



County of Tuolumne

Candidate Handbook

Candidate filing:

Monday, July 15, 2024 – Friday, August 9, 2024

General Election:

Tuesday, November 5, 2024

Deborah Bautista

Tuolumne County Clerk & Auditor-Controller



2 S. Green Street, Sonora, CA 95370



(209) 533-5570



elections@tuolumnecounty.ca.gov



www.co.tuolumne.ca.us/elections

Table of Contents

Election Calendar	4
Letter from the County Clerk & Auditor-Controller	5
Contacts and Resources	6
Offices Up for Election	8

Candidate Requirements

Do I Have to File?	12
School Offices	14
Special District Offices	16
Required and Additional Documents	18

Additional Documents to Consider

Ballot Designations

Summary	21
Submitting a Ballot Designation	22
General Definitions	23
Acceptable Ballot Designations	25
Unacceptable Ballot Designations	29
Ballot Designations Worksheet	33

Code of Fair Campaign Practices	39
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Candidate Statement

Summary	41
Steps to Submit a Statement	41
Candidate Statement Cost	43
General Format and Guidelines	46
Special Considerations	49

Sample Candidate Statement _____	50
Permission to Post Contact Information _____	51
Campaign Disclosure	
Contribution Limits _____	52
Overview and Resources _____	53
700 _____	54
501 _____	55
410 _____	56
470 _____	57
460 _____	58
Important Facts and Requirements Often Overlooked _____	59
Best Practices _____	61
FPPC Filing Schedule – Local _____	62
FPPC Filing Schedule – State _____	64

Helpful Information

3 Different Types of Election _____	67
Voter's Choice Act _____	68
Circulating a Petition _____	69
Order of Names and Offices on the Ballot _____	76
Campaigning Considerations	
Laws and Regulations _____	78
Information from the Department of Transportation _____	85
Vote Center Observer Guidelines _____	87
Request for Voter and Election Information _____	89



November 5, 2024 General Election

County of Tuolumne Election Calendar

Page 4

Candidate Filing

Signatures-In-Lieu of Filing Fee Period (Appellate and Supreme Court Justices)	Thursday, May 16, 2024 - Wednesday, July 10, 2024	E -173 - E -118
Declaration of Candidacy and Nomination Period	Monday, July 15, 2024 - Friday, August 9, 2024	E -113 - E -88
Candidate Statement Deadline for Voter Information Guide (Statewide Candidates)	Wednesday, July 17, 2024	E -111
Candidate Statement Deadline for County Voter Information Guide (County, Senate, and Assembly)	Friday, August 9, 2024	E -88
Declaration of Candidacy Extension Period (If Incumbent Does Not File)	Saturday, August 10, 2024 - Wednesday, August 14, 2024	E -87 - E -83
Randomized Alphabet Drawing	Thursday, August 15, 2024	E -82
Notice to Candidates for Voter Nominated Offices	Saturday, August 24, 2024	E -73
SOS Certified List of Candidates	Thursday, August 29, 2024	E -68
Statement of Write-In Candidacy Period	Monday, September 9, 2024 - Tuesday, October 22, 2024	E -57 - E -14

Registration and Voting

Voter Information Guide Mailing Period	Thursday, September 26, 2024 - Tuesday, October 15, 2024	E -40 - E -21
Military and Overseas Voter Vote-By-Mail (VBM) Ballot Delivery Period	Friday, September 6, 2024 - Friday, September 20, 2024	E -60 - E -46
VBM Ballot Mailing Period	Monday, October 7, 2024 - Tuesday, October 29, 2024	E -29 - E -7
Last Day to Register to Vote	Monday, October 21, 2024	E -15
New Citizen (sworn in after close) Voter Registration	Tuesday, October 22, 2024 - Tuesday, November 5, 2024	E -14 - E 0
Last Day to Request VBM Ballot	Tuesday, October 29, 2024	E -7
Election Day (7:00 a.m. to 8:00 p.m.)	Tuesday, November 5, 2024	E 0

Dear Candidate,

Welcome to the November 5, 2024 General Election electoral process. Regardless, of who wins, it is my hope to make this a positive experience for you.

The Tuolumne Election Department is dedicated to help all qualified candidates get their names printed on the ballot and to ensuring that the election is conducted fairly and accurately in compliance with Federal and State election codes.

Congratulations on your decision to run for office. For many candidates the process of running for office can be confusing, with resulting errors and misunderstandings. Although this handbook is a guide for candidates, it is for general information only and does not have the force and effect of law, regulation, or rule. In case of conflict, the law, regulation, or rule will apply. This handbook does not contain all information concerning elections, but a summary of major provisions related to candidates running for office. Candidates and others using this handbook must bear full responsibility to make their own determinations as to all legal standards and duties.

We have attempted to make this handbook 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 handbook is NOT intended to be a substitute for legal advice. Candidates are strongly encouraged to consult 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 one waits until the last moment to file a document containing errors or omissions, one's right to appear on the ballot may be lost. Most errors can be corrected given adequate time. If you file early, many errors can be corrected in time to comply with all of the deadlines.

We hope you find this Candidate's Handbook useful. Should you have any suggestions for improving the manual or have identified corrections to be made, please call me, County Clerk Deborah Bautista at (209) 533-5552 or e-mail me at dbautista@co.tuolumne.ca.us

Good luck, and may the best qualified person win.

Sincerely,

A handwritten signature in black ink that reads "Deborah Bautista". The signature is written in a cursive, flowing style.

Deborah Bautista
County Clerk & Auditor-Controller

Contacts and Resources

Tuolumne County Elections Office

Contact us for information regarding the nomination process or any information listed in this handbook.

 (209) 533-5570

 elections@tuolumnecounty.ca.gov

Tuolumne County Code Compliance

Contact this agency regarding political sign restrictions and/or regulations on county property.

 (209) 533-5633

City Of Sonora Planning Department

Contact this agency regarding political sign restrictions and/or regulations on city property.

 (209) 532-3508

Pacific Gas and Electric Company

Contact this agency regarding political sign restrictions on PG&E property.

 (800) 743-5000

Fair Political Practices Commission

Technical Assistance Division

Contact the Technical Assistance Division for information concerning Campaign Disclosure, Conflict of Interest Disclosure, and contribution limits.

 (916) 322-5660 or (866) 275-3772, Monday –Thursday, 9 am - 11:30 am

 (916) 322-3711

 www.fppc.ca.gov

Legal Division

Contact the Legal Division for information concerning Conflict of Interest disqualification and proper use of campaign funds.

 GeneralCounsel@fppc.ca.gov

Enforcement Division

Contact the Enforcement Division for information concerning how to file a complaint under the Political Reform Act.



(916) 322-1932



(866) 275-3772



advice@fppc.ca.gov or complaint@fppc.ca.gov

State Franchise Tax Board

Contact the Franchise Tax Board for information concerning Committee tax status, tax-deductible contributions, charitable non-profit groups or any other tax related question.



(800) 852-5711 or (800) 338-0505



www.ftb.ca.gov

Secretary Of State

Political Reform Division

Contact the Political Reform Division for information concerning Forms 501 or Form 410, political reform, Campaign Committee ID numbers and termination of Campaign Committees.



(916) 653-6224



(916) 653-5045



www.sos.ca.gov

Elections Division

Contact the Elections Division for information concerning the Elections Code, certified list of candidates and statewide elections results.



(916) 657-2166

Federal Elections Commission

Contact the Federal Elections Commission for information concerning federal Campaign Disclosure requirements or contributions from national banks, national corporations and foreign national.



(800) 424-9530



info@fec.gov



www.fec.gov



District Name	Office Name	Number (Trustee, Division, Zone, District, Seat)	Total Number of Seats on Board (if Applicable)	County Other Than Tuolumne (P)=Principal County	Incumbent	Filing By	Nomination Signatures	Voting By	Term of Office (Years)
School									
County Board of Education	County Board of Education Trustee	1	7		JUDI WILSON	Trustee Area	20-40	Trustee Area	4
		2			STEVEN TREAT				4
		3			JULIANA FERIANI				4
		5			NICHOLE SALYERS				4
		4			VACANT				2
Bellevue School District	Board Trustee		3		JACKIE OLAVARRIA	At Large	N/A	At Large	4
					VANESSA LASSOR				2
Big Oak Flat-Groveland Unified	Board Trustee		5		LORI REYNOLDS	At Large	N/A	At Large	4
					MICHELLE COPPOCK				4
					CRAIG HOCHHAUS				4
					JENNIFER AHLWEDE				2
Columbia Union School District	Board Trustee		5		MOLLY DAY	At Large	N/A	At Large	4
					REBEKAH ROGERS				4
Curtis Creek School District	Board Trustee		5		STEVE LEE	At Large	N/A	At Large	4
					ASHLEY BOUJIKAIN				4
Jamestown School District	Board Trustee		5		MISTY MARQUETTE WILSON	At Large	N/A	At Large	4
					CHERI BUNNY				4
Sonora Elementary School District	Board Trustee		5		JOYCE LUPO	At Large	N/A	At Large	4
					CODY RITTS				4
Sonora Union High School	Board Trustee	1	2		DAVID WHEELER	Trustee Area	N/A	Trustee Area	4
		1			JOSIE ALOMIA-BROWN				2
		2	3		CARLA BULL				4
Soulsbyville School District	Board Trustee		5		JOSHUA MILBOURN	At Large	N/A	At Large	4
					HEATHER SPANGLER				4



District Name	Office Name	Number (Trustee, Division, Zone, District, Seat)	Total Number of Seats on Board (if Applicable)	County Other Than Tuolumne (P)=Principal County	Incumbent	Filing By	Nomination Signatures	Voting By	Term of Office (Years)
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School (cont.)

Summerville School District	Board Trustee		5		RACHEL BELL	At Large	N/A	At Large	4
					CASEY KERNS				4
					TIMOTHY HIGGINBOTHAM				2
					KALEN QUESTO				2
Summerville Union High School District	Board Trustee		5		DAVE ATKINS	At Large	N/A	At Large	4
					DENNIS SPISAK				4
					CHANTAL FOWLER				2
					KURT BAYERS				2
Twain Harte School District	Board Trustee		5		NOEL RATHMEL	At Large	N/A	At Large	4
					JACOB FOIADA				4
					JERIBAI TASCOE				2

Fire Protection

Columbia Fire Protection District	Board Member		3		MATTHEW FOUST	At Large	N/A	At Large	4
					VACANT				4
Jamestown Fire Protection District	Board Member		3		JASON DARBY	At Large	N/A	At Large	4
					ROBERT HICKEY				2
					HENRY COLLINS				2
Mi-Wuk Sugar Pine Fire Protection District	Board Member		5		RON DOSS	At Large	N/A	At Large	4
					PAULINE COSTA				4
					MARK MASSMAN				2
Strawberry Fire Protection District	Board Member		5		DAVID ROBERTSON	At Large	N/A	At Large	4
					RICHARD COMBS				4
					VACANT				2



District Name	Office Name	Number (Trustee, Division, Zone, District, Seat)	Total Number of Seats on Board (if Applicable)	County Other Than Tuolumne (P)=Principal County	Incumbent	Filing By	Nomination Signatures	Voting By	Term of Office (Years)
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Fire Protection (cont.)

Tuolumne Fire District	Board Member		5		ADAM ARTZER	At Large	N/A	At Large	4
					TONY KRIEG				4

Community Service

Lake Don Pedro Community Services District	Board Member		5	(P) Mariposa	EMERY ROSS	At Large	N/A	At Large	4
					DANNY JOHNSON				4
					ROY S. PHILLIPS				4
Groveland Community Services District	Board Member		5		NANCY MORA	At Large	N/A	At Large	4
					JANICE KWIATKOWSKI				4
Twain Harte Community Services District	Board Member		5		GARY SIPPERLEY	At Large	N/A	At Large	4
					RICHARD KNUDSON				4
					MARY DEARBORN				4

Sanitary

Jamestown Sanitary District	Board Member		5		JENNIFER RIDDLE	At Large	N/A	At Large	4
					JUDY SELBY				4
					JOHN ROBBINS				2
Tuolumne Sanitary District	Board Member		5		JOHN FERIANI	At Large	N/A	At Large	4
					WREN EASTER				4
					WILLIAM WATERS				4



District Name	Office Name	Number (Trustee, Division, Zone, District, Seat)	Total Number of Seats on Board (if Applicable)	County Other Than Tuolumne (P)=Principal County	Incumbent	Filing By	Nomination Signatures	Voting By	Term of Office (Years)
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Utilities

Tuolumne Utilities District	Board Member	2	5		NEW DIVISION	Division	N/A	Division	4
		3			NEW DIVISION				4
		5			NEW DIVISION				4
Tuolumne Utilities District	Board Member		5		BARBARA BALEN	Incumbents Prior to Separation by Division			
					GLEN JACOBS				
					DAVID BOATRIGHT				

Park and Recreation

Tuolumne Park and Recreation District	Board Member		5		JAKE FERIANI	At Large	N/A	At Large	4
					AARON RASMUSSEN				4

Do I Have to File?

Board members of School and Special Districts are elected officers. This means any person, including current incumbents, who wish to serve in the next term, must file as a candidate with the County Elections Office during the appropriate time period.

At times, seats where a board member was appointed in the middle of the term may also be up for election.

Full-Term Seat (4 years)

All seats on School and Special Districts are on a 4 year term cycle. However, the seats will go to election at staggered times.

For example, if a district board has 5 seats, 2 seats may be up the coming election, and the other 3 seats will be up the next election.

Short-Term Seat (2 years)

Often a seat on a board will become vacant for various reasons, such as, a board member resigns, moves out of the district, etc.

As this seat is an elected position, it must be up in the district's next scheduled election. This is even if a person was appointed to the vacancy by the district board or the County Board of Supervisors.

If the vacancy occurred in the first two years of the seats term, the winning candidate will have been elected to serve the remaining 2 years of the term. This is called a "short term".

Will my name be on the ballot?

For School and Special Districts, a contest will appear on the ballot if more candidates file than seats up for election.

For example, if 3 full-term seats for the Pomegranate School District are up for election, and 4 candidates file, the contest will go on the ballot.

However, if 2 short-term seats for the Pomegranate School District are up for election, and only 2 candidates file, the contest will not appear on the ballot. These candidates will be appointed-in-lieu of election.

What does appointed-in-lieu of election mean?

At the end of candidate filing, if the number of candidates who filed does not exceed the number of seats up for election, the candidates will be appointed-in-lieu of election.

This means rather than the contest appearing on the ballot, the County Board of Education (if a school district), or the County Board of Supervisors (if a special district), will appoint the candidates to the seats as if they were elected to those seats.

School Offices

Summary:

Nomination/Sponsors' Signatures: Not Applicable

Exception: County Board of Education
20-40 Signatures

Filing Fee Not Applicable

Candidate Statement
Fee Required Please see "Candidate Statement" section

Term of Office (years) 4

Filing Periods:

Declaration of Candidacy and
Nomination Period Monday, July 15, 2024 to Friday, August 9, 2024

Nomination - Extended
Nomination Period Saturday, August 10, 2024 to Wednesday, August 14, 2024

Required documents

- ▶ Declaration of Candidacy
- ▶ Statement of Economic Interest (700)
- ▶ Nomination Petition (Board of Education Candidates Only)

Additional documents to consider

- ▶ Ballot Designation Worksheet
- ▶ Code of Fair Campaign Practices
- ▶ Candidate Statement and Affidavit
- ▶ Permission to Post Contact Information
- ▶ Campaign Disclosures

Term of Office

Each person elected at a regular biennial governing board member election shall hold office for a term of four years commencing on the second Friday in December next succeeding his or her election.

Any member of the governing board of a school district or community college district whose term has expired shall continue to discharge the duties of the office until his or her successor has qualified. The term of the successor shall begin upon the expiration of the term of his or her predecessor.

Education Code 5017

Qualifications

A candidate for a school district shall:

- Be at least 18 years of age; and
- Be a citizen of the state; and
- Be a resident of the school district; and
- Be a registered voter; and
- Is not disqualified by the Constitution or laws of the state from holding a civil office.



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

Special District Offices

Summary:

Nomination/Sponsors' Signatures Not Applicable

Filing Fee Not Applicable

Candidate Statement
Fee Required Please see "Candidate Statement" section

Term of Office (years) 4

Filing Periods:

Declaration of Candidacy and
Nomination Period Monday,
July 15, 2024 to Friday,
August 9, 2024

Nomination - Extended
Nomination Period Saturday,
August 10, 2024 to Wednesday,
August 14, 2024

Required documents

- ▶ Declaration of Candidacy
- ▶ Statement of Economic Interest (700)

Additional documents to consider

- ▶ Ballot Designation Worksheet
- ▶ Code of Fair Campaign Practices
- ▶ Candidate Statement and Affidavit
- ▶ Permission to Post Contact Information
- ▶ Campaign Disclosures

Term of Office

Special District Board Members serve a 4-year term beginning at noon on the first Friday in December next following the general district election.

EC 10554

Exception: Resource Conservation District Board Members elected and qualified shall take office at noon on the last Friday in November following their election.

PRC 9355

Qualifications

Community Service

No person shall be a candidate for the board of directors unless he or she is a voter of the district or the proposed district.

No person shall be a candidate for the board of directors that is elected by divisions or from divisions unless he or she is a voter of that division or proposed division.

Government Code § 61040(b)

Fire Protection

A candidate shall be a resident and registered voter of the district.

Health and Safety Code § 13841

Public Utility

A candidate shall be a resident and qualified elector of the district or division.

Public Utilities Code § 15952, TUD Ordinance 9-22

Recreation and Park

A candidate shall be a qualified voter of the district.

Public Resources Code § 5784(c)

Or a board member prior to December 31, 2001 who was elected or appointed as a voter in this state and is an owner of real property within the district.

Public Resources Code § 5784.1

Sanitary District

A candidate shall be a resident elector in the district.

Health & Safety Code §§ 6464

Required and Additional Documents

Declaration of Candidacy

Each candidate must sign and file a declaration formally declaring their candidacy for the office.

Filing period

The Declaration of Candidacy must be received from and filed with the county elections official where they reside between Monday, July 15, 2024 and Friday, August 9, 2024.

Extension

If an incumbent, eligible to be elected, does not file a Declaration of Candidacy and Nomination Petition by the deadline at the close of business, the time period is extended.

Any candidate other than the incumbent may file a Declaration of Candidacy up to Wednesday, August 14, 2024.

Nomination Petition



For County Board of Education Candidates Only

A candidate must file a petition with the Elections Department with signatures of voters who formally nominate the candidate for the office. They must be by registered voters who are eligible to vote for the candidate. See the “Offices up for election” chart to verify how many signatures are required to qualify for the office.

Filing period

Candidates are required to file all sections of a Nomination Petition between Monday, July 15, 2024 and Friday, August 9, 2024.

Extension

If an incumbent, eligible to be elected, does not qualify by the deadline at the close of business, the time period is extended and candidates other than the incumbent may file up to Wednesday, August 14, 2024.

EC §§8020, 8041, 8061, 8062(a)(3), 8066

Statement of Economic Interests (700)

As an elected official will make or influence governmental decisions, a candidate is required to submit a form 700. This disclosure provides a description of a person's financial interests.

This Statement of Economic Interest provides transparency and ensures accountability as it:

- Provides necessary information to ensure that officials are making decisions in the best interest of the public and not enhancing their personal finances.
- Serves as a reminder to the elected official of potential conflicts of interest so the official can abstain from making or participating in governmental decisions that are deemed conflicts of interest.

Filing period

Each candidate must file a Statement of Economic Interests (Form 700) by the final filing date for the Declaration of Candidacy.

Elected officials must also file Statements of Economic Interests within (30) days after assuming office, annually, and within (30) days of leaving office.



Under certain conditions, the Statement of Economic Interests does not need to be filed if the statement was filed within (60) days prior to the filing of a Declaration of Candidacy or the date of assuming office.

Please see the FPPC Filing Schedule in this handbook for further information.

G.C. §§87200 et seq.

Additional Documents to Consider

The documents below are not required for every candidate. It is the responsibility of each candidate to understand the purpose of these documents and determine if they will complete and file them during the candidate filing period. Please see the applicable sections in this handbook for further information.

Ballot Designation Worksheet

If a candidate wants a title or designation to appear under their name on the ballot, they must complete a Ballot Designation Worksheet providing information supporting its use.

Code of Fair Campaign Practices

The California Legislature asked that each candidate read and sign the Code of Fair Campaign Practices which state they will follow the basic principles of decency, honesty, and fair play in order that, after vigorously contested, but fairly conducted campaigns, the citizens of this state may exercise their constitutional right to vote, free from dishonest and unethical practices which tend to prevent the full and free expression of the will of the voters.

Candidate Statement and Affidavit

A Candidate Statement is information, provided by the candidate, concerning their education and qualifications. If provided, it will be printed in the Tuolumne County Voter Information Guide. An affidavit must accompany the candidate statement stating it was prepared by the candidate and that the actual cost of printing, translating, and handling is their responsibility.

Permission to Post Contact Information

Often the media, organizations, and individual voters will contact the elections office requesting contact information for a candidate. A candidate may use this form to give permission to the Tuolumne County Elections Office to post their mailing address, telephone number, and/or email address on our website in order to make this information readily available.

Campaign Disclosure Documents

Candidates and campaigns must file statements disclosing contributions received and expenditures made.

Ballot Designations

Candidates for an elected office can choose to list a ballot designation under their name that tells voters something about themselves. This is often a current elective office title or description of their principal profession, vocation or occupation.

Candidates are not required to use a ballot designation and may opt to leave the space for a designation blank on the ballot.



The designation must appear under their name. No title or degree is allowed to appear on the same line, either before or after, as the candidate's name.

EC §13106

In order to use a ballot designation, an individual must provide information to support their choice under the law.

	YOUR NAME Your Ballot Designation	
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Choosing a Ballot Designation

Summary

If a candidate chooses to have a ballot designation under their name on the ballot, before choosing and submitting their choice they need to consider what is and isn't permitted.



Please see the following pages for a more detailed explanation on submitting your ballot designation for review, general definition of terms, and guidelines for acceptable and unacceptable ballot designations.

- A candidate may choose their principal profession, occupation, or vocation. These are limited to 3 words.
- A candidate may also choose their current elected title or use the word "incumbent". They must also include the word "appointed" if they were appointed to the position.
- If they wish, they may combine multiple designations, but these are limited to 3 words.
- The designation(s) must be an accurate and factual representation of the candidate.

Submitting a Ballot Designation

On the Declaration of Candidacy or Nomination Papers you will be given the opportunity to indicate your ballot designation. However, a candidate is not permitted to use a ballot designation until after they submit a Ballot Designation Worksheet and it is reviewed by the elections office.

1 Ballot Designation Worksheet

On the Ballot Designation Worksheet, you will need to provide your proposed ballot designation and a statement identifying the factual basis supporting your choice. You may also be asked for documentation or further information supporting your choice, such as:

- The dates you held this position
- A description of the work you perform(ed) in the position
- The name of your business or employer
- That this was your primary, main or leading professions, vocations, or occupation.



Principal means a substantial involvement of time and effort that the activity is one of your primary, main or leading endeavors.

The candidate has the burden of establishing that the proposed ballot designation that he or she has submitted is accurate and complies with the law. The worksheet and the supporting documents will become public record after they are filed.



The **entire form** must be completed, or it **will not** be accepted, and you will not be entitled to a ballot designation.

EC 13107.3, CCR 20711, 20714, 20717

2 Elections official review

Once the Ballot Designation Worksheet is submitted, the elections official will review if the chosen ballot designation complies with all provisions of Elections Code § 13107 and CCR § 20710.

3 If a ballot designation is not accepted

If it is found the designation is unacceptable, the elections official will notify the candidate by phone, and registered or certified mail return receipt requested, addressed to the mailing address provided on the candidate's Ballot Designation Worksheet.

Within 3 business days from the date the candidate first receives notice, the candidate must come into the office and file a new designation that is acceptable.



If the candidate fails to provide a new designation within this 3-day period, no designation will appear after their name on the ballot.

No ballot designation can be changed after the final date of filing unless specifically requested by the elections official.

EC §13107

General Definitions

Incumbent

The term “incumbent” must be used as a noun and stand alone. It cannot be used in combination with any other words, including any accompanying adjective or modifiers.

Elective Office

An “Elective Office” is a position filled by virtue of an election by the people. A position of leadership in an elected body or organization is not an elective office.

Principal

This means a substantial involvement of time and effort that the activity is one of the primary, main or leading professional, vocational or occupational endeavors of the candidate.

If you are licensed by the State of California to engage in a profession, vocation or occupation, you are entitled to consider it one of your “principal” professions, vocations or occupations if you have maintained your license current as of the date, and the status is active, at the time you file your nomination documents.



In the event you do not have a current principal profession, vocation or occupation at the time you file your nomination documents, you may use a ballot designation consisting of one which you were principally engaged in during the calendar year immediately preceding the filing of your nomination papers.

The term “principal” precludes any activity which doesn’t involve a significant involvement on the part of the candidate. Involvement which is only nominal, does not meet this requirement.

Profession

This means a field of employment requiring special education or skill and requiring knowledge of a particular discipline. The labor and skill involved in a profession is predominantly mental or intellectual, rather than physical or manual. Recognized professions generally include, but are not limited to, law, medicine, education, engineering, accounting, and journalism.

For example: Acceptable designations of a “profession” include:

- Attorney
- Physician
- Accountant
- Architect
- Teacher
- Journalist

Vocation

This means a trade, a religious calling, or the work upon which a person, in most but not all cases, relies for his or her livelihood and spends a major portion of his or her time.

As defined, vocations may include, but are not limited to, religious ministry, child rearing, homemaking, elderly and dependent care, and engaging in trades such as carpentry, cabinetmaking, plumbing, and the like.

For example: Acceptable designations of a “vocation” include:

- Minister
- Priest
- Mother
- Father
- Homemaker
- Dependent Care Provider
- Carpenter
- Plumber
- Electrician
- Cabinetmaker

Occupation

This means the employment in which one regularly engages or follows as the means of making a livelihood.

For example: Acceptable designations of an “occupation” include:

- Rancher
- Restaurateur
- Retail Salesperson
- Manual Laborer
- Construction Worker
- Computer Manufacturing Executive
- Military Pilot
- Secretary
- Police Officer

General Guidelines for an Acceptable Ballot Designation

There are general guidelines specified by law regarding what can be used as a ballot designation. These guidelines are pursuant to EC [§13106 – 13107.5](#), CCR [§20700](#).

Using an elective office title

If you currently hold an office you were elected to, you may use words designating the elective city, county, district, state or federal office which you hold at the time of filing the nomination documents.

A superior court judge may use the office title if they were either elected or appointed.



There is no limit on the number of words for ballot designations submitted for an applicable elective office.

Using the word “Incumbent”

You may use the word “Incumbent” if you are a candidate for the same office you were elected to and hold at the time of filing the nomination documents.

A superior court judge may use this designation if they were appointed to the office.

If appointed to an elective office

If you currently hold an elective office you were appointed to, and you wish to use the title of the office or the word “incumbent”, you must use the word “appointed” in front of the designation. This does not apply to a superior court judge.



The word “appointed” is not required by a candidate who seeks re-election to an office which he or she was appointed, as a nominated candidate, in lieu of an election.

Only 3 words allowed

No more than 3 words may be used to designate your current principal profession(s), vocation(s), or occupation(s).

The following rules shall govern the application of the three-word limitation:

Grammar and Spelling

The proposed ballot designation must be grammatically correct, generic, and all words must be spelled correctly.

Council Member vs. Councilmember

Using “Councilmember” (one word) vs. “Council Member” (two words) will depend on how the word is used by the governing body of the office up for election.

Acronyms

An acronym is counted as one word.

Geographical Names

All California geographical names shall be considered to be one word.

Examples of geographical names considered to be one word include:

- Tuolumne County
- City of Sonora
- County of Tuolumne

Elective office with other designation

If you choose to include the name of your elective office with another profession, vocation, or occupation, the ballot designation will be limited to no more than 3 words.

For example: Acceptable designations may include:

- State Senator/Rancher
- California Assemblywoman/Attorney
- County Supervisor/Teacher

For example: Unacceptable designations (as it is more than 3 words) may include:

- Assemblyman, 57th District/Educator
- California State Senator/Architect
- Tuolumne County Supervisor/Business Owner

Using “Community Volunteer”

“Community Volunteer” means a person who engages in an activity or performs a service for or on behalf of, without profiting monetarily, one or more of the following:

- A charitable, educational, or religious organization as defined by the U.S. IRS Code section 501 (c)(3);
- A governmental agency
- An educational institution.

The activity or service must constitute substantial involvement of the candidate’s time and effort such that the activity or service is the sole, primary, main or leading professional, vocational or occupational endeavor of the candidate.

Punctuation

Punctuation shall be limited to the use of:

- A comma (,): The word after a comma must modify the word before.
For example: District Attorney, Los Angeles County
- A slash (/): A slash is used to separate two or more distinct designations.
For example: Legislator/Rancher/Physician
- A hyphen (–): This may be used only if the use of a hyphen is called for in the spelling of a word as it appears in a standard reference dictionary of the English language.
For example: sugar-free, user-generated, ice-skate (verb)

Leadership Positions of a Legislative Body

Proposed ballot designations indicating a position of legislative leadership or leadership in another elected body, are not elective offices. Such ballot designations are permissible, but improper as an Elected Office, and such are subject to the 3-word limitation.

Examples of acceptable ballot designations include:

- Assembly Minority Leader
- California Assembly Speaker
- Mayor Pro Tem

Examples of unacceptable ballot designations (as it is more than 3 words) include:

- Majority Leader of the California Senate
- Minority Leader of the California State Assembly
- Speaker of the California State Assembly
- President Pro Tempore of the California State Senate
- City of Sonora Mayor Pro Tem

General guidelines for unacceptable ballot designations

The following types of activities are distinguished from professions, vocations and occupations and are not acceptable as ballot designations:

Avocations

An avocation is a casual or occasional activity, diversion or hobby pursued principally for enjoyment and in addition to the candidate's principal profession, vocation or occupation.

Categories of avocations which are unacceptable may include:

- Hobbies
- Social activities
- Volunteer work (except as noted for "Community Volunteer")
- Matters pursued as an amateur

Pro forma professions, vocations and occupations

Pro forma professions, vocations or occupations are positions held by the candidate which consume little or none of the candidate's time and which, by their nature, are voluntary or for which the candidate is not compensated (except as noted for "Community Volunteer").

Pro forma professions, vocations and occupations which are unacceptable may include:

- | | |
|--------------------------|----------------------------|
| • Honorary Peace Officer | • Honorary Professor |
| • Volunteer Firefighter | • Goodwill Ambassador |
| • Honorary Chairperson | • Official Host or Hostess |

Status

A status is a state, condition, social position or legal relation of the candidate to another person, persons or the community as a whole. A status is generic in nature and generally fails to identify with any particular specificity the manner by which the candidate earns his or her livelihood or spends the substantial majority of his or her time.

Examples of an unacceptable status include:

- Veteran
- Proponent
- Advocate
- Reformer
- Scholar
- Founder
- Philosopher
- Philanthropist
- Activist
- Patriot
- Taxpayer
- Concerned Citizen
- Husband
- Wife

Misleading Designation

Ballot designations that would mislead the voter will be rejected as unacceptable.

Commercial Identification

A ballot designation may not comprise or include commercial identification information, such as a trademark, service mark, trade name, or the specific name of a business, partnership, corporation, company, foundation, or organization.

Examples of an improper use of commercial identification information include:

- Acme Company President
- Universal Widget Inventor
- Director, Smith Foundation
- UC Merced Professor

Evaluation of a Candidate

A ballot designation which would suggest an evaluation of the candidate's qualifications, honesty, integrity, leadership abilities or character will be rejected as unacceptable. Any laudatory or derogatory adjectives, which would suggest an evaluation of the candidate's qualifications, shall not be permitted.

Examples of impermissible adjectives include:

- Senior
- Emeritus
- Specialist
- Magnate
- Outstanding
- Leading
- Expert
- Virtuous
- Eminent
- Best
- Exalted
- Prominent
- Famous
- Respected
- Honored
- Honest
- Dishonest
- Corrupt
- Lazy

Illegal Activities

Ballot designations that refer to any activity prohibited by law will be rejected as unacceptable.

Limit on using words designating a former position

A word or prefix, such as "former" or "ex" which means a prior status is not allowed.

The only exception is the use of the word "retired." However, the use of the word "retired" in a ballot designation is generally limited for use by individuals who have permanently given up their chosen principal profession, vocation or occupation.



A candidate may not use the word "retired" in his or her ballot designation if that candidate possesses another more recent, intervening principal profession, vocation, or occupation.

The word "Retired" cannot be abbreviated or placed after any word or words that it modifies.

Name of a Political Party

It is unacceptable to use the name of any political party in ballot designation, whether or not it has qualified for the ballot.

Racial, Religious or Ethnic Group

It is unacceptable to use a word referring to a racial, religious or ethnic group. If the candidate is a member of the clergy, the candidate may not make reference to his or her specific denomination. However, the candidate may use his or her clerical title as a ballot designation.

Examples of acceptable designations are:

- Rabbi
- Pastor
- Minister
- Priest
- Bishop
- Deacon
- Monk
- Nun
- Imam



California Secretary of State
BALLOT DESIGNATION WORKSHEET

November 5, 2024, General Election (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 DOCUMENT.**

Candidate
Information

1

Candidate Name:

Office:

Email:

Home Address:

Mailing Address:

Business Address:

Phone Number(s)

Business:

Home/Mobile:

Fax:

Attorney or
Other
Authorized
Person
Information

2

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.

Proposed Ballot
Designation(s)

3

Proposed Ballot Designation(s):

Alternate Ballot Designation(s) 1:

Alternate Ballot Designation(s) 2:

If your proposed ballot designation is pursuant to Elections Code § 13107(a)(3):

The professions, vocations or occupations relied upon to support my proposed ballot designation(s) constitute my primary, main or leading professions, vocations or occupations. **Initial** _____

Translation of Proposed Designation: Gender specific translations will default to the masculine form for uniformity in translation unless you specify otherwise: () Masculine () Feminine

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. **(Note: It is not necessary to provide copies of Certificates of Election if you are currently a seated member for a voter-nominated office).**
- (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.

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.

4

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

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

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

X

Candidate’s Signature

Date Signed: Month/Day/Year

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).



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

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

Justification for
Alternate Ballot
Designation(s) 2

B

Justification for use of 1 st PVO:		
Current or most recent job title:	Start Date:	End Date:
Employer Name or Business:		
Person who can verify this information:		
Name:	Phone Number(s):	Email:
Justification for use of 2 nd PVO:		
Current or most recent job title:	Start Date:	End Date:
Employer Name or Business:		
Person who can verify this information:		
Name:	Phone Number(s):	Email:
Justification for use of 3 rd PVO:		
Current or most recent job title:	Start Date:	End Date:
Employer Name or Business:		
Person who can verify this information:		
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 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 the candidate was elected by vote of the people.

(2) The word “incumbent” if the candidate is a candidate for the same office which the candidate holds at the time of filing the nomination papers, and was elected to that office by a vote of the people. A candidate shall not use the word “incumbent” if the candidate was elected to their office in an at-large election and is a candidate in a district-based election.

(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 the candidate holds and to which the candidate 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 the candidate 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 the candidate’s principal professions shall use one of the following ballot designations as the candidate’s 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, including a generally available standard reference dictionary published online, 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:



- (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 the candidate 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.

(i) In all cases, the words so used shall be printed in a manner consistent with the space requirements of Sections 13207 and 13211.

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

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.

(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.

Code of Fair Campaign Practices

The California Legislature asked that each candidate read and sign the Code of Fair Campaign Practices which state they will follow the basic principles of decency, honesty, and fair play in order that, after vigorously contested, but fairly conducted campaigns, the citizens of this state may exercise their constitutional right to vote, free from dishonest and unethical practices which tend to prevent the full and free expression of the will of the voters.

At the time you are issued your declaration of candidacy, nomination papers, or any other paper showing an intention to be a candidate, the elections office will provide this form. This form is voluntary, and you need to make a decision if you will sign and file it.



The elections office will keep this form on file for public inspection until 30 days after the election.

EC §20400



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

Candidate Statement

A Candidate Statement is information, provided by you, the candidate, concerning your education and qualifications. This is optional. If provided it will be printed in the Voter Information Pamphlet section of the Tuolumne County Voter Information Guide. You must file our form declaring whether or not you are filing a statement.

Any candidate for local nonpartisan office may submit a Candidate Statement to be printed in the Voter Information Pamphlet portion of the Tuolumne County Voter Information Guide. U.S. Representative candidates, and State Senate and Assembly legislative candidates who choose to keep their campaign spending under specified dollar limits may submit a Candidate Statement.



Your candidate statement with payment is due at the time Nomination Signatures are filed. If no nomination signatures are required, it is due by the close of candidate filing.

Steps to Submit a Statement

1 Before filing, provide a digital copy

You must provide a digital copy of your candidate statement in Microsoft WORD format. You may send this by email or deliver it on a CD.

2 Elections office counts the words

Once you are in the office and ready to file the candidate statement, the elections office will print out a copy of the digital document received and count the words (see the “Word Count” section in the guide). If the word count is above the amount allowed, the statement will not be accepted as filed.



The elections office will not count the words until you are in our office and ready to file.

The maximum allowed for US Representative candidates, and State Senate and Assembly office candidates who choose to keep their campaign spending under a specified limit, have a limit of **250 words**. All other candidates have a limit of **200 words**.

EC §13307(a), 13307.5, GC §85601

3 Pay the candidate statement fee

If your statement submitted is below or meets the amount allowed, you will then pay the cost provided. Please see the “Candidate Statement Cost” at the end of this section for the amounts.



Unless otherwise determined by the governing body, candidate statements are printed at the expense of the candidate.

You will be required to make a check payable to the “Tuolumne County Elections Office” for the amount.

Basis for cost

Costs for candidate statements are based on the total costs of printing, handling, translating and mailing the candidate statement, including costs incurred as a result of complying with the Federal Voting Rights Act of 1965.

Tuolumne County is required to print all candidate statements in English. Each candidate filing a statement is required to pay the pro rata share as a condition of having the statement included in the voter information guide.

4 Sign the affidavit and file the statement

Once the estimated cost is paid, the elections office will accept your statement for filing. When filing, you must sign:

- A copy of the candidate statement
- The affidavit executed under penalty of perjury, declaring that the information contained in the statement is true and correct.



Please proofread your statement. The statement will be printed exactly as filed. This office will not correct any misspellings or errors in grammar or punctuation. After filing, the statement can be withdrawn, but not changed. The last day to withdraw is the first business day after the close of candidate filing.

Candidate Statement Cost

District Name	Number (Trustee, Division, Zone, District, Seat)	Candidate Statement Estimate
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Countywide Offices		\$1,405.00
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County

Supervisory	1	\$276.12
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School

County Board of Education	1	\$190.75
	2	\$227.09
	3	\$198.37
	4	\$234.02
	5	\$184.43
Bellevue School District		\$49.91
Big Oak Flat-Groveland Unified		\$147.20
Columbia Union School District		\$177.38
Curtis Creek School District		\$259.52
Jamestown School District		\$138.82
Sonora Elementary School District		\$238.97

Sonora Union High School	1	\$377.96
	2	\$620.48
Soulsbyville School District		\$133.83
Summerville School District		\$113.24
Summerville Union High School District		\$259.36
Twain Harte School District		\$146.12

Fire Protection

Columbia Fire Protection District		\$18.93
Jamestown Fire Protection District		\$19.78
Mi-Wuk Sugar Pine Fire Protection District		\$26.79
Strawberry Fire Protection District		\$2.66
Tuolumne Fire District		\$41.70

Community Service

Lake Don Pedro Community Services District		\$25.86
Groveland Community Services District		\$86.61
Twain Harte Community Services District		\$36.46

Sanitary

Jamestown Sanitary District		\$58.49
Tuolumne Sanitary District		\$38.15

Utilities

Tuolumne Utilities District	2	\$243.57
	3	\$245.98
	5	\$262.54

Park and Recreation

Tuolumne Park and Recreation District		\$106.19
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General Format and Guidelines

Statements will be printed in uniform type, style and spacing. Paragraphs should be single-spaced, with no line spacing between paragraphs.



The elections office may need to make adjustments to the candidate statement for space requirements in the Voter Information Guide.

Header

In the header of the statement you must state your name, and optionally may place your age and occupation. This is not included in the word count. The occupation is not restricted by ballot designation limitations; but should not exceed 7 words in length.

Education, qualifications, and background

The body of the candidate statement is a description of your education, personal background, and qualifications. This section is limited by the word count.

Your statement must be written in the first person. For example:

- "I am running..."
- "I went to..."
- "I believe..."

The statement cannot be written in 3rd person, quote other persons, and must not in any way make reference to other candidates for that office or to another candidate's qualifications, character, or activities. For example:

- "She is running..."
- "Jane Doe is running..."
- "My opponent is..."

Formatting not permitted

- | | |
|------------------------|--|
| • Extra indentations | • Graphics |
| • Any bold | • Extra punctuation |
| • Underlining of words | • Capitalized words for added emphasis |
| • Italics | • Bullets of any kind |

Party Affiliation

Statements must not include your party affiliation, or membership or activity in partisan political organizations.

EC §13307(a)(1), 13308

Word Count Standards

Type	Description	Examples
Punctuation Marks	Punctuation marks are not counted. However, symbols such as “&” (and), and “#” (number/pound) are not considered punctuation and each symbol is counted as one (1) word.	
Proper Noun	Proper Nouns used to identify a person, place, or thing are counted as one word. Geographical names are included as proper nouns.	“Sonora High School”, “The Library of Congress”, “George Washington”, “City and County of San Francisco” [1 WORD]
Abbreviations and Acronyms	Acronyms or abbreviations for a word, phrase, or expression are counted as one (1) word.	CSUF, PTA, UCSF, U.S.M.C.
Hyphenated Words	A hyphenated word that appears in any generally available standard reference dictionary published in the U.S. at any time within the last 10 calendar years immediately preceding the election are counted as one (1) word.	Attorney-at-law, full-time (as an adjective), in-law
	 Be aware that many word processing software will count a hyphenated word as one word even if it does not fit this criteria.	

Type	Description	Examples
Dates	Dates consisting of a combination of digits are counted as one (1) word.	06/01/1995 [1 WORD]
	Dates consisting of a combination of words and digits are counted as multiple words.	July 4, 2012 [3 WORDS], December Twenty-fifth [2 WORDS]
Numeric Combinations	Numeric combinations will be counted as one (1) word.	1973, 13 1/2, 1971-73, 5%, 8/3/73, #14
Monetary Amounts	Monetary amounts consisting of a combination of digits are counted as one (1) word.	15,000,000 [1 WORD]
	Monetary amounts consisting of a combination of words and digits are counted as multiple words.	\$15 million [2 WORDS]
Telephone and Fax Numbers	Telephone and fax numbers are counted as (1) word.	(209) 533-5570 [1 WORD] 1-800-345-VOTE [1 WORD]
Email Addresses and Websites	Email addresses and websites are counted as (1) word.	www.co.tuolumne.ca.us/elections [1 WORD] myemail@co.tuolumne.ca.us [1 WORD]

EC §9



Many word processing software do not count words using the same methodology. Please do not rely solely on software to count words prior to filing.

Special Considerations

Changing and withdrawing

Statements may be withdrawn until 5 pm the next regular business day following the close of nominations for the office. They cannot be changed after filing (except as specifically required by the elections official).

Confidentiality

Statements will remain confidential until the end of the filing deadline for nomination papers for the office.

Public Examination

After the deadline for filing nomination papers, anyone may examine any candidate statements and may purchase copies.

During a 10-calendar day period beginning the day after the close of nomination, any voter of the jurisdiction the election is being held may seek a writ of mandate or an injunction with the courts requiring any or all of the material in a candidate's statement to be amended or deleted.

EC §13313

Order of appearance in the guide

Statements will be printed in random order unless repositioned due to space considerations. Statements do not rotate.

Liability

Nothing in this section shall be deemed to make any such 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 information guide.

Any candidate who knowingly makes a false statement of material fact in a candidate's statement prepared pursuant to Elections Code Section 13307, with the intent to mislead the voters in connection with his or her campaign for nomination of election to a nonpartisan office is punishable by a fine not to exceed \$1,000.

EC §13307 (d) E.C.18351

Sample Candidate Statement

This example illustrates the candidate's statement as it will be printed in the voter information guide. The upper portion stating the contest, name, age, and occupation is not included in the word count. The statement shown below has been typed, in upper and lower case, sentence form.

CITY COUNCIL DISTRICT**Candidate's Name:** Naveen Hernandez**Age:** 32**Occupation:** Businesswoman

Education and Qualifications: I can bring to the office a diversity of viewpoints and experience. Born and raised in the Tuolumne area with my family still logging, I can appreciate the concerns of the environmentalist. On the other hand, having been in business since my undergraduate days at college and with my experience in the rental and real estate fields, I appreciate the housing requirements of our community. As a recent student, I understand their needs for a variety of housing choices and their frustration with high rental costs. I tend towards moderation and a real balancing of the competing segments of the community. I encourage differing viewpoints rather than the "them and us" concept.

I advocate a program to protect our neighborhoods from increasing overcrowding and visual blight. I support a shopping center in the city and would insist on a plan to encourage the commercial enterprises that complement our shopping needs. Our council should actively consider subsidized housing for senior citizens and perhaps others, but with implementation only after voter approval of a specific program.

Permission to Post Contact Information

Elections Website: www.co.tuolumne.ca.us/elections

Purpose

Often the media, organizations, and individual voters will contact the elections office requesting contact information for a candidate. A candidate may use our form to give permission to the Tuolumne County Elections Office to post their contact information on our website in order to make this information readily available.

Providing Permission

In accordance with the applicable code sections, we require all candidates, whether currently serving as elected or appointed officials or not, to provide permission for each election.

Each candidate will be given a form where they may give permission for their contact information to be posted online. This information may include:

- Mailing address
- Telephone number
- Email address



The candidate may give permission for only one, two, or all three to be posted.

Restrictions

As this is intended as a means for voters and media to contact the candidate, and not a method of campaigning, the elections office will not post information such as:

- Website address
- Facebook account
- Twitter account

Contribution Limits



Disclaimer



It is the responsibility of the candidate and or committee to be aware of and to file the required campaign disclosure statements in a correct and timely manner. The county elections office cannot provide advice or recommendation on the appropriate forms to file or information to provide.

As Tuolumne County, nor the City of Sonora, have not enacted contribution limits for city or county candidates, effective 01/01/2021, Pursuant to AB 571 (2019), state limits apply to all city and county campaigns.

The current limit for 2023-2024 is set at **\$5,500** per election. This amount will be updated biennially. Contribution limits can be found in Regulation 18545(a)2 and on the FPPC website here: <https://www.fppc.ca.gov/learn/campaign-rules/state-contribution-limits.html>.

These default contribution limits under AB 571 applies only to city and county elections for offices that a city or county has not implemented its own contribution limit. Elective city and county offices does not include judicial offices, or special or school district elections.

For more information, visit the FPPC website or click here:

https://www.fppc.ca.gov/content/dam/fppc/NS-Documents/TAD/Campaign%20Documents/AB_571_Fact_Sheet_Final.pdf

Resources

Advice:



1-866-ASK-FPPC

(866) 275-3772 *1



Advice@fppc.ca.gov

(Telephone Advice is available

Monday - Thursday 9am-11:30am)

General Information:



(916) 322-5660



All FPPC manuals can be found on at www.fppc.ca.gov or by clicking [here](#).

Campaign Disclosure Requirements



Disclaimer



It is the responsibility of the candidate and or committee to be aware of and to file the required campaign disclosure statements in a correct and timely manner. The county elections office cannot provide advice or recommendation on the appropriate forms to file or information to provide.

Financial and campaign disclosure documents provide the public with the financial interests of the candidate, as well as, the identity of contributors and the amounts they give to a campaign, and the amounts candidates and committees spend. These disclosures provide transparency and ensure accountability.

These individuals and groups include:

- All candidates for state and local elective office
- Proponents of state and local ballot measures who control a ballot measure committee
- Committees supporting or opposing state and local candidates
- All measure and petition circulation committees



There is a late filing fine of \$10 per day for the late filing of any campaign disclosure statements after the deadline until the statement or report is filed.

Resources

Advice:



1-866-ASK-FPPC

(866) 275-3772 *1



Advice@fppc.ca.gov

(Telephone Advice is available

Monday - Thursday 9am-11:30am)

General Information:



(916) 322-5660



All FPPC manuals can be found on at
www.fppc.ca.gov or by clicking [here](#).

700 Statement of Economic Interest

A candidate files this document informing the public of their financial interest in the community. This would include their income, investments, interests in real property, and business positions held on the date of filing your declaration of candidacy. For further information, please visit www.fppc.ca.gov or find the form [here](#).

Who

Every candidate seeking to be elected to a position which participates in making governmental decisions is required to file a Statement of Economic Interests.

For example, this includes those seeking election to a county office, city office, school board, and special district.

When

A candidate must file their Form 700 no later than the final date for filing the declaration of candidacy or nomination documents, which is typically 88 days before an election.



Exception: If a candidate filed an assuming office or annual statement for the same jurisdiction for which they are running within 60 days before filing the declaration of candidacy or nomination documents, a Form 700 is not required.

Where

A candidate must file their Form 700 with their local Elections office.

501 *Candidate Intention Statement*

A candidate files this document stating they intend to become a candidate in the coming election. For further information, please visit www.fppc.ca.gov or find the form [here](#).

Who

A candidate for state or local office must file this form for each election, including reelection to the same office.

When

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.

Where

- **State** candidates (including judges) file at the Secretary of State's Political Reform Division.
- **Local** candidates file at the Elections office.

410 Statement of Organization

This form is used to report the organization of a recipient committee. A “Recipient Committee” is an individual or group who receives contributions of \$2,000 or more per year for political purposes. This includes candidate-controlled committees; committees primarily formed to support or oppose candidates or ballot measures; political party committees; and other general purpose committees (generally formed to support or oppose more than one candidate or ballot measure).

Even The personal funds of a candidate or officeholder used to seek or hold elective office are contributions and count toward qualifying as a recipient committee. After filing, you will receive a Committee ID Number.

For further information, please visit www.fppc.ca.gov or find the form [here](#).



Candidates personal funds used to pay a candidate filing fee or a fee for the statement of qualifications to appear in the voter information guide do not count toward the \$2,000 threshold.

Who

Candidates, Recipient Committees, and Multipurpose Organizations who raise contributions or have expenditures for a California election past a certain amount.

When

This must be filed within 10 days of receiving \$2,000 in contributions. If your committee has not yet reached the \$2,000 threshold, and you are filing early, mark the “not yet qualified” box.

Where

- **All committees** must file a copy with original ink signatures with the Secretary of State’s Political Reform Division.
- **County** and **city** committees must also file a copy with the elections office.

470 Officeholder/Candidate Campaign Statement

This form is used to report you do not anticipate receiving or spending \$2000 or more during the calendar year.

A supplemental form is also provided to report when/if you do receive or spend more than this amount. For further information, please visit www.fppc.ca.gov or find the form [here](#).

Who

This is filed by officeholders and candidates on the ballot who do not have a controlled committee, do not receive contributions totaling \$2,000 or more during the calendar year, and do not spend \$2,000 or more during the calendar year.

When

If this is filed in connection with an election, or on or before the filing deadline for the first campaign statement required for the calendar year, no additional campaign statements need to be filed for that calendar year as long as the total contributions and expenditures remain less than \$2,000.



If, after filing, receipts or expenditures reach \$2,000 or more, see the Form 470 Supplement for important reporting requirements.

Where

- **State officeholders, state candidates, judges and judicial candidates** must file the original and one copy with Secretary of State's Political Reform Division, as well as one copy with the local elections office.
- **Elected officers and candidates** for local multicounty agencies file an original and one copy with the elections official for the county with the largest number of registered voters in the district and one copy with the candidate's county of domicile.
- **Elected county officeholders and candidates** for county offices file an original and one copy with the elections official for that county.
- **Elected city officeholders and candidates** for city offices file an original and one copy with the city clerk.

460 Recipient Committee Campaign Statement

This is filed by recipient committees to report expenditures and contributions. It can be used to file a pre-election statement, semi-annual statement, quarterly statement, termination statement, special odd-year report, or an amendment to a previously filed statement.

For further information, please visit www.fppc.ca.gov or find the form [here](#).

Who

This is used by all recipient committees, including:

- Candidates, Officeholders and Their Controlled Committees
- Primarily Formed Ballot Measure Committees
- Primarily Formed Candidate/Officeholder Committees
- General Purpose Committees

When

This is filed when either:

- A candidate has formed a controlled committee
- A candidate has raised or spent or will raise or spend \$2,000 or more during a calendar year in connection with election.
- Two-thousand dollars (\$2,000) or more will be raised or spent during the calendar year at the behest of the officeholder or candidate.

Where

In general, **state committees** file an original with the Secretary of State and a copy with the local elections office.

Local committees, will file with the filing officer of the local jurisdiction.

See the form 460 for more detailed information ([460](#))

Important Facts and Requirements Often Overlooked

Who discloses

- Every candidate on the ballot must file either a 470 or 460.
- Even unopposed candidates are subject to the campaign disclosure provisions of the Political Reform Act. (Gov. Code §82007)

What to disclose

- Contributions include PERSONAL FUNDS and are subject to the same disclosure requirements.
- Loans to a candidate are considered contributions unless the loan is from a financial institution. The source of these loans must be disclosed.
- Filing fees and candidate statement fees may be paid in cash if the candidate is using personal funds and will not be reimbursed through the committee. (Gov. Code §85200)

Otherwise, campaign disclosure laws require that expenditures of \$100 or more be made by written instrument containing the names of both the payee and payer. (§84300)

- For contributions of \$100 or more, including loans, and in-kind contributions, you must disclose the contributor's name, address, occupation and employer. Contributions of \$100 or more may not be made in the form of a money order or cashier's check. Contributions may continue to be made with a credit card. (Gov. Code §84300)
- Candidates must disclose employer information for all contributors and keep all records of occupation and employer information.
- Payee addresses must be disclosed on the campaign statements for expenditures made.
- All expenditures of \$100 or more must be itemized on the campaign statements, and then summarized on the Campaign Disclosure Statement Summary Page.

When to disclose

- Prior to soliciting or receiving any contribution (including a loan), all elected officeholders and all candidates must file Form 501 (Candidate Intention).
- If \$2,000 or more is received from one contributor during the last 90 days before the election, disclose receipt within 24 hours, even if the contribution is from your personal funds.
- A Statement of Organization (Form 410) must be filed within 10 days by any person who receives contributions totaling \$2,000.
- As long as a committee is in existence, a Semi-Annual Campaign Statement must be filed. If the candidate has filed a long form (460) previously in the calendar year, a 460 must be filed as the Semi-Annual Statement even if there is no activity.

Committee Management

- Officeholders and candidates who receive contributions or make expenditures must establish a campaign checking account in California and report it on a Form 410.
- If the committee changes its treasurer, an amendment to the Form 410 Statement of Organization must be filed.

Best Practices

The laws passed to enforce the campaign disclosure requirements can be challenging. Below are any often-overlooked requirements and best practices.

- Be Prepared! 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.
- DO NOT USE OF CAMPAIGN FUNDS FOR PERSONAL REASONS. Use campaign funds only for political, legislative, or governmental purposes.
- Maintain details on contributions and expenditures of \$25 or more, even if you are spending less than \$2,000.
- Make copies of all contributor checks.
- Itemize expenditures of \$500 or more made by an agent or campaign consultant.
- 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.

Fair Political Practices Commission

Filing Schedule for Candidates and their Controlled Committees for Local Office Listed on the November 5, 2024 Ballot

Page 62

<i>Deadline</i>	<i>Period</i>	<i>Form</i>	<i>Notes</i>
Jul 31, 2024 <i>Semi-Annual</i>	* – 6/30/24	460	All committees must file this statement.
Within 24 Hours <i>Election Cycle Reports</i>	8/7/24 – 11/5/24	497	- File if a contribution of \$1,000 or more in the aggregate is received from a single source. - File if a contribution of \$1,000 or more in the aggregate is made to or in connection with <i>another</i> candidate or measure listed on the November 5, 2024, ballot. - The recipient of a non-monetary contribution of \$1,000 or more in the aggregate must file a Form 497 within 48 hours from the time the contribution is received. - File by personal delivery, e-mail, guaranteed overnight service, or fax. The committee may also file online, if available.
Sep 26, 2024 <i>1st Pre-Election</i>	7/1/24 – 9/21/24	460 or 470	Each candidate listed on the ballot must file Form 460 or Form 470 (see below).
Oct 24, 2024 <i>2nd Pre-Election</i>	9/22/24 – 10/19/24	460	- All committees must file this statement. - File by personal delivery or guaranteed overnight service. The committee may also file online, if available.
Jan 31, 2025 <i>Semi-Annual</i>	10/20/24 – 12/31/24	460	All committees must file Form 460 unless the committee filed termination Forms 410 and 460 before December 31, 2024.

Additional Notes:

- ***Period Covered:** The period covered by any statement begins on the day after the closing date of the last statement filed, or January 1, if no previous statement has been filed.
- **Local Ordinance:** Always check on whether additional local rules apply.
- **Deadline Extensions:** Deadlines are extended when they fall on a Saturday, Sunday, or an official state holiday. This extension does not apply to a 24-Hour/10-Day Contribution Report (Form 497) that is due the weekend before the election, and this extension never applies to any 24-Hour/10-Day Independent Expenditure Report (Form 496). Such reports must be filed within 24 hours, regardless of the day of the week.
- **Method of Delivery:** All paper filings may be filed by first-class mail unless otherwise noted. A paper copy of a statement may not be required if a local agency requires online filing pursuant to a local ordinance.
- **Form [501](#):** All candidates must file Form 501 (Candidate Intention Statement) before soliciting/receiving contributions.

Fair Political Practices Commission

- **Form 460:** Candidates who have raised/spent \$2,000 or more file Form 460. The Form 410 (Statement of Organization) must also be filed once \$2,000 or more has been raised/spent.
- **Form 470:** Candidates who do not raise or spend \$2,000 or more (or anticipate raising or spending \$2,000 or more) in 2024 and do not have an open committee may file Form 470 on or before September 26, 2024. If the candidate raises or spends \$2,000 or more, later during the calendar year, a Form 470 Supplement and a Form 410 must be filed.
- **Independent Expenditures:** Committees making independent expenditures totaling \$1,000 or more to support or oppose other candidates or ballot measures also file:
 - **Form 496:** This form is due within 24 hours if made in the 90-day, 24-hour reporting period of the candidate's or measure's election. Refer to the applicable filing schedule. Form 496 is filed with the filing officer in the jurisdiction of the affected candidate or measure.
 - **Form 462:** This verification form must be e-mailed to the FPPC within 10 days..
- **After the Election:** Reporting requirements will depend on whether the candidate is successful and whether a campaign committee is open. See [Campaign Disclosure Manual 2](#) for additional information.
- **Public Documents:** All statements and reports are public documents.
- **Resources:** Campaign manuals and other instructional materials are available on the [Campaign Rules](#) page. Or, visit www.fppc.ca.gov > Learn > Campaign Rules.

Fair Political Practices Commission

Filing Schedule for State Candidates and their Controlled Committees Listed on the November 5, 2024 Ballot

Deadline	Period	Form	Notes
July 31, 2024 <i>Semi-Annual</i>	* – 6/30/24	460 or 470	Each candidate listed on the ballot must file Form 460 or Form 470 (see below).
Within 10 Business Days <i>\$5,000 Report</i>	Ongoing – <i>File anytime other than the 90-day election cycle</i>	497	Only E-filers file this report: - File if a contribution of \$5,000 or more is received from a single source. - No paper copy is required. - File within 10 business days of receipt of contribution.
Within 24 Hours <i>Election Cycle Reports</i>	8/7/24 – 11/5/24	497	- File if a contribution of \$1,000 or more in the aggregate is received from a single source. - File if a contribution of \$1,000 or more in the aggregate is made to or in connection with a candidate or ballot measure listed on the November 5, 2024, ballot, or made to a political party committee. - The recipient of a non-monetary contribution of \$1,000 or more in the aggregate must file a Form 497 within 48 hours from the time the non-monetary contribution is received. - E-file only. No paper copy is required.
Sep 26, 2024 <i>1st Pre-Election</i>	7/1/24 – 9/21/24	460 or 470	Each candidate listed on the ballot must file Form 460 or Form 470 (see below).
Oct 24, 2024 <i>2nd Pre-Election</i>	9/22/24 – 10/19/24	460	- All committees must file this statement. - Paper copies must be filed by personal delivery, guaranteed overnight service, or by email with a verified digital signature.
Jan 31, 2025 <i>Semi-Annual</i>	10/20/24 – 12/31/24	460	All committees must file Form 460 unless the committee files termination Forms 410 and 460 before December 31, 2024.

See next pages for additional reporting information.

Fair Political Practices Commission

Additional Reports

Depending on committee activity, one or more of the following statements may also be required:

- **Payments Related to a State Ballot Measure (E-filers Only):** File Form 496 (24-Hour/10-Day Independent Expenditure Report) or Form 497 (24-Hour/10-Day Contribution Report) within 10 business days of making payments totaling \$5,000 or more in connection with a single state ballot measure.
- **Form 511:** File within 10 days of making either of the following expenditures related to an advertisement to support or oppose a ballot measure: 1) a payment totaling \$5,000 or more to an individual to appear in an advertisement, or 2) a payment of any amount to an individual portraying a member of a licensed occupation (e.g., nurse, doctor, firefighter). **E-filers must also file a paper copy.****
- **Form E-530:** File within 48 hours of making a payment, or a promise of a payment, of \$50,000 or more during the 45 days prior to an election for a communication that identifies a state candidate listed on the ballot but does not expressly advocate the election or defeat of the candidate. No paper copy is required.

Additional Notes:

- ***Period Covered:** The period covered by any statement begins on the day after the closing date of the last statement filed, or January 1, if no previous statement has been filed.
- ****Paper Filings:** All paper filings *may* be filed by first-class mail or by email with a verified digital signature unless otherwise noted. Persons required to file a report or statement by paper with the Secretary of State's Office *may* instead file by email (digitalfiling@sos.ca.gov) with a verified digital signature or other digital means as prescribed by the Secretary of State's Office. Please visit the Secretary of State's [website](#) for more information on how to file with a digital signature. Refer to the [filing with a digital signature fact sheet](#) for assistance in creating your digital ID.
- **Deadline Extensions:** Deadlines are extended when they fall on a Saturday, Sunday, or an official state holiday. This extension does not apply to a 24-Hour/10-Day Contribution Report (Form 497) that is due the weekend before the election, and this extension never applies to any 24-Hour/10-Day Independent Expenditure Report (Form 496). Such reports must be filed within 24 hours, regardless of the day of the week.
- **Where to File:** State committees that are e-filers, file reports with the Secretary of State. Candidate controlled committees that are not e-filers file paper copies with the elections' official at the candidate's county of domicile.
- **Form 501:** All state candidates must file Form 501 before soliciting or receiving any contributions or before making expenditures from personal funds. A candidate may, until the deadline for filing nomination papers set forth in Section 8020 of the Elections Code, amend Form 501 to change his/her statement of acceptance or rejection of voluntary expenditure limits provides he or she has not exceeded the limits.
- **E-filer:** A state committees that has received contributions or made expenditures totaling \$25,000 or more.
- **Form 460:** All state committees, including e-filers, must also file paper statements.**
- **Form 470:** Candidates who do not raise or spend \$2,000 or more (or anticipate raising or spending \$2,000 or more) in 2024 and do not have an open committee may file Form 470 on or before September 26, 2024. If the candidate raises or spends \$2,000 or more later during the calendar year, a campaign committee must be opened, and a Form 470 Supplement and a Form 410 must be filed.
- **Forms 496 and 497:** All reports filed online only.

Fair Political Practices Commission

Page 66

- **Independent Expenditures:** Committees making independent expenditures totaling \$1,000 or more to support or oppose other candidates or ballot measures also file:
 - **Form 496:** This form is due within 24 hours if made in the 90-day, 24-hour reporting period of the candidate's or measure's election. Refer to the applicable filing schedule. Form 496 is filed with the filing officer in the jurisdiction of the affected candidate or measure.
 - **Form 462:** This verification form must be e-mailed to the FPPC within 10 days.
- **Multiple Committees:** All committees controlled by a state candidate listed on the June ballot must file statements on the pre-election filing deadlines, in addition to the committee formed for this election. For example, a candidate for Senate listed on the November 5, 2024, ballot who maintains an Assembly officeholder committee must file pre-election statements for both committees even if the Assembly committee has not received or made payments.
- **State Contribution Limits:** Refer to the [contribution limits chart](#) on the FPPC website.
- **Penalties:** Late statements and reports are subject to a fine of \$10 per day on both the paper and the e-filed version (i.e., \$20 per day for a late Form 460). Failure to file a statement or report could result in an enforcement penalty of \$5,000 per violation.
- **After the Election:** Reporting requirements will depend on whether the candidate is successful and whether a campaign committee is open. See [Campaign Disclosure Manual 1](#) for additional information.
- **Public Documents:** All statements and reports are public documents.
- **Resources:** Campaign manuals and other instructional materials are available on the [Campaign Rules](#) page. Or, visit www.fppc.ca.gov > Learn > Campaign Rules.

3 Different Types of Contests

In a Presidential General in California, there are 3 different types of contests being held on the same ballot. The type of contests determines how a contest will appear.

Party-Nominated/Partisan Office

(President)

Each qualified party in California may nominate a candidate to run for President in the general election. This candidate will appear with the candidate for Vice-President under their party.

All parties will appear on the same ballot. All voters may cast their vote for whichever candidate, regardless the voter's registered party.

A write-in line is provided.

Voter-Nominated Offices

(Federal and State, except State Superintendent)

The top two vote getters from the primary will appear on the general election ballot. Their party preference as they are registered to vote, or lack of party preference, appears next to their name.

No line for write-in candidates will appear.

Non-Partisan Office

(Local Contests, including Superior Court Judge, County, City, Schools, and Special Districts)

In a non-partisan office contest, candidates are not permitted to have their party preference next to their name on the ballot.

For **Judicial** and **County** offices, if no candidates in the primary received a majority of the votes from ballots cast for candidates for that office, the top two vote getters move on to the general election.

For all other contests, including city, schools, and special districts, the top vote getters win the contests. (Exception: If there is a tie among the top votergetters)

EC §8140, §15450

Voter's Choice Act

Tuolumne County began implementing the Voter's Choice Act in the March 2020 Election, and will again use this model in November 2024. The VCA is designed to modernize voting and provide greater flexibility and convenience to voters.

Below is a comparison between the prior election model, and an election under the Voter's Choice Act.

	Prior Election Model	Under the Voter's Choice Act
Open Hours	Polling locations were open <u>only</u> on Election Day. *The Elections Department opens 29 days before each election for voting.	Vote Centers are open 4 to 10 days before Election Day.
Location for Voting	A voter would have needed to go to the polling location assigned to their area.	A voter can go to any Vote Center open in the county.
Voter Check-in	A voter would have needed to be listed on the roster for that polling location, and if one was sent to them, surrender their vote-by-mail ballot. Otherwise, they voted a provisional ballot.	Vote Center employees have a database to reference. They will be able to determine if a voter is a registered voter in the county and if they have already voted. No need for a provisional ballot.
Ballot Received at a Location	A voter received a ballot for that polling location's area. And if they were not on the roster, they would vote a provisional ballot.	They receive a ballot for the area they live in.
Vote-by-mail Ballot Issued	Two groups automatically received a ballot by mail: - Those requested to permanently vote by mail. - Those who live in areas where a polling location had not been established.	Every registered voter is mailed a ballot 29 days before the election.
Voting Options	In areas where a polling location had not been established, a voter would be required to vote by mail.	Any voter can choose to mail the VBM ballot they received or go to a Vote Center. There, they can request and vote a new ballot.
Returning a Vote-by-mail Ballot	A voter could choose to return a VBM ballot: - By mail - At our office - At a polling location <u>only</u> on Election Day	In addition, they may choose to return the ballot: - At a Vote Center - At a Ballot Drop Off Location

Circulating a Petition

Both the signature-in-lieu and nomination/sponsor forms are petitions. Below is an overview of the laws around the signature gathering process, and some tips and reminders in order to avoid possible pitfalls.

Gathering Signatures

Anyone 18 years old or older may circulate a petition and gather signatures. This includes the candidate or family member.

EC §§102, 106, 8066, 8106(b)(4)



Current law does not specify a circulator must be a registered voter or resident of the district.

There must be only one circulator for each section of the petition. That circulator must sign the declaration at the end of the section.

EC §§8041(b), 8066, 8106(b)

Signing a Petition

The petition can only be signed by registered voters who are qualified to vote in the district.

EC §§322, 8106(b)(1), §8062



As a candidate, if you are a qualified registered voter of the district, you may sign your own signatures-in-lieu or nomination petition.

If a circulator is otherwise qualified, they may also sign the petition they are circulating.

EC §106

Multiple Counties

Each petition will have a general declaration in the header stating “I am a resident of _____ County ...” The circulator must complete this field as appropriate prior to gathering signatures.

If a jurisdiction includes portions of more than one county, each section must include the county name and each voter should be a resident and registered voter of that county.

Signatures of out of county voters which were filed in Tuolumne County will be rejected.

Filing Location

Signature-in-lieu and Nomination petitions must be filed with the elections office in the county where the voter resides and votes.

EC §§8063, 8106(b)(4)

Petition Requirements and Tips

When signing

- A voter must sign using their own handwriting. They must personally fill-in their name, address (with city and zip), and signature.
- Use a firm writing surface beneath the petition page being signed, as well as a ball point pen. Please do not use a felt tip marker.
- If a voter is physically unable to fill in their own information:
 1. Another person may print the voter's name and residence address.
 2. Then, the voter must sign or make their mark in the signature line.
 3. A person must then witness the mark by signing their name on the same line next to the mark.



Witnesses do not have to be a registered voter.

The circulator may serve as a witness.

EC §100.5, Government Code 16

Additional signatures

- It is always recommended to file more signatures than required. It is common for some signatures to be deemed invalid. See the section below "Common Reasons for Invalid Signatures".



Nomination signatures have a maximum number permitted to be filed. The elections office will not allow more than this number to be filed unless they are to supplement signatures already deemed invalid.

Unsure if registered

- If a signer is eligible, but unsure if they have registered with their most current information, they can register or re-register at the same time they sign the petition. The registration card must be completed and signed on or before the day they sign the petition. Please contact the County Elections Office for Voter Registration Cards.



The registration cards must be received by the elections office by the time the petition is filed. Please indicate when returning these cards that they are part of the signature-in-lieu or nomination petition.

Voter information

- For a fee, candidates are eligible to request a list of registered voters in the district. Every person requesting voter registration information must complete the “Application and Use Agreement” which can be located on our website or by clicking [here](#). Please contact the elections office for further information.

Circulator

- The circulator must, in their own handwriting, provide their name, residence address, the specific dates of circulation, and signature on each petition section in every circulator’s affidavit. Preprinted dates or generalized dates are not allowed.

EC §§104, 11046

Common Reasons for Invalid Signatures

The elections office will check every signature on a petition until it qualifies. At times, a signature on a petition may be found to be invalid for a number of reasons. It is always recommended that a candidate file more signatures than required to qualify.

Below are common reasons a signature may be found to be invalid:

Address

- The signer has moved since last registering to vote and hasn't re-registered.
- The signer wrote a P.O. Box or business address as their residence address.
- The signer did not include the city, state, or zip with their address.
- The residence address appearing on the petition was "pre-printed" and not written in personally by the signer.

Handwriting and signature

- The signer's signature does not appear to match the signature on the voter registration card on file with the county elections official.



You can ask the signer to sign as if they would other legal documents, such as at the bank or on a contract. We will be checking characteristics of a signature. However, if they feel their signature has change significantly, have them re-register.

- The writing of the signer is illegible.

Not eligible

- The signer is not eligible to vote for the candidate.
- The signer signs the petition more than once.



Only the first signature reviewed during verification will be counted. In addition, any duplicate signatures found in a "random sample" are penalized under the formula used to determine sufficiency.

Circulator

- A problem with the declaration of the circulator, such as the circulator did not sign the declaration, may invalidate all signatures appearing on that section.



You should advise their circulators of the importance of fully and accurately completing the declaration. Under no circumstances should a circulator make any changes or corrections to the signatures or addresses that a voter has written on the petition.

EC §§100, 104, 105, 321, 359, 11046

Circulating Petition on Private Property

Petition circulators often seek to circulate petitions at shopping centers and other private property. As shopping centers are private property, the courts have had to balance the private property rights of the shopping center owners against the free speech and petition rights of petition circulators.

Candidates are recommended to contact the property manager or owner in advance of circulating petitions and to seek legal counsel when issues arise as to their speech and petitioning rights at shopping centers or private property. The County Elections Office cannot advise you in this matter.

Penal Provisions

The following are selected penal provisions relating to circulation of petitions. (See §§18600 et seq. for all the relevant code sections.)

Provisions relating to circulators

It is a misdemeanor for anyone circulating a petition to intentionally misrepresent or make a false statement concerning the contents, purport, or effect of any petition to any person who signs, desires to sign, is requested to sign, or who makes inquiries with reference to it, or to whom it is presented for his or her signature. It is also a misdemeanor to willfully and knowingly circulate, publish, or exhibit any false statement or misrepresentation concerning the contents, purport, or effect of any petition for the purpose of obtaining any signature to, or persuading or influencing any person to sign, that petition.

EC §18600

Any person working for the proponents of a petition who refuses to allow a prospective signer to read the petition is guilty of a misdemeanor.

EC §18601

Every person who offers or gives money or other valuable consideration to another in exchange for his or her signature on a petition is guilty of a misdemeanor.

EC §18603

No one shall knowingly or willfully permit the list of signatures on a petition to be used for any purpose other than qualification of the question for the ballot. Violation is a misdemeanor.

EC §18650

Threats to prevent petition circulation or filing

Every person who threatens to commit an assault or battery on a person circulating a petition or on a relative of such a person or threatens to inflict damage on the property of the circulator or relative, with the intent to dissuade the circulator from circulating the petition or in retribution for the circulation, is guilty of a misdemeanor.

EC §18630

Provisions relating to fraudulent signatures

Every person who solicits any circulator to affix to a petition any false or forged signature, or causes or permits a false or forged signature to be affixed, is guilty of a misdemeanor.

EC §18610

Anyone who circulates or causes to be circulated a petition knowing it to contain false, forged, or fictitious names is punishable by a fine not exceeding \$5,000, or by imprisonment in state prison for 16 months or two or three years, or incarceration in a county jail not exceeding one year, or by both fine and imprisonment.

EC §18611

Every person who knowingly signs his or her name more than once to a petition, or signs his or her name to that petition knowing himself or herself at the time of signing not to be qualified to sign it, is guilty of a misdemeanor.

EC §18612

Every person who subscribes to any petition a fictitious name, or who subscribes thereto the name of another, or who causes another to subscribe such a name to that petition, is guilty of a felony and is punishable by imprisonment in the state prison for two, three, or four years.

EC §18613

Every person who files with the county elections official any petition to which is attached any signature which the person filing the petition knows to be false or fraudulent or not the genuine signature of the person whose name it purports to be is punishable by a fine not exceeding \$5,000, or by imprisonment in the state prison for 16 months or two or three years, or incarceration in a county jail not exceeding one year, or by both the fine and imprisonment.

EC §18614

Order of Names and Offices on the Ballot

The order the names of candidates appear on the ballot is based on a random alphabet created each election. It is used statewide for the placement of names, except as otherwise specified. At times, depending on the office and district, the names will rotate as well. The order each contest appears on the ballot is also specified in code.

Random Alphabet Drawing

On the 82nd day before the election at 11:00 am, the Secretary of State's office pulls each letter of the alphabet at random and creates a randomized alphabet.

The local county elections office conducts a random alphabet drawing to determine the order of candidates on the ballot for multi-county state legislative districts.

EC 13111, 13112

Rotation of Names

Depending on the office and district lines, candidates' names may rotate on the ballot.

Candidates for Statewide Offices

Candidates for offices voted on throughout the state are placed on the ballot using the SOS's random alphabet in the first State Assembly district. In the next district, the candidate listed first moves to the bottom of the list and all other candidates move up one position. This rotation continues through all 80 State Assembly Districts.

Candidates for Congress

Candidates are placed on the ballot using the SOS's random alphabet in the lowest numbered State Assembly district within the Congressional District. The candidate's names are rotated in the same way as described above but only by the State Assembly Districts within the Congressional or State Board of Equalization District.

Candidates for Countywide Offices

Candidates for countywide offices are placed on the ballot using the SOS's random alphabet and rotated by Supervisorial Districts within the county.

Candidates for State Senate and Assembly (In districts that cross county lines)

Candidates are placed on the ballot in a random order drawn by the local Election office within each County.

Candidates for Other Offices

Candidates are placed on the ballot using the SOS's random alphabet and are not rotated.

EC 13111, 13112

General Order of Offices

Below is the general order contests will appear, if on the ballot:

1. President and Vice President
2. Statewide Offices
3. Federal Offices, US Senator, then US Representative
4. State Legislature, Senate, then Assembly
5. County Central Committee
6. Judicial Offices
7. School Offices
8. County Offices
9. City Offices
10. Special Districts
11. State Propositions
12. Local Measures

EC 13109

Campaigning Laws and Regulations

Below is a list of code sections pertaining to campaign literature known by the Tuolumne County Elections Office. This is provided for informational purposes only and we are not able to provide any advice, legal or otherwise, on your campaign material.

Mass Mailing – GC 82041.5, 84305

“Mass mailing” means over two hundred substantially similar pieces of mail, but does not include a form letter or other mail which is sent in response to an unsolicited request, letter or other inquiry



If you are planning any type of mass mailing, please see additional information on postal regulations at USPS.com or by clicking [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 84504.2 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.

(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) or (c).

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

(1) "Mass electronic mailing" means sending more than 200 substantially similar pieces of electronic mail within a calendar month. "Mass electronic mailing" does not include a communication that was solicited by the recipient, including, but not limited to, acknowledgments for contributions or information that the recipient communicated to the organization.

(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 84216.5, 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.

Newspaper Political Advertising – EC 20008

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

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

Simulated Ballot – EC 20009

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

“NOTICE TO VOTERS

“(Required by Law)

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

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

This section shall not be construed as requiring this notice in any editorial or other statement appearing in a regularly published newspaper or magazine other than a paid political advertisement.

(b) A simulated ballot or simulated county voter information guide referred to in subdivision (a) shall not bear an official seal or the insignia of a public entity, and that seal or insignia shall not appear upon the envelope in which it is mailed or otherwise delivered.

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

Truth in Endorsements Laws – EC 20000-20010

Information regarding restrictions on endorsements, representation requirements, etc. is available in the California Elections Code which can be viewed at leginfo.legislative.ca.gov or by clicking [here](#).

Electioneering Near a Polling Location – EC 18370

No person, on election day, or at any time that a voter may be casting a ballot, shall, within 100 feet of a polling place, a satellite location under Section 3018, or an elections official's office:

- (a) Circulate an initiative, referendum, recall, or nomination petition or any other petition.
- (b) Solicit a vote or speak to a voter on the subject of marking his or her ballot.
- (c) Place a sign relating to voters' qualifications or speak to a voter on the subject of his or her qualifications except as provided in Section 14240.
- (d) Do any electioneering as defined by Section 319.5.

As used in this section, "100 feet of a polling place, a satellite location under Section 3018, or an elections official's office" means a distance 100 feet from the room or rooms in which voters are signing the roster and casting ballots.

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



The lobby of the Tuolumne County Elections Office serves as a polling place starting 29 days before an election through Election Day. No political signs may be posted in building windows, on vehicles or any other venue within 100 feet of this office.

Electioneering During Vote by Mail Voting – EC 18371

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

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

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

Political Signs and Posters

A political sign is any type of posted advertisement used to promote or defeat a candidate and/or measure for an election. Any type of advertising viewed by the public can fall under political sign regulations.

State

The State Department of Transportation is prepared to answer questions about state regulations of campaign signs. For information, call (916) 654-4790. The Tuolumne County Elections Office provides a Cal Trans information sheet prepared for candidates.

County of Tuolumne

Temporary noncommercial signs are permitted in conjunction with an election. Such signs shall not be erected more than ninety (90) days prior to the election and shall be removed within ten (10) days after the election. (Tuolumne County Ordinance Section 17.62.050A.9) Contact Tuolumne County Code Compliance for additional information at (209) 533-5633.

City of Sonora

City of Sonora Sign Ordinance states:

“Noncommercial signs may be erected in conformity with this chapter in all zones, on a temporary basis only. In each instance and under the same conditions to which this chapter permits any sign, a sign containing an ideological, political or other noncommercial message and constructed to the same physical dimensions and character shall be permitted.”

Ord.746 § 1 (part), 2000: Ord. 432 §13(A)(1)(e), 1972.



Small signs attached to lawn spikes are allowed. In most cases, the sign shall not exceed an area of six (6) square feet.

Contact City of Sonora Planning Department for additional information (209) 532-3508.

Pacific Gas & Electric Company

PG&E has adopted a firm policy of not permitting the attachment of candidate/campaign materials to PG&E poles or other facilities. The U.S. Supreme Court has made it clear that third parties have no right to use utility property to communicate messages to the public

Pacific Gas and Electric Company v. Public Utilities Commission, 475 U.S. 1 (1986)

Private Property

Also, the placement of signs, pictures, or other forms of advertising on private property without the owners' permission is restricted under California Law.

Penal Code §556.1, 593

California Department of Transportation

DIVISION OF TRAFFIC OPERATIONS
P.O. BOX 942873, MS-36 | SACRAMENTO, CA 94273-0001
(916) 654-6473 | TTY 711
www.dot.ca.gov/programs/traffic-operations/oda



Dear Candidate or Committee Member:

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

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

A Temporary Political Sign meets the following criteria:

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

A completed Statement of Responsibility must be submitted to:

Division of Traffic Operations
Outdoor Advertising Program
P.O. Box 942873, MS-36
Sacramento, CA 94273-0001

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

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

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

Enclosure

ODA-0027

"Provide a safe and reliable transportation network that serves all people and respects the environment"

**STATEMENT OF RESPONSIBILITY
FOR TEMPORARY POLITICAL SIGNS**

ODA-0027 (REV 10/2022)

Election Date: _____ March _____ November Other: _____

Candidate's Name: _____

Office sought or Proposition Number: _____

County where sign(s) will be placed: _____

Number of signs to be placed: _____

RESPONSIBLE PARTY:

Name: _____

Address: _____

Phone Number (Include Area Code): _____

Email (Optional): _____

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

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

Signature of Responsible Party

Date

Mail Statement of Responsibility to:

Department of Transportation
Division of Traffic Operations
Outdoor Advertising Program
P.O. Box 942873, MS-36
Sacramento, CA 94273-0001
Email: ODA@dot.ca.gov

Vote Center Observer Guidelines

A Vote Center Observer is welcome to observe, but not interfere in any way with, the conduct of the vote center during an election.

General Considerations

An election must be conducted orderly. While acting as an observer, please do not:

- Talk in a loud voice or use loud devices such as radio or phone
- Cause confusion
- Congregate inside the vote center
- Ask to use the telephone or other facilities

Official Table

The area between the official table and the voting booths is for voters only and may not be used as an observer post.

Observers may not sit at the official table or handle any official voting equipment, supplies, or ballots.

EC §14221, 14223

News Media Exit Survey

Members of the news media are permitted to conduct voter surveys outside of vote centers. Surveys may take place no closer than 25 feet from the door to the vote centers. It is prohibited to videotape, photograph or otherwise record a voter entering or exiting the vote center. Please notify the Elections Office of any such behavior.

Electioneering

Vote Center observers may not wear candidate/measure badges, discuss candidates/measures or bring any campaign material into the vote center. This activity constitutes electioneering and is illegal. Electioneering may not be conducted within 100 feet of a vote center, defined as 100 feet from the room or rooms where voters are signing the roster and casting ballots.

EC §18370



The lobby of the Tuolumne County Elections Office serves as a vote center starting 29 days before an election through Election Day. No political signs may be posted in building windows, on vehicles or any other venue within 100 feet of this office.

Interference

Any person who in any manner interferes with the officers holding an election or conducting a canvass, or with the voters lawfully exercising their rights of voting at an election, as to prevent the election or canvass from being fairly held and lawfully conducted, is punishable by imprisonment pursuant to subdivision (h) of Section 1170 of the Penal Code for 16 months or two or three years.

EC §18502

Request for Voter and Election Information

Voter and election related information can be requested from the Tuolumne County Elections Department by individuals using the material for legally allowed reasons which includes election, governmental, journalistic, or educational purposes.



All requests must be paid in full before the order is processed.

Application

When ordering voter registration information, a person must complete a Tuolumne County “Application and Use Agreement” form and provide a copy of the driver’s license.

The applicant must sign under penalty of perjury that the voter registration information will be used only for the legally allowed purposes and provide a description of how the information will be used.

CCR 19003, EC 2194, GC 6254.4

Impermissible Reasons

An example of a person who does not have access to voter registration is a person seeking to locate individuals, such as:

- A relative
- A private investigator
- A skip tracer
- A process server
- An attorney

Available Reports and Information

The elections office can provide a variety of voter-related and election information.



However, technical support and instruction regarding software/file formats are not available.

Multi-Purpose Voter List

This list is available by precinct, district or countywide. Information is in last name alphabetical order and can be sorted by precinct or district. Lists can be limited to a particular political party or only voters who are eligible for a specific election. This list can provide information such as name, address, political party, and voting history.

Vote-By-Mail Voter List

This list includes the names, sorted alphabetically, of all people who have requested a vote by mail ballot for an election. The list indicates whether a voter has returned a ballot and the Elections Office has checked the ballot for the correct signature and address. Lists of registrants for mail ballot precincts are available as soon as precinct consolidation has been finalized for an upcoming election. Lists of permanent vote-by-mail voters are available at any time.

Street Index/Walking List

This list is available by precinct or district. The report shows voter's name, residence address (not mailing address if different from residence), telephone number and political affiliation. It is printed alphabetically by street name, then sequentially by house number. This is most often used by candidates when canvassing a neighborhood.

Statement of Vote

List of the official final election results by total then precinct breakdown. This will only include the results within the County of Tuolumne.

Campaign Disclosure Forms

All FPPC campaign filing forms which have been filed with our local office.