years.

# CANDIDATE STATEMENT OF QUALIFICATIONS

(Elections Code § 13307, 13308)

Candidate for the office of \_\_\_\_\_

(title of office sought)

of the \_\_\_\_\_

(name of local agency, city, county or district)

at the \_\_\_\_\_

to be held \_\_\_\_\_

**Notice to the candidate:** This statement may include your age, occupation and a brief description of not more than 200 words of your education and qualifications. This form must be in upper and lower case type as well as be double-spaced. It is important that you check your statement carefully before filing as *spelling, punctuation and grammar will not be corrected*. Please refer to the "Candidate's Guide for the County of El Dorado" for further detailed instructions.

Copy of supporting documentation for endorsements named/included in statement.

I do not wish to have a statement printed in the voter pamphlet.

I wish to have my statement translated and printed in Spanish in addition to English, with the understanding that I will pay the actual cost incurred.

I agree to pay, upon billing, any additional cost involved in the printing and handling of the submitted statement if actual costs exceed the deposit and understand that a refund will be made if the deposit exceeds the cost. I certify under penalty of perjury that the candidate statement submitted is true and correct to the best of my knowledge and belief.

If running unopposed, I do not want a statement of qualifications printed in the sample ballot.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Place of Signing \_\_\_\_\_

El Dorado County Election Department

**I submit the following statement:**

Name: \_\_\_\_\_

Age: \_\_\_\_\_  
(optional)

Occupation: \_\_\_\_\_  
(Optional – Not Limited to 3 words or Less)

Education and Qualifications: (Attach statement in a word document)

## Preparation of Candidate Statement

All statements must be submitted on, or attached to, the form provided by the county elections official. In order to insure uniformity of candidates' statements, the candidates must prepare the statement as follows:

**Typed, upper and lower case, and double-spaced in block paragraph style, no indentations**, with spacing in between.

Do not use any unusual spacing, bolding, underscoring, bullets, circles, stars, dots, italics, tables, lists or any other unusual punctuation or signs on the statement.

Proof read statement thoroughly for errors in spelling, punctuation and grammar. Statements will be printed exactly as submitted.

***Errors will not be corrected.***

Confine statement to 200 words or less.

Do not include any party affiliations.

Do not include membership or activity in partisan political organizations.

No statement shall contain any demonstrably false, slanderous or libelous statements nor any obscene or profane language, statements or insinuations.

Statements for **Judicial Offices** 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 office or to another candidate's qualifications, character or activities.

Notwithstanding the above guidelines, nothing should be deemed to make any statement or author 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.

In the case where a candidate submits a statement that is not in conformance with the guidelines provided, such statement will be reformatted and set in uniform type by the elections official. The elections official is not responsible for the correct typesetting of statements which must be reformatted.

**NOTE:** EC § 18351 provides that any candidate for a local nonpartisan office in an election who prepares a candidate statement and knowingly makes a false statement of a material fact with the intent to mislead the voters is punishable by a fine not to exceed \$1,000.

**Guidelines for Determining Word Count** - Listed below are the guidelines pursuant to EC § 9 for determining the number of words submitted on any document (such as candidate statements) which is limited by statute:

Punctuation is not counted.

Each word shall be counted as one word except as specified in this section.

All proper nouns, including geographical names, shall be considered as one word; example, "City and county of San Francisco" shall be counted as one word.

Each abbreviation for a word, phrase or expression shall be counted as one word.

Hyphenated words that appear in any generally available dictionary shall be considered as one word. Each part of all other hyphenated words shall be counted as separate words.

Dates consisting of a combination of words and digits shall be counted as two words. However, dates consisting only of a combination of digits shall be counted as one word.

Any number consisting of a digit or digits shall be considered one word. Any number spelled as "one" shall be considered as a separate word or words. "One" shall be counted as one word whereas "one hundred" shall be counted as two words. "100" shall be counted as one word.

Telephone numbers shall be counted as one word.

Internet web site addresses shall be counted as one word.

**Confidentiality of Statement** - Notwithstanding any other provisions of the law, candidates' statements filed pursuant to EC § 13307 shall remain confidential until the expiration of the filing deadline. (EC § 13311)

**Challenge of Contents** - Candidates' statements of qualifications are available for viewing after the deadline for filing nomination papers has passed. There is then a ten (10) day public examination period whereby the documents may be reviewed and copies purchased. During this 10 calendar day examination period any voter of the affected jurisdiction may take legal action to challenge the contents of the candidate's statement pursuant to EC § 13313.

**Cost of Printing Candidate Statement** - Because of the many unknown factors involved in printing, handling, mailing, and the number of candidates filing a statement, it is difficult to determine, prior to printing, the exact cost to each candidate who avails himself/herself of this service. ***Costs could easily be higher or lower than the deposit required. Candidates will be billed or re-funded the difference accordingly.***

## **PREPARATION OF CANDIDATE STATEMENT**

In the case where a candidate submits a statement that is not in conformance with the guidelines provided, such statement will be reformatted and set in uniform type by the elections official. The elections official is not responsible for the correct typesetting of statements which must be reformatted.

**NOTE:** EC §18351 - 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 Section 11327 or 13307, with the intent to mislead the voters in connection with his or her campaign for nomination or election to a nonpartisan office is punishable by a fine not to exceed one thousand dollars (\$1,000).

**Guidelines for Determining Word Count** – Listed below are the guidelines pursuant to EC §9 for determining the number of words submitted on any document (such as candidate statements) which is limited by statute:

Punctuation is not counted;

Each word shall be counted as one word except as specified in this section;

All proper nouns, including geographical names, shall be considered as one word; for example, "City and County of San Francisco" shall be counted as one word;

Each abbreviation for a word, phrase or expression shall be counted as one word;

Hyphenated words that appear in any generally available dictionary shall be considered as one word. Each part of all other hyphenated words shall be counted as separate words;

Any number consisting of a digit or digits shall be considered one word. Any number spelled as "one" shall be considered as a separate word or words. "One" shall be counted as one word whereas "one hundred" shall be counted as two words. "100" shall be counted as one word

Telephone numbers shall be counted as one word;

Internet web site addresses shall be counted as one word.

**Confidentiality of Statement** – Notwithstanding the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1 of the Government Code), the statements filed pursuant to Section 13307 shall remain confidential until the expiration of the filing deadline. (EC §13311)

**Challenge of Contents** – Candidates' statements of qualifications are available for viewing after the deadline for filing nomination papers has passed. There is then a ten (10) day public examination period whereby the documents may be reviewed and copies purchased. During this 10 calendar day examination period any voter of the affected jurisdiction may take legal action to challenge the contents of the candidate's statement pursuant to EC §13313.

## Elections Code

For your reference, Elections Code §13307 regarding candidate statements follows this page.

### 13307.

- (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.
- (2) The statement authorized by this subdivision shall be filed in the office of the elections official when the candidate's 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 88<sup>th</sup> day before the election, if it is for an election for which nomination papers are not required to be filed. If a runoff election or general election occurs within 88 days of the primary or first election, the statement shall be filed with the elections official by the third day following the governing body's declaration of the results from the primary or first election.
- (3) Except as provided in Section 13309, the statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5:00 p.m. of the next working day after the close of the nomination period.
- (b) The elections official shall 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 shall be printed in type of uniform size and darkness, and with uniform spacing. The elections official shall provide a Spanish translation to those candidates who wish to have one, and shall select a person to provide that translation from the list of approved Spanish language translators and interpreters of the superior court of the county or from an institution accredited by the Western Association of Schools and Colleges.
- (c) The local agency may estimate the total cost of printing, handling, translating, and mailing the candidate's statements filed pursuant to this section, including costs incurred as a result of complying with the federal Voting Rights Act of 1965, as amended. The local agency may require each candidate filing a statement to pay in advance to the local agency his or her estimated pro rata share as a condition of having his or her statement included in the voter's pamphlet. In the event the estimated payment is required, the receipt for the payment shall include a written notice that the estimate is just an approximation of the actual cost that varies from one election to another election and may be significantly more or less than the estimate, depending on the actual number of candidates filing statements. Accordingly, the elections official is not bound by the estimate and may, on a pro rata basis, bill the candidate for additional actual expense or refund any excess paid depending on the final actual cost. In the event of underpayment, the elections official may require the candidate to pay the balance of the cost incurred. In the event of overpayment, the elections official shall prorate the excess amount among the candidates and refund the excess amount paid within 30 days of the election.

## **PREPARATION OF CANDIDATE STATEMENT—Continued**

- (d) Nothing in this section 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.
- (e) Before the nominating 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
- (f) Statement of the regulations with respect to charges for handling, packaging, and mailing shall be provided to each candidate or his or her representative at the time he or she picks up the nomination papers.

For purposes of this section and Section 13310, the board of supervisors shall be deemed the governing body of judicial elections.

### **Elections Code**

#### **13308.**

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.

All statements must be submitted on, or attached to, the form provided by the county elections official. In order to insure uniformity of candidates' statements, the candidates must prepare the statement as follows:

It is highly recommended that statements be done in a word document and emailed for word count prior to submitting.

Typed, upper and lower case, and double-spaced in block paragraph style, no indentations, with spacing in between;

Do not use any unusual spacing, bolding, underscoring, bullets, circles, stars, dots, italics, tables, lists or any other unusual punctuation or signs on the statement

Proof read statement thoroughly for errors in spelling, punctuation and grammar. Statements will be printed exactly as submitted. ***Errors will not be corrected;***

Confine statement to 200 words or less;

Do not include any party affiliations;

Do not include membership or activity in partisan political organizations;

No statement shall contain any demonstrably false, slanderous or libelous statements nor any obscene or profane language, statements or insinuations;

Statements 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 office or to another candidate's qualifications, character or activities.

Notwithstanding the above guidelines, nothing should be deemed to make any statement or author 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.

# CONSOLIDATED GENERAL ELECTION

November 3, 2020

## Candidate Statement Costs

**PLEASE NOTE: Cost are subject to change**

District	Number of Registered Voters	Candidate Statement Costs (200 Words)	
		English	Spanish
City of Placerville	6,147	\$ 305	\$ 401
City of South Lake Tahoe	11,229	\$ 380	\$ 476
Lake Tahoe Community College - Trustee Area 3	3,840	\$ 260	\$ 356
Lake Tahoe Community College - Trustee Area 4	3,604	\$ 260	\$ 356
Los Rios Community College (Sac Lead) - Trustee Area 3	103,455	\$ 1,760	\$ 1,856
El Dorado County Board of Education - Trustee Area 3	23,627	\$ 560	\$ 656
El Dorado County Board of Education - Trustee Area 5	21,348	\$ 530	\$ 626
Placer County Board of Education (Nevada/El Dorado Lead) - Trustee Area 4	597	\$ 215	\$ 311
El Dorado Union High School District	98,095	\$ 1,685	\$ 1,781
Buckeye Union School District	27,641	\$ 620	\$ 716
Camino Union School District	3,389	\$ 260	\$ 356
Gold Oak Union School District	5,158	\$ 290	\$ 386
Gold Trail Union School District (400 word per District)	4,611	\$ 275	\$ 371
Indian Diggings School District	100	\$ 215	\$ 311
Latrobe School District	3,071	\$ 260	\$ 356
Mother Lode Union School District	10,822	\$ 365	\$ 461
Pioneer Union School District	3,682	\$ 260	\$ 356
Placerville Union School District	9,373	\$ 350	\$ 446
Pollock Pines School District	5,893	\$ 290	\$ 386
Rescue Union School District	24,215	\$ 575	\$ 671
Silver Fork School District	140	\$ 215	\$ 311
Black Oak Mine Unified School District - Area 1 (Los Rios)	4,770	\$ 275	\$ 371
Black Oak Mine Unified School District - Area 2 (Sierra Joint)	4,535	\$ 275	\$ 371
Lake Tahoe Unified School District - Area 1	3,318	\$ 260	\$ 356
Lake Tahoe Unified School District - Area 3	3,840	\$ 260	\$ 356
Lake Tahoe Unified School District - Area 4	3,604	\$ 260	\$ 356
Tahoe Truckee Unified School Dist - Areas 5 (Placer Lead)	568	\$ 215	\$ 311
Diamond Springs/El Dorado Fire Protection District	11,384	\$ 380	\$ 476
El Dorado County Fire Protection District - Div 1	8,727	\$ 335	\$ 431
El Dorado County Fire Protection District - Div 4	7,178	\$ 320	\$ 416
El Dorado County Fire Protection District - Div 5	6,742	\$ 305	\$ 401
El Dorado Hills Water/Fire Protection District	31,044	\$ 680	\$ 776
Garden Valley Fire Protection District	3,159	\$ 260	\$ 356
Georgetown Fire Protection District	3,159	\$ 260	\$ 356
Lake Valley Fire Protection District (Shared w/Alpine)	5,933	\$ 290	\$ 386
Meek Bay Fire Protection District	595	\$ 215	\$ 311
Mosquito Fire Protection District	838	\$ 215	\$ 311
Pioneer Fire Protection District	3,769	\$ 260	\$ 356
Rescue Fire Protection District	3,769	\$ 260	\$ 356

District	Number of Registered Voters	Candidate Statement Costs (200 Words)	
		English	Spanish
El Dorado Resource Conservation District	97,004	\$ 1,670	\$ 1,766
Georgetown Divide Resource Conservation District	10,423	\$ 365	\$ 461
Georgetown Divide Public Utility District (Shared w/Placer) - Seat 4	7,997	\$ 320	\$ 416
Georgetown Divide Public Utility District (Shared w/Placer) - Seat 5	7,994	\$ 320	\$ 416
South Tahoe Public Utility District (Shared w/Alpine) - Seat 3	17,164	\$ 470	\$ 566
South Tahoe Public Utility District (Shared w/Alpine) - Seat 4	12,782	\$ 395	\$ 491
Tahoe City Public Utility District (Placer Lead)	597	\$ 215	\$ 311
Georgetown Divide Recreation District - Area 1	9,313	\$ 350	\$ 446
Georgetown Divide Recreation District - Area 2	9,313	\$ 350	\$ 446
Cameron Park Airport District	222	\$ 215	\$ 311
El Dorado Irrigation District (Shared w/Sac) - Div 1	16,240	\$ 455	\$ 551
El Dorado Irrigation District (Shared w/Sac) - Div 3	16,758	\$ 455	\$ 551
El Dorado Irrigation District (Shared w/Sac) - Div 5	18,777	\$ 485	\$ 581
Arroyo Vista Community Services District	142	\$ 215	\$ 311
Audubon Hills Community Services District	238	\$ 215	\$ 311
Cameron Estates Community Services District	608	\$ 215	\$ 311
Cameron Park Community Services District	12,676	\$ 395	\$ 491
Connie Lane Community Services District	71	\$ 215	\$ 311
Cosumnes River Community Services District	233	\$ 215	\$ 311
East China Hill Community Services District	124	\$ 215	\$ 311
El Dorado Hills Community Services District	29,841	\$ 650	\$ 746
Fallen Leaf Lake Community Services District	57	\$ 215	\$ 311
Garden Valley/Ranch Estates Community Services District	270	\$ 215	\$ 311
Golden West Community Services District	803	\$ 215	\$ 311
Greenstone Country Community Services District	894	\$ 215	\$ 311
Hickok Road Community Services District	98	\$ 215	\$ 311
Grizzly Flats Community Services District	238	\$ 215	\$ 311
Hillwood Community Services District	309	\$ 215	\$ 311
Holiday Lake Community Services District	127	\$ 215	\$ 311
Knolls Property Owners Community Services District	57	\$ 215	\$ 311
Mortara Circle Community Services District	66	\$ 215	\$ 311
Nashville Trail Community Services District	645	\$ 215	\$ 311
Rising Hill Road Community Services District	238	\$ 215	\$ 311
Rolling Hills Community Services District	748	\$ 215	\$ 311
Showcase Ranches Community Services District	184	\$ 215	\$ 311
Sierra Oaks Community Services District	80	\$ 215	\$ 311
West El Largo Community Services District	31	\$ 215	\$ 311
4th Congressional District - 250 words	125,214	\$ 2,720	\$ 2,840
United States Senate - 250 words	125,214	\$ 2,720	\$ 2,840
1st Senate District - 250 words	125,214	\$ 2,720	\$ 2,840
5th Assembly District - 250 words	78,439	\$ 1,780	\$ 1,900
6th Assembly District - 250 words	46,775	\$ 1,140	\$ 1,260

## **STATEMENT OF ECONOMIC INTEREST**

Pursuant to Government Code §87200, every candidate for an office specified below shall file their Statement of Economic Interests at the same time they file their Declaration of Candidacy. The statement shall disclose his or her investments and his or her interests in real property, and any income received during the immediately preceding 12 months:

Board of Supervisors

District Attorney

Treasurer-Tax Collector

**NOTE: Following is a sample of the Statement of Economic Interest cover page only. Visit [www.fppc.ca.gov](http://www.fppc.ca.gov) for the full version which includes schedules and instructions.**



STATEMENT OF ECONOMIC INTERESTS

Date Initial Filing Received
Filing Official Use Only

COVER PAGE

A PUBLIC DOCUMENT

Please type or print in ink.

NAME OF FILER (LAST) (FIRST) (MIDDLE)

1. Office, Agency, or Court

Agency Name (Do not use acronyms)

Division, Board, Department, District, if applicable Your Position

If filing for multiple positions, list below or on an attachment. (Do not use acronyms)

Agency: Position:

2. Jurisdiction of Office (Check at least one box)

- State, Multi-County, City of, Judge, Retired Judge, Pro Tem Judge, or Court Commissioner (Statewide Jurisdiction), County of, Other

3. Type of Statement (Check at least one box)

- Annual: The period covered is January 1, 2019, through December 31, 2019. -or- The period covered is through December 31, 2019. Leaving Office: Date Left (Check one circle.) The period covered is January 1, 2019, through the date of leaving office. -or- The period covered is through the date of leaving office. Assuming Office: Date assumed and office sought. if different than Part 1. Candidate: Date of Election and office sought. if different than Part 1.

4. Schedule Summary (must complete) Total number of pages including this cover page:

Schedules attached

- Schedule A-1 - Investments - schedule attached, Schedule A-2 - Investments - schedule attached, Schedule B - Real Property - schedule attached, Schedule C - Income, Loans, & Business Positions - schedule attached, Schedule D - Income - Gifts - schedule attached, Schedule E - Income - Gifts - Travel Payments - schedule attached

-or- None - No reportable interests on any schedule

5. Verification

MAILING ADDRESS STREET CITY STATE ZIP CODE (Business or Agency Address Recommended - Public Document)

DAYTIME TELEPHONE NUMBER ( ) EMAIL ADDRESS

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I acknowledge this is a public document.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date Signed (month, day, year)

Signature (File the originally signed paper statement with your filing official.)



**California Secretary of State**  
**CODE OF FAIR CAMPAIGN PRACTICES**

(Elections Code § 20440)

There are basic principles of decency, honesty, and fair play which every candidate for public office in the State of California has a moral obligation to observe and uphold in order that, after vigorously contested but fairly conducted campaigns, our citizens may exercise their constitutional right to a free and untrammelled choice and the will of the people may be fully and clearly expressed on the issues.

THEREFORE:

- 1) I SHALL CONDUCT my campaign openly and publicly, discussing the issues as I see them, presenting my record and policies with sincerity and frankness, and criticizing without fear or favor the record and policies of my opponents or political parties that merit this criticism.
- 2) I SHALL NOT USE OR PERMIT the use of character defamation, whispering campaigns, libel, slander, or scurrilous attacks on any candidate or his or her personal or family life.
- 3) I SHALL NOT USE OR PERMIT any appeal to negative prejudice based on a candidate's actual or perceived race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, age, sexual orientation, sex, including gender identity, or any other characteristic set forth in Section 12940 of the Government Code, or association with another person who has any of the actual or perceived characteristics set forth in Section 12940 of the Government Code.
- 4) I SHALL NOT USE OR PERMIT any dishonest or unethical practice that tends to corrupt or undermine our American system of free elections, or that hampers or prevents the full and free expression of the will of the voters including acts intended to hinder or prevent any eligible person from registering to vote, enrolling to vote, or voting.
- 5) I SHALL NOT coerce election help or campaign contributions for myself or for any other candidate from my employees.
- 6) I SHALL IMMEDIATELY AND PUBLICLY REPUDIATE support deriving from any individual or group that resorts, on behalf of my candidacy or in opposition to that of my opponent, to the methods and tactics that I condemn. I shall accept responsibility to take firm action against any subordinate who violates any provision of this code or the laws governing elections.
- 7) I SHALL DEFEND AND UPHOLD the right of every qualified American voter to full and equal participation in the electoral process.

I, the undersigned, candidate for election to public office in the State of California or treasurer or chairperson of a committee making any independent expenditures, hereby voluntarily endorse, subscribe to, and solemnly pledge myself to conduct my campaign in accordance with the above principles and practices.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Office

Official Filing Form  
**Bill O'Neill**  
**Registrar of Voters**

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County Elections Official

By: \_\_\_\_\_  
Date Issued: \_\_\_\_\_

Filed in County of El Dorado  
**Bill O'Neill**  
**Registrar of Voters**

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County Elections Official

By: \_\_\_\_\_  
Date Received: \_\_\_\_\_

# Nomination Paper

Resource Conservation District  
PRC 9358

I, the undersigned signer for \_\_\_\_\_, for the nomination  
Name of Candidate  
to the office of \_\_\_\_\_, to be voted for at the **Presidential General Election** to be held on **November 3, 2020**, hereby assert as follows:

Nomination of candidates shall be in writing and signed by at least five landowners of the district.  
Nominations shall be filed with the county elections official of the principal county.

PRECINCT <small>(To be entered by Elections Official )</small>	NAME	RESIDENCE	VERIFICATION <small>(To be entered by Elections Official )</small>
	Print 1..... Sign	Residence Address ONLY ..... City or Town .....	
	Print 2..... Sign	Residence Address ONLY ..... City or Town .....	
	Print 3..... Sign	Residence Address ONLY ..... City or Town .....	
	Print 4..... Sign	Residence Address ONLY ..... City or Town .....	
	Print 5..... Sign	Residence Address ONLY ..... City or Town .....	
	Print 6..... Sign	Residence Address ONLY ..... City or Town .....	
	Print 7..... Sign	Residence Address ONLY ..... City or Town .....	
	Print 8..... Sign	Residence Address ONLY ..... City or Town .....	
	Print 9..... Sign	Residence Address ONLY ..... City or Town .....	
	Print 10..... Sign	Residence Address ONLY ..... City or Town .....	

## **WRITE-IN CANDIDACY—(Elections Code §8600 – 8606)**

**Filing Period:** November Presidential General Election  
**(E-57 – E-14)** September 8—October 20, 2020

### **Write-in Procedure**

Persons who did not file a Declaration of Candidacy and fulfill their nomination requirements to place their name on the ballot may run for office as a write-in candidate. Write-in votes will be counted and certified in the Statement of Vote only for **qualified write-in candidates** who file the required forms with the Elections Department no later than 14 days prior to Election Day. The Elections Department will forward the forms to the Secretary of State in the case of offices that must be certified by the Secretary of State.

Voters may write-in any person they wish for any office regardless of whether the person has qualified or not. However, the votes will only be tabulated for qualified write-in candidates.

To qualify as a write-in candidate, a person must file with the Elections Department the following documents:

A “Statement of Write-in Candidacy” which shall contain the candidate’s name, residence address, a declaration stating that he or she is a write-in candidate, the title of the office for which he or she is running, the party nomination which he or she seeks, if running in a partisan primary election, the date of the election, a certification of the candidate’s complete voter registration and party affiliation/preference history for the preceding 10 years, or for as long as he or she has been eligible to vote in the state if less than 10 years, if running for a voter-nominated office.

A “**Nomination Paper**” with the requisite number of sponsor signatures required for the office sought.

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.

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

Write-in candidates are subject to the same requirements as other candidates with regard to disclosure of economic interests and campaign disclosure. (Gov. Code 82007)

Notwithstanding any other provision of law, a person may not be a write-in candidate at the general election for a voter-nominated office. (Elections Code §8606)

The Elections Department will provide polling places with a list of **qualified write-in candidates**.

### **OFFICES OMITTED FROM BALLOT**

Prospective write-in candidates should note that write-in candidacy is possible only if the office appears on the ballot. There is provision in the law, however, to require that the offices be placed on the ballot by means of a petition procedure. (Elections Code §7228, 7423, 7673, 7772.1, 8203)

### **Additional Requirements**

No person whose name has been written in upon a ballot for an office at the direct primary may have his or her name placed upon the ballot as a candidate for that office for the ensuing general election unless one of the following is applicable:

**WRITE-IN CANDIDACY—Continued**

(a) At the direct primary he or she received for a partisan office votes equal in number to 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 has the least number of votes in the most recent general election in the jurisdiction in which the write-in candidate is seeking office.

(b) He or she is an independent nominee for a partisan office pursuant to Part 2 (commencing with Section 8300).

(c) At that direct primary he or she received for a voter-nominated office the highest number of votes cast for that office or the second highest number of votes cast for that office, except as provided by subdivision (b) of Section 8807.

## **CAMPAIGN FINANCE AND DISCLOSURE**

**Please note:** This section is not comprehensive and does not detail all filing requirements and obligations. For current comprehensive information, consult the appropriate FPPC manual or contact the FPPC directly.

### **Background**

The Fair Political Practices Commission (FPPC) has introduced new forms in order to simplify the filing of campaign statements. The legal requirements of the Political Reform Act are contained in sections 81000 through 91015 of the Government Code. Assistance and information on completing campaign statements is provided by the Technical Assistance Division of the FPPC at (916)322-5660 or (866)275-3772. Those who are already familiar with the filing of campaign statements should read carefully and take note of the introduction of new forms and the revision of older forms.

All candidates for state or local offices and all committees supporting or opposing state or local candidates or ballot measures are subject to the campaign disclosure requirements of the California Political Reform Act of 1974.

[Government Code §§ 81000 *et seq.*]

The FPPC Information Manual and forms are available online at [www.fppc.ca.gov](http://www.fppc.ca.gov) and at our office. A candidate should obtain a manual as early as possible into his/her campaign and make certain that the candidate, the committee treasurer, and other personnel involved in the financial side of the campaign are fully aware of their responsibilities under the law.

[Government Code §§ 81010, 83113]

**Please note:** The Registrar of Voters staff cannot advise you on filling out any FPPC form. Contact the FPPC's toll free number for free, qualified advice at (866)275-3772.

All statements filed are a matter of public record. They may be inspected at our office by anyone and copies may be purchased at ten cents (\$0.10) per page or emailed free of charge. There may be a \$5.00 retrieval fee for documents 5 years or older.

[Government Code § 81008]

A \$10.00 per day late filing penalty may be assessed for a statement filed after the prescribed deadline. The First Pre-Election statement, which can be personally delivered or mailed by first-class is considered filed on the date of the postmark. Certified mail is recommended but not required. The Second Pre-Election Statement must be sent by guaranteed overnight mail or delivered by the candidate or committee.

[Government Code § 91013]

Violations of the campaign disclosure law may result in criminal prosecution by the State Attorney General or the County District Attorney; or civil action by the FPPC, the District Attorney, or a private Citizen.

[Government Code § 91000]

The FPPC has a form for officeholders for reporting, which is known as the Candidate Intention Statement (Form 501). If you plan to be a candidate for a local office and you intend to receive contributions from others or you plan to expend personal funds on your campaign, you must file a Candidate Intention Statement (Form 501) with the local filing officer before you solicit or receive any contributions.

In addition, if you receive contributions from others totaling \$2,000 or more for your campaign, a statement of Organization Form 410 must be filed with the Secretary of State (and a copy to the local filing officer) within 10 day of receiving \$2,000 in contributions. During the campaign, you will have to file at least four campaign disclosure statements.

[Government Code § 84102]

## **CAMPAIGN FINANCE AND DISCLOSURE—Continued**

Form 501 and establishment of a campaign bank account are not required if you do not solicit or receive contributions from others, and the only expenditures will be your personal funds for a filing fee and/or statement of qualification that will appear in the voter ballot pamphlet.

A 24-hour filing is required when a candidate receives a late contribution. This must be filed and delivered to the office of the El Dorado County Registrar of Voters by personal delivery, telegram, guaranteed overnight service, or by fax. Government Code § 85501 prohibits a candidate's controlled committee from making an independent expenditure to support or oppose another candidate.

A candidate must establish separate committees for each campaign account for which \$2,000 or more has been received. A Statement of Organization (Form 410) must be filed with the Secretary of State and a copy to the local filing officer for each committee.

For details, refer to the Information Manual on Campaign Disclosure Provisions for Officeholders, Candidates, and their Controlled Committees, or call the Fair Political Practices Commission toll free advice line 1-866-ASK-FPPC (1-866-275-3772) if you have questions or need assistance.

### **Who must file?**

The Political Reform Act was adopted by voter initiative in 1974 and has been periodically amended by legislation and initiatives. The Act requires that campaign disclosure reports provide the public with the identity of contributors and amounts they give; and the amount officeholders, candidates, and committees spend.

The following candidates and committees must file campaign statements and should use the manual prepared by the Fair Political Practices Commission as a guide for their filing obligations.

- Candidates for state and local elective office.
- State and local elected officeholders.
- Committees controlled by state and local officeholders and candidates.
- Jointly controlled (slate) committees.

### **Filing Obligation**

All state and local elected officeholders, candidates for state and local elective offices, and their controlled committees are required to file campaign statements at specified intervals (see filing schedule). These dates are set by law and cannot be changed. You will be required to amend your statement if your report is not completed correctly. All committees should file with the appropriate method of delivery, as well.

Failure to file appropriate statements and reports in compliance with the Act can result in substantial criminal, civil, and administrative penalties. In addition, failure to file within the prescribed deadlines can lead to late filing penalties of \$10.00 for each day the statement is late. The law does not allow for extensions of the due dates for the filing of campaign statements. If you file your statement late, you must also submit a written statement explaining why it was late in order to request a waiver of your fine. However, after the filing officer has sent you a specific, written notice regarding your failure to file and if you do not file within ten days of receipt of the notice, the law precludes the filing officer from waiving any fine.

Please refer to the campaign disclosure manual for where to file the various Campaign Statements. The Secretary of State will only consider waiver of fines based upon specified “good cause” reasons for late filings. Acceptable “good cause” reasons involve situations beyond a filer’s control (for example, incapacitating physical illness and natural disasters). The rules for fine waivers are very specific and limited.

### **Use of Surplus Funds**

Campaign funds held by a candidate or officeholder become “surplus” on the closing date for the post-election filing period if defeated in an election, or the date of leaving office, which ever occurs last, unless the funds have been re-designed for a future election prior to that date.

Surplus funds may be spent only in the following manner:

- Payment of outstanding campaign debts;
- Refunding to contributors on pro-rata basis;
- Donations to a bona fide charitable, education, civic, religious or similar tax-exempt, nonprofit organization, provide no substantial part of the proceeds will have a material financial effect on the candidate, on any member of the candidate's immediate family (spouse and children under age 18 who are claimed as deductions for tax purposes), or the campaign treasurer;
- Contributions to a political party or committee, as long as the funds are not used to make contributions in support of or opposition to a candidate for elective office. (The funds must be used for the party or committee’s overhead expenses)
- Contributions to support or oppose any candidate for federal office, any candidate for elective office in a state other than California, or any ballot measure; or
- Payment for professional services or attorneys’ fees for litigation which arises out of campaign or election activities.

[Government Code § 89519]

### **Termination**

Once contributions and expenditures cease for a particular office, all funds are expended, the ending cash balance is \$0.00, and the bank account is closed, an original and one copy of the Form 410 Statement of Organization Termination must be filed with the Secretary of State, and a copy of the Form 410 Statement of Organization Termination, along with an original and one copy of your Form 450 or 460 must be filed with the Registrar of Voters

**Please Note:** Questions regarding filing obligations should be addressed with the FPPC. You can reach them toll free at 1-866-ask-FPPC (1-866-275-3772).

### **Campaign Disclosures for Federal Candidates**

Provision of the Political Reform Act do not apply to elections for federal offices, including United States Senate and United States Representative. Candidates for federal offices and committees that participate in federal campaigns are subject to federal disclosure requirements.

Assistance for federal candidates and committees may be obtained from the:

Federal Election Commission, 1050 First Street, NE., Washington, D.C. 20463, (800)424-9530

## **COMBINED CANDIDATE / ANNUAL STATEMENT**

Incumbents seeking re-election during the first six months may combine their candidate and annual filing obligations. To do so, both the candidate statement box and the annual statement box on the cover page must be checked and the statement must be filed when filing the Declaration of Candidacy.

A Statement of Economic Interests Instruction Manual and necessary forms will be provided to all applicable candidates. Those candidates who indicate that, as incumbents, they have filed a statement within the past 60 days (checking both the candidate statement box and the annual statement box on the cover page) will be requested to sign an exemption form.

## **CANDIDATES: IMPORTANT THINGS TO REMEMBER**

### **Information Provided by the FPPC**

**BEWARE** – *The Franchise Tax Board is authorized under Section 90001 of the California Government Code to audit Campaign Disclosure Statements. The audit can include tests of the accounting records and other such auditing procedures.*

- 1. BE INFORMED** - Study the FPPC Campaign Disclosure Manuals (Campaign Disclosure Manual 1 – Information for State Candidates, Their Controlled Committees, and Primarily Formed Committees for State Candidates **or** Campaign Disclosure Manual 2 – Information for Local Candidates, Superior Court Judges, Their Controlled Committees, and Primarily Formed Committees for Local Candidates). Local candidates also should ask their election official about any local campaign restrictions. (El Dorado County has no campaign restriction)
- 2. BEFORE RAISING OR SPENDING ANY MONEY** - File Form 501 (Candidate Intention). Then open a campaign bank account. Once \$2,000 is raised or spent get an identification number by filing Form 410.
- 3. MARK YOUR CALENDAR** - Know the due dates for campaign statements and file on time.
- 4. KEEP GOOD RECORDS** - Maintain details on contributions and expenditures of \$25 or more. Refer to recordkeeping guidelines in your campaign disclosure manual.
- 5. \$100 OR MORE IN CASH?** - Never accept or spend \$100 or more in cash.
- 6. USING PERSONAL FUNDS FOR CAMPAIGN EXPENSES** - All personal funds of the candidate must first be deposited in the campaign bank account, except for filing fee/ballot statement fee.
- 7. REPORT LATE CONTRIBUTIONS** - If \$2,000 or more is received from one contributor, disclose receipt within 24 hours, even if the contribution is from your personal funds.
- 8. ITEMIZE CONTRIBUTORS** - For contributions of \$100 or more, including loans and in-kind contributions, you must disclose the contributor's name, address, occupation and employer.
- 9. IF AN AGENT OR CAMPAIGN CONSULTANT BUYS GOODS OR SERVICES FOR THE CAMPAIGN** - Itemize expenditures of \$500 or more made by the agent or consultant.
- 10. IDENTIFY CANDIDATE/COMMITTEE ON MAILINGS** - Include your name and campaign address in at least 6-point type on the outside of all mass mailings (more than 200 pieces). Your committee's name may be used if it includes your name. If your name is not part of the committee's name, you may use just your name, or both your name and the name of the committee.
- 11. NO PERSONAL USE OF CAMPAIGN FUNDS** - Use campaign funds only for political, legislative, or governmental purposes.
- 12. BE MORE INFORMED** - Attend a campaign workshop in your area. Contact your filing officer or the FPPC if you have any questions.

## **COMMITTEE TREASURERS**

### **Information Provided by the FPPC**

#### **Every Recipient Committee Must Have a Treasurer**

Under California's Political Reform Act, a person or organization that receives contributions totaling \$2,000 or more in a calendar year to support or oppose state or local candidates or ballot measures qualifies as a "recipient committee" and must have a treasurer. No contributions may be accepted and no expenditures may be made without a treasurer.

The treasurer is responsible for:

- Filing the Committee's statement of organization (Form 419) and termination of the committee;

- Establishing and maintaining a recordkeeping system that ensures the committee complies with the Act's disclosure requirements;

- Verifying and signing the committee's campaign statements and filing them on time;

- Correcting inaccuracies or omission that may occur.

Anyone may act as a committee treasurer. A candidate may serve as his or her own committee treasurer. However, no individual should accept the position of committee treasurer as a mere figurehead. If errors or omissions occur in a committee's recordkeeping and reporting, the treasurer will often be a named party in any resulting enforcement action and may be held personally liable. A committee may appoint one assistant treasurer on its statement of organization to act in place of the treasurer if he or she is unavailable.

To adequately perform his or her duties, a committee treasurer must have a basic understanding of the law and the treasurer's responsibilities.

### **Treasurer's Responsibilities**

#### **Registration**

A recipient committee must register under the Act by filing a statement of organization (Form 410) within 10 days of receiving contributions totaling \$2,000 in a calendar year. The committee treasurer must sign the form and see that it is filed on time.

On the Form 410, the committee provides basic information about the committee (such as its name, address, and principal officers) and identifies the individual who will act as the committee's treasurer. If any of the information on the statement of organization changes, the treasurer must file an amendment within 10 days.

If a committee qualifies during the 16 days before an election, or if certain information about the committee (e.g., the name of the committee, the committee treasurer) changes during that period, an amendment to the statement of organization must be filed within 24 hours.

#### **Recordkeeping and Reporting**

The treasurer is responsible for the timely and accurate filing of campaign disclosure reports with the appropriate state and/or local filing officers. To accomplish this, the treasurer must see that complete and accurate records of receipts and expenditures are maintained from the very beginning of the committee's operations.

The treasurer is required to maintain the records personally or monitor committee support staff or others that actually perform the recordkeeping duties. The treasurer must also prepare the campaign statements personally or carefully review the campaign statements and records prepared by others. If required information is missing, it is the treasurer's responsibility to obtain it. The treasurer must also monitor compliance with the Act's restrictions on cash contributions, cash expenditures, and with federal and local campaign laws.

All reports and statements must be signed by the treasurer or assistant treasurer.

### **Candidate Controlled Committee**

A candidate or officeholder who controls a committee must make sure the treasurer is adequately performing his or her required duties. If the candidate or officeholder knows or has reason to know the treasurer is not performing adequately, he or she must replace the treasurer or bring the treasurer's performance up to required standards. A controlling candidate or officeholder must sign the committee's campaign statements, verifying that the treasurer has used all reasonable diligence in preparing them.

### **For Detailed Recordkeeping and Reporting Requirements**

- To assist treasurers, the following information is available from the FPPC;
- The Political Reform Act, contained in the California Government Code, Sections 81000- 91014.
- Campaign Disclosure is contained in Chapter 4, Sections 84101-84309:
- Commission regulations are contained in Title 2, Division 6 of the California Code of Regulations.
- Regulation 18401 (Required Recordkeeping)
- Regulation 18426.1 (Assistant Treasurer)
- Regulation 18427 (Duties of Candidates and Treasurers)

### **Filing is the Responsibility of the Candidate and/or Committee**

It is the responsibility of candidates and/or committees to be aware of and to file the required campaign disclosure statements in a correct and timely manner.

### **Multiple Committee Filing Requirements**

Whenever a candidate or officeholder has more than one committee, whether the committees are formed for the same office, or a different office in the same jurisdiction, all committees must file statements each time a committee statement is due.

Whenever an elected officeholder in one jurisdiction runs for an elected office in another jurisdiction, the officeholder and all committees he/she controls must file campaign disclosure statements with the filing officer in the jurisdiction in which the officeholder holds office **AND** in which the officeholder is seeking office.

opposed is being voted on, committees must file quarterly campaign statements in addition to semi-annual statements. Following the election, quarterly statements may also be required. Contact the FPPC for specific information;

## COMMITTEE TREASURERS—Continued

### Additional Notes:

- **Primarily formed Ballot Measure Committees:** Prior to the semi-annual period in which the measure(s) supported or opposed is being voted on, committees must file quarterly campaign statements in addition to semi-annual statements. Following the election, quarterly statements may also be required. Contact the FPPC for specific information.
- **Form 470:** Candidates that did not have a committee or raise/spend \$1000 in 2013, may file Form 470 on March 22, 2014. Form 470 cannot be filed for other deadlines if the candidate has a committee or has raised/spent \$1000 or more in 2014. After filing a Form 470, if the candidate raises/spends \$1000 or more in 2014, see *Campaign Manual 2*, Chapter 4 for additional required filings;
- **Candidates:** Contact the FPPC for revised reporting deadlines in the event of a runoff election. After an election, reporting requirements will depend on whether the candidate is successful and whether a campaign committee is maintained;
- Except for deadlines that fall on a Saturday, Sunday, or an official state holiday, filing deadlines may not be extended. Late statements are subject to a \$10 per day late fine;
- All statements are public documents. Paper reports may be mailed by first class mail unless otherwise noted;
- Local jurisdictions may impose contribution limits and additional filing requirements; (El Dorado County has no contribution limits)
- Refer to the appropriate campaign disclosure manuals for information on where to file statements.

## CANDIDATE AND VENDOR SERVICES

Candidate and vendor services are available through the Elections Department. All requests must be made in writing and must include a completed Voter Registration Information Application Form and ID. It maybe necessary to allow ten (10) working days for the completion of your order.

## VOTER REGISTRATION LISTS

### Description

Listing of registered voter information including name, residential and mailing address, party, phone number, precinct etc.

### Selection Criteria

District, precinct, voting history.

### Sequence

Alphabetical, home precinct/alpha, home precinct/street (walking list).

### Fee

\$15.00 per 1000 or any increment of 1000

\$150.00 for Countywide data

\$25.00 for District data

Following are the cover page to Campaign Committee filing documents.

For the full version and instruction pages visit [www.fppc.ca.gov](http://www.fppc.ca.gov).

**Statement of Organization  
Recipient Committee**

Statement Type  Initial

Not yet qualified

or

Date qualified as committee

(If amending to provide this date)

Amendment

Termination – See Part 5

Date of termination

Date Stamp	<b>CALIFORNIA FORM 410</b> For Official Use Only
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**1. Committee Information**

NAME OF COMMITTEE

**I.D. Number (if applicable)**

**2. Treasurer and Other Principal Officers**

NAME OF TREASURER

STREET ADDRESS (NO P.O. BOX)

STREET ADDRESS (NO P.O. BOX)

CITY

STATE

ZIP CODE

AREA CODE/PHONE

CITY

STATE

ZIP CODE

AREA CODE/PHONE

MAILING ADDRESS (IF DIFFERENT)

NAME OF ASSISTANT TREASURER, IF ANY

STREET ADDRESS (NO P.O. BOX)

E-MAIL ADDRESS (REQUIRED) / FAX (OPTIONAL)

CITY

STATE

ZIP CODE

AREA CODE/PHONE

COUNTY OF DOMICILE

JURISDICTION WHERE COMMITTEE IS ACTIVE

NAME OF PRINCIPAL OFFICER(S)

STREET ADDRESS (NO P.O. BOX)

CITY

STATE

ZIP CODE

AREA CODE/PHONE

Attach additional information on appropriately labeled continuation sheets.

**3. Verification**

I have used all reasonable diligence in preparing this statement and to the best of my knowledge the information contained herein is true and complete. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on _____	DATE	By _____	SIGNATURE OF TREASURER OR ASSISTANT TREASURER
Executed on _____	DATE	By _____	SIGNATURE OF CONTROLLING OFFICERHOLDER, CANDIDATE, OR STATE MEASURE PROponent
Executed on _____	DATE	By _____	SIGNATURE OF CONTROLLING OFFICERHOLDER, CANDIDATE, OR STATE MEASURE PROponent
Executed on _____	DATE	By _____	SIGNATURE OF CONTROLLING OFFICERHOLDER, CANDIDATE, OR STATE MEASURE PROponent

**Recipient Committee  
Campaign Statement  
Cover Page — Part 2**

COVER PAGE - PART 2

**CALIFORNIA  
FORM 460**

Page \_\_\_\_\_ of \_\_\_\_\_

**5. Officeholder or Candidate Controlled Committee**

NAME OF OFFICEHOLDER OR CANDIDATE \_\_\_\_\_

OFFICE SOUGHT OR HELD (INCLUDE LOCATION AND DISTRICT NUMBER IF APPLICABLE) \_\_\_\_\_

RESIDENTIAL/BUSINESS ADDRESS (NO. AND STREET) CITY STATE ZIP \_\_\_\_\_

**Related Committees Not Included in this Statement:** *List any committees not included in this statement that are controlled by you or are primarily formed to receive contributions or make expenditures on behalf of your candidacy.*

COMMITTEE NAME	I.D. NUMBER
NAME OF TREASURER	CONTROLLED COMMITTEE? <input type="checkbox"/> YES <input type="checkbox"/> NO
COMMITTEE ADDRESS	STREET ADDRESS (NO P.O. BOX)
CITY	STATE ZIP CODE AREA CODE/PHONE
COMMITTEE NAME	I.D. NUMBER
NAME OF TREASURER	CONTROLLED COMMITTEE? <input type="checkbox"/> YES <input type="checkbox"/> NO
COMMITTEE ADDRESS	STREET ADDRESS (NO P.O. BOX)
CITY	STATE ZIP CODE AREA CODE/PHONE

**6. Primarily Formed Ballot Measure Committee**

NAME OF BALLOT MEASURE \_\_\_\_\_

BALLOT NO. OR LETTER	JURISDICTION	<input type="checkbox"/> SUPPORT <input type="checkbox"/> OPPOSE
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**Identify the controlling officeholder, candidate, or state measure proponent, if any.**

NAME OF OFFICEHOLDER, CANDIDATE, OR PROPONENT \_\_\_\_\_

OFFICE SOUGHT OR HELD \_\_\_\_\_ DISTRICT NO. IF ANY \_\_\_\_\_

**7. Primarily Formed Candidate/Officeholder Committee** *List names of officeholder(s) or candidate(s) for which this committee is primarily formed.*

NAME OF OFFICEHOLDER OR CANDIDATE	OFFICE SOUGHT OR HELD	<input type="checkbox"/> SUPPORT <input type="checkbox"/> OPPOSE
NAME OF OFFICEHOLDER OR CANDIDATE	OFFICE SOUGHT OR HELD	<input type="checkbox"/> SUPPORT <input type="checkbox"/> OPPOSE
NAME OF OFFICEHOLDER OR CANDIDATE	OFFICE SOUGHT OR HELD	<input type="checkbox"/> SUPPORT <input type="checkbox"/> OPPOSE
NAME OF OFFICEHOLDER OR CANDIDATE	OFFICE SOUGHT OR HELD	<input type="checkbox"/> SUPPORT <input type="checkbox"/> OPPOSE

**Attach continuation sheets if necessary**

**Officeholder and Candidate  
Campaign Statement -  
Form 470 Supplement**

<input type="checkbox"/> Amendment (Explain Below) <hr/> <hr/>	Date Stamp    	<b>CALIFORNIA 470 FORM</b> For Official Use Only
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SEE INSTRUCTIONS ON REVERSE

This form is written notification that the officeholder/candidate listed below has received contributions totaling \$2,000 or more or has made expenditures of \$2,000 or more during the calendar year.

**1. Officeholder or Candidate Information**

NAME OF OFFICEHOLDER OR CANDIDATE

STREET ADDRESS

CITY

STATE

ZIP CODE

AREA CODE/DAYTIME PHONE NUMBER

OPTIONAL: FAX/E-MAIL ADDRESS

**2. Office Sought**

OFFICE SOUGHT

DISTRICT NUMBER  
(IF APPLICABLE)

DATE OF ELECTION (MONTH, DAY, YEAR)

**3. Date Contributions Totalling \$2,000 or More Were Received or Date Expenditures of \$2,000 or More Were Made**

(MONTH, DAY, YEAR) \_\_\_\_\_



# 497 Contribution Report

Amounts may be rounded to whole dollars.

<b>NAME OF FILER</b>		Date Stamp	<b>CALIFORNIA 497 FORM</b> For Official Use Only
AREA CODE/PHONE NUMBER	I.D. NUMBER (if applicable)	Date of This Filing _____	
STREET ADDRESS		Report No. _____	
CITY	STATE	<input type="checkbox"/> Amendment to Report No. _____ (explain below) No. of Pages _____	
	ZIP CODE		

## 1. Contribution(s) Received

DATE RECEIVED	FULL NAME, STREET ADDRESS AND ZIP CODE OF CONTRIBUTOR <small>(IF COMMITTEE, ALSO ENTER I.D. NUMBER)</small>	CONTRIBUTOR CODE *	IF AN INDIVIDUAL, ENTER OCCUPATION AND EMPLOYER <small>(IF SELF-EMPLOYED, ENTER NAME OF BUSINESS)</small>	AMOUNT RECEIVED
		<input type="checkbox"/> IND <input type="checkbox"/> COM <input type="checkbox"/> OTH <input type="checkbox"/> PTY <input type="checkbox"/> SCC		<input type="checkbox"/> Check if Loan _____% <small>Provide interest rate</small>
		<input type="checkbox"/> IND <input type="checkbox"/> COM <input type="checkbox"/> OTH <input type="checkbox"/> PTY <input type="checkbox"/> SCC		<input type="checkbox"/> Check if Loan _____% <small>Provide interest rate</small>
		<input type="checkbox"/> IND <input type="checkbox"/> COM <input type="checkbox"/> OTH <input type="checkbox"/> PTY <input type="checkbox"/> SCC		<input type="checkbox"/> Check if Loan _____% <small>Provide interest rate</small>

**\*\*Contributor Codes**  
 IND – Individual  
 COM – Recipient Committee (other than PTY or SCC)  
 OTH – Other (e.g., business entity)  
 PTY – Political Party  
 SCC – Small Contributor Committee

Reason for Amendment: \_\_\_\_\_

# 496 Independent Expenditure Report

Amounts may be rounded to whole dollars.

<b>CALIFORNIA FORM 496</b>	
For Official Use Only	
NAME OF FILER _____ AREA CODE/PHONE NUMBER _____ STREET ADDRESS _____ CITY _____ STATE _____ ZIP CODE _____	Date Stamp _____ Date of This Filing _____ Report No. _____ <input type="checkbox"/> Amendment to Report No. _____ (explain below) No. of Pages _____

## 1. List Only One Candidate or Ballot Measure

NAME OF CANDIDATE SUPPORTED OR OPPOSED	NAME OF BALLOT MEASURE SUPPORTED OR OPPOSED	BALLOT NO./LETTER	JURISDICTION	SUPPORT	OPPOSE
OFFICE SOUGHT OR HELD _____				<input type="checkbox"/>	<input type="checkbox"/>

## 2. Independent Expenditures Made Attach additional information on appropriately labeled continuation sheets.

DATE	DESCRIPTION OF EXPENDITURE	AMOUNT

Reason for Amendment \_\_\_\_\_

## **CAMPAIGN LITERATURE**

### **Use of Seal in Campaign Literature (Elections Code §18304)**

(a) Any person who uses or allows to be used any reproduction or facsimile of the seal or the county of the seal of a local government agency in any campaign literature or mass mailing, as defined in Section 82041.5 of the Government Code, with intent to deceive the voters, is guilty of a misdemeanor.

(b) For purposes of this section, the use of a reproduction or facsimile of a seal in a manner that creates a misleading, erroneous, or false impression that the document is authorized by a public official is evidence of intent to deceive.

(c) For purpose of this section, the term “local government agency” means a school district, special or other district, or any other board, commission, or agency of local jurisdiction.

## **MASS MAILING**

Each candidate filing a Declaration of Candidacy is to be apprised of Government Code §84305, which is produced here:

(a) (1) Except as provided in subdivision (b), a candidate, candidate controlled committee established for an elective office for the controlling candidate, or political party committee shall not send a mass mailing unless the name, street address, and city of the candidate or committee are shown on the outside of each piece of mail in the mass mailing and on at least one of the inserts included within each piece of mail of the mailing in no less than 6-point type that is in a color or print that contrasts with the background so as to be easily legible. A post office box may be stated in lieu of a street address if the candidate’s, candidate controlled committee established for an elective office for the controlling candidate’s, or political party committee’s address is a matter of public record with the Secretary of State.

(2) Except as provided in subdivision (b), a committee, other than a candidate controlled committee established for an elective office for the controlling candidate or a political party committee, shall not send a mass mailing that is not required to include a disclosure pursuant to Section 84502 unless the name, street address, and city of the committee is shown on the outside of each piece of mail in the mass mailing and on at least one of the inserts included within each piece of mail of the mailing in no less than 6-point type that is in a color or print that contrasts with the background so as to be easily legible. A post office box may be stated in lieu of a street address if the committee’s address is a matter of public record with the Secretary of State.

(b) If the sender of the mass mailing is a single candidate or committee, the name, street address, and city of the candidate or committee need only be shown on the outside of each piece of mail.

(c) (1) A candidate, candidate controlled committee established for an elective office for the controlling candidate, or political party committee shall not send a mass electronic mailing unless the name of the candidate or committee is shown in the electronic mailing preceded by the words “Paid for by” in at least the same size font as a majority of the text in the electronic mailing.

(2) A committee, other than a candidate controlled committee established for an elective office for the controlling candidate or a political party committee, shall not send a mass electronic mailing that is not required to include a disclosure pursuant to Section 84502 or 84504.3 unless the name of the committee is shown in the electronic mailing preceded by the words “Paid for by” in at least the same size font as a majority of the text in the electronic mailing.

## **MASS MAILING**

(d) If the sender of a mass mailing is a controlled committee, the name of the person controlling the committee shall be included in addition to the information required by subdivision (a).

(e) For purposes of this section, the following terms have the following meaning:

(1) "Mass electronic mailing" means sending more than two hundred substantially similar pieces of electronic mail within a calendar month.

(2) "Sender" means the candidate, candidate controlled committee established for an elective office for the controlling candidate, or political party committee who pays for the largest portion of expenditures attributable to the designing, printing, and posting of the mailing which are reportable pursuant to Sections 84200 to 84217, inclusive.

(3) To "pay for" a share of the cost of a mass mailing means to make, to promise to make, or to incur an obligation to make, any payment: (A) to any person for the design, printing, postage, materials, or other costs of the mailing, including salaries, fees, or commissions, or (B) as a fee or other consideration for an endorsement or, in the case of a ballot measure, support or opposition, in the mailing.

(f) This section does not apply to a mass mailing or mass electronic mailing that is paid for by an independent expenditure.

*(Amended by Stats. 2017, Ch. 546, Sec. 4. (AB 249) Effective October 7, 2017. Operative January 1, 2018, by Stats. 2017, Ch. 546, Sec. 29. Note: This section was added on June 4, 1974, by initiative Prop. 9.)*

## **ELECTION DAY PROHIBITIONS**

As used in this section “100 feet of a polling place” means a distance 100 feet from the room or rooms in which voters are signing the roster and casting ballots.

### **Electioneering Near Polling Place**

No person, on Election Day shall, within 100 feet of a polling place:

- a) Circulate an initiative, referendum, recall, or nomination petition or any other petition.
- b) Solicit a vote or speak to a voter on the subject of marking his or her ballot.
- c) Place a sign related to voters’ qualifications or speak to a voter on the subject of his or her qualification except as provided in Elections Code §14240.
- d) Do any electioneering.

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

[Elections Code § 18370]

### **Electioneering During Vote-by-mail Voting**

No Candidate or representative of a candidate, shall solicit the vote of a vote-by-mail voter, or do any electioneering, while in the residence or in the immediate presence of the voter, and during the time he or she knows the vote-by-mail voter is voting.

[Elections Code § 18371]

### **Solicitation Dissuading Persons From Voting**

Within 100 feet of a polling place, no person shall, with the intent of dissuading another person from voting, speak to a voter about marking their ballot or place a sign or about their qualification to vote, or photograph or record a voter entering or exiting a vote center.

[Elections Code § 18541]

### **Offering / Accepting Rewards For Voting**

Persons must not pay, offer to pay or accept payment for voting, registering to vote, for or against any candidate in any election that includes a federal candidate.

[Federal Law 42 U.S.C. § 1973i(c), 18 U.S.C. §§ 597, 608(b)]

### **Exit Polling**

Court decisions (*National Broadcasting Co., Inc. Et al., Cleland, et al. No. 88-320 M.D. Ga., November 1, 1988*) and (*The Daily Herald Co. v. Munro No. 84-4005 9th Circuit, November 2, 1984*) indicated that the 100 foot limit was not justified when applied to exit polling.

Based on these decisions, the Secretary of State, in consultation with the California Attorney General’s Office, in the 1980’s concluded that a 25-foot limit on exit polling was enforceable.

## **REGISTRATION AND VOTE-BY-MAIL**

November 3, 2020 Presidential General Election

### **Registration Deadline**

October 19, 2020 is the last day to register to vote for the November 3, 2020 Presidential General Election.

### **Election Day**

Election Day is Tuesday, November 3, 2020; the vote centers will be open from 7:00am to 8:00pm

### **Application for a Vote-by-mail Ballot**

**Until October 27,** voters can request that the Registrar of Voters office mail them a vote-by-mail ballot.

- Online at our website [www.edcgov.us/elections](http://www.edcgov.us/elections). The application may be downloaded and mailed to the Registrar of Voters or submitted electronically.
- Voters may request a vote-by-mail ballot by mailing a hand written request with their name, date of birth, residence address, mailing address if any, and signature to the Registrar of Voters.
- A voter can request a ballot via phone call to the Registrar of Voters office. Only the registered voter himself or herself may apply for a vote-by-mail ballot. The voter will need to provide identifying information including first and last name, date of birth, residence address and mailing address if any. A signature will not be required. **It is a criminal offense for any person other than the voter to request a ballot on behalf of the voter.**

*The last day to request a vote-by-mail ballot to be sent via mail is October 27, 2020.*

Vote-by-mail ballots will start being mailed October 5, 2020. All voters will receive a ballot in the mail

Starting 29-days (October 5, 2020) before the election, voters who haven't previously been sent a ballot may request a vote-by-mail ballot prior to 5:00pm October 27, 2020 will have their ballot mailed approximately 24 hours after receipt of the request.

Any request for a vote-by-mail ballot received by the Registrar of Voters office after 5:00pm October 27, 2020 will not be mailed to the voter. As of October 28th, voters may come in to request a ballot over the counter at the Elections office, or they can vote at a vote center prior to or on Election Day.

If the voter is unable to come to our office to pick up their vote-by-mail ballot they may authorize someone else to do so. The authorized person must provide a completed application from the voter and a statement signed by the voter, designating the authorized representative by name as the person he/she is allowing to pick up their vote-by-mail ballot.

### **Returning a Vote-by-mail Ballot**

A vote-by-mail voter who has issued a ballot for the election may return their ballot by mail, in person to the El Dorado County Elections office, to any of the official designated drop off locations or to any vote center in El Dorado County Elections office on Election Day.

**Please Note:** In order to be counted, all hand delivered voted vote-by-mail ballots must be received by the county elections official no later than the close of the vote centers on Election Day.

Vote-by-mail ballots that are received by the county elections official via the postal service or by a bona fide private mail delivery company no later than three days after Election Day is satisfactory if:

- The ballot is postmarked on or before Election Day or is time stamped or date stamped by a bona fide private mail delivery company on or before Election day.
- If the ballot has no postmark, a postmark with no date, or an illegible postmark, the vote-by-mail ballot identification envelope is date stamped by the county elections official upon receipt and is signed and dated (by the voter) on or before Election Day. [Elections Code § 3020]

### **Processing Vote-by-Mail Ballots**

California elections code allows that the Elections office begin processing vote-by-mail ballots 10 business days before the election, October 20, 2020. **§ 15101(b)(c)**

a) Any jurisdiction in which vote-by-mail ballots are cast may begin to process vote-by-mail ballot return envelopes beginning 29 days before the election. Processing vote-by-mail ballot return envelopes may include verifying a voter's signature on the vote-by-mail ballot return envelope pursuant to Section 3019 and updating voter history records.

b) Any jurisdiction having the necessary computer capability may start to process vote-by-mail ballots on the 29th business day before the election. Processing vote-by-mail ballots includes opening vote-by-mail ballot return envelopes, removing ballots, duplicating any damaged ballots, and preparing the ballots to be machine read, or machine reading them, but under no circumstances may a vote count be accessed or released until 8:00pm on the day of the election.

c) Results of any vote-by-mail ballot tabulation or count shall not be released prior to the close of the polls on the day of the election.

Vote-by-mail ballots turned in at the vote centers will be counted during the official canvass, not on election night, in order to allow time for checking signatures.

### **Precinct Results**

Under no circumstances may a vote count be accessed or released until 8:00pm on the day of the election. After the polls close at 8:00pm., the vote center staff must complete closing procedures required by law and deliver the ballots and supplies to their collection center. Precinct results will be available online as soon as possible.

### **Post-Election Night**

Semi-final election results will be available by phone and on printed reports between 8:00am and 5:00pm at the Registrar of Voters on the day after the election and on the Registrar of Voters' website .

## **CANVASS / CERTIFICATION**

Canvass is a process of reconciling numbers and the supplemental counting of vote-by-mail ballots turned in at the vote centers, provisional, CVR and write-in ballots. The numbers of voted ballots reported by vote center staff and vote-by-mail ballots are matched to what the computer counted. California law permits 30 days to complete the final, official canvass and certify the results of the election. This provision of the law recognizes the complexity of completing the ballot count and conducting a thorough audit of the election results to ensure accuracy. The canvass process is a legally required manual recount of the votes cast for all candidates and measures on the ballot in 1% of the voting precincts. This manual process verifies the accuracy of the computer count.

Candidates and members of the general public are invited to observe ballot counting and the manual tally of ballots from the randomly selected 1% of the voting precincts. The canvass is complete when the elections official signs the certification of the election results.

[Elections Code §§ 335.5, 15360, 15372, 15620]

## **ELECTION NIGHT RESULTS**

Voting results are compiled at the Election Department:

2850 Fairlane Court, Placerville, CA 95667

### **SEMI-OFFICIAL RESULTS:**

Once the last ballot is counted, a Semi-Official Election Summary Report will be available from the County Clerk/ Elections Department. It will also be posted on our web site.

### **CONTACT:**

Bill O'Neill, Registrar of Voters

Linda Webster, Assistant Registrar of Voters

### **WEB PAGE:**

Please visit our web site at

[www.edcgov.us/government/elections](http://www.edcgov.us/government/elections)

### **FINAL RESULTS:**

The official canvass of ballots will begin no later than Wednesday, November 4, 2020 . The law provides 30 days to complete the canvass and certify the votes. Please call to verify when the final count will occur.

### **VOTE-BY-MAIL RESULTS:**

Released soon after 8 p.m.

### **ELECTION RETURNS:**

Telephones will be staffed until all the ballots are counted election night for callers to phone in and obtain results.

**CALL 530-621-7480**

Results will also be posted on our web site at [www.edcgov.us/governemnt/elections](http://www.edcgov.us/governemnt/elections)

**HOW TO GET HELP FROM THE FPPC**

Fair Political Practices Commission: 428 J Street 620, Sacramento, CA 95814

Toll Free .....	(866) 275-3772
Enforcement Complaints.....	(866) 275-3775
Fax .....	(916) 322-0886

The FPPC staff is available by telephone Monday through Thursday to provide assistance to anyone who has reporting or other requirements under the Political Reform Act (the “Act”).

On Monday thru Thursday from 9:00 a.m. to 11:30 a.m. Call **1-866-ASK-FPPC (1-866-275-3772** a toll-free number) to speak to a political reform consultant in the Technical Assistance Division.

**Important Notes Regarding Telephone and Written Advice:**

- The FPPC provides telephone and written assistance only to persons and organizations that have duties under or are regulated by the Act (or their authorized representatives), and does not provide “third party” advise. If you believe that someone has violated the Act and you wish to report it, contact the Enforcement Division at 1-800-561-1861;
- The FPPC cannot provide assistance concerning laws other than the Political Reform Act (e.g., the Elections Code, the Brown Act, Federal or local laws).



