

# 2020

## Presidential Primary Election Candidate Guide

*March 3, 2020*

County of Santa Clara  
Registrar of Voters



*Registrar of Voters*  
1555 Berger Drive  
San Jose, California 95112  
1.408.299.VOTE (8683) • [www.sccvote.org](http://www.sccvote.org)

# \*\*\*NOTICE\*\*\*

All information in this guide is subject to change.

No duty is imposed upon the Office of the Registrar of Voters to determine whether a candidate meets the requirements for holding office. The Declaration of Candidacy, which each candidate must sign under penalty of perjury, states that the candidate meets the statutory and/or constitutional qualifications for office (including, but not limited to, citizenship, residency, etc.).

This guide is intended to provide general information concerning the nomination and election of candidates and does not have the force and effect of law, regulation, or rule. It is distributed with the understanding that neither the Secretary of State nor the Office of the Registrar of Voters is rendering legal advice, and that, this information is not to be a substitute as legal counsel for the individual, organization, or candidate using it.

In case of conflict, or amendments to law, regulation, or rule that take effect after the publication of this document, the law, regulation or rule will apply.

Unless otherwise indicated, all code section references are to the California Elections Code.

# County of Santa Clara

## Registrar of Voters

1555 Berger Drive, Bldg. 2  
San Jose, CA 95112  
Mailing Address: P.O. Box 611360, San Jose, CA 95161-360  
(408) 299-VOTE (8683) 866-430-VOTE (8683) FAX: (408) 998-7314  
www.sccvote.org



Dear Candidate:

Congratulations on your decision to seek office in the upcoming March 3, 2020 Presidential Primary Election. Your candidacy provides voters in Santa Clara County a choice and sustains our democratic process.

There are many requirements associated with being a candidate. We have prepared this Candidate Guide to assist you in understanding these requirements. It contains valuable information regarding qualifications and terms of office, nomination procedures and forms, fees, and important dates and deadlines.

**Please keep in mind that this Candidate Guide is intended to be a resource and is not comprehensive nor does it constitute or substitute for legal advice. You are encouraged to seek legal counsel on questions of law.**

We also recommend that you file as early as possible to ensure that your documents are complete and accurate. Filing deadlines are absolute. Waiting until the end of the filing period could result in your name not being on the ballot if your documents are incomplete or in error.

A new point of interest in 2020 is the Voter's Choice Act (VCA) implementation. Under the new law, voters will choose the days and ways they vote in an election. For VCA information and materials, please contact our Voter Education & Outreach Team at [Outreach@rov.sccgov.org](mailto:Outreach@rov.sccgov.org) or (408) 299-VOTE.

The Office of the Registrar of Voters is open Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m., not including holidays. We are located at 1555 Berger Dr., Bldg. 2, San Jose, CA 95112.

We want to provide you assistance that will make seeking office easier and an enjoyable learning experience. If you have any suggestions for improving this guide or our services, please let us know. If you have any questions or need additional information, please contact the Candidate Services Division at (408) 299-8639.

Best wishes to you in your campaign.

Sincerely,

A handwritten signature in cursive script that reads "Shannon Bushey".

Shannon Bushey  
Registrar of Voters  
County of Santa Clara

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## **Voter's Choice Act The Future of Voting**

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The County of Santa Clara Registrar of Voters office is modernizing voting and providing voters with greater flexibility and convenience.

Beginning with the March 3, 2020, Presidential Primary Election:

- ❖ Every registered voter will receive a Vote By Mail ballot starting 29 days before Election Day
- ❖ Voters can vote in person at any of the Vote Centers in Santa Clara County
- ❖ Approximately 25 Vote Centers will be open for 11 days (including Election Day) and approximately 100 Vote Centers will be open for four (4) days (including Election Day) for a total of 125 Vote Centers throughout the County on Election Day
- ❖ Vote Centers will offer more space, additional services and new enhanced voting equipment

### **Choose When, Where and How to Vote!**

#### **OTHER OPTIONS**

- ❖ **WHEN:** Vote in person any day during Election Weeks (February 22 - March 3, 2020)
- ❖ **WHERE:** Visit any of the 125 Vote Centers located throughout the county
- ❖ **HOW:** Vote a paper ballot or on a new voting machine at any Vote Center in the County
  
- ❖ VOTE in person at any Vote Center in the county
- ❖ **MAIL** your VBM ballot in a postage-paid return envelope
- ❖ **PLACE** your VBM ballot in an Official Ballot Drop Box
- ❖ **RETURN** your VBM ballot to any Vote Center in the county

*\* The Registrar of Voters' main office will be open for early voting 29 days before Election Day.*

#### **VOTER'S CHOICE ACT IMPLEMENTATION**

The Voter's Choice Act is a new law passed by the California State Legislature in 2016. The law was successfully implemented in several counties including San Mateo, Sacramento, Napa, Nevada and Madera during the 2018 elections. Santa Clara County along with two of the state's largest counties, Los Angeles and Orange, plan on implementing the new voting law for the upcoming 2020 elections. For more information on the Voter's Choice Act, please call toll free (866) 430-VOTE (8683) or email [voterschoice@rov.sccgov.org](mailto:voterschoice@rov.sccgov.org).

## Primary Election Calendar March 3, 2020

DATE	ACTION
Prior to accepting any contributions	Voluntary Expenditure Ceiling Limit Agreement and the CA Form 501 are due for candidates of County offices prior to accepting any contributions.
September 12, 2019 – November 6, 2019	Signatures-in-Lieu of Filing Fee – All offices for which there is a filing fee.
September 27, 2019 – December 6, 2019	Nomination Period Opens and Closes – <b>County Central Committees Only.</b>
October 28, 2019 – November 6, 2019	Declaration of Intention – <b>Judicial offices only.</b> Incumbents must file during this period.
November 7, 2019 – November 12, 2019*	Declaration of Intention for Judicial offices only <b>Extension Period</b> – If the incumbent has not filed a Declaration of Intention to succeed to the same office, then any other person, other than the incumbent may file such a declaration during the extension period.
November 12, 2019*	Nominations Period Opens: Declaration of Candidacy and Nomination Papers – <b>All candidates.</b>
December 4, 2019 – March 3, 2020	Report of Campaign Contributions and Independent Expenditures of \$1,000 or more to/from a single source due within 24 hours of receipt or expenditure.
December 6, 2019	Nomination Period Closes: Last day to file all required nomination documents.
December 7, 2019 – December 11, 2019	Extension period, if the incumbent fails to file a Declaration of Candidacy by December 6, 2019 for his or her office, there will be a five-calendar day extension during which any candidate, other than the incumbent, may file for said office.
December 12, 2019	Randomized Alphabet Drawing: The Secretary of State and the local elections official shall conduct the randomized alphabet drawings of letters to determine the order in which candidate names will appear on the ballot.
January 6, 2020 – February 18, 2020	Write-In Candidacy Opens and Closes: Time for write-in candidates to obtain and file write-in nomination documents in the Office of the Registrar of Voters.

January 23, 2020	F.P.P.C. 1 <sup>st</sup> Pre-election Campaign Statement due for period 1/1/20 to 1/18/20.
January 31, 2020	Semi-annual Campaign Reporting Statement due for statement covered period ending 12/31/19.
February 18, 2020*	Last day to register to vote for March 3, 2020.
February 18, 2020 – March 3, 2020	Conditional Voter Registration and Voting Period - Eligible citizens who missed the 15-day registration deadline can go to their county election office or a designated satellite location to register and vote conditionally. Their ballots will be processed once the county elections office has completed the voter registration verification process.
February 20, 2020	F.P.P.C 2 <sup>nd</sup> Pre-election Campaign Statement due for period 1/19/20 - 2/15/20.
February 22, 2020 – March 3, 2020	Vote Centers open for public voting for eleven days.
February 25, 2020	Last Day to request Vote By Mail Ballots by mail.
March 3, 2020	<b>ELECTION DAY</b>
March 18, 2020	The Voluntary Expenditure Ceiling Limit Agreement Amendment is due within 14 days of the election for candidates of County offices who initially rejected the Voluntary Expenditure Ceiling Limit Agreement.
April 2, 2020	Official Canvass of Vote: Registrar of Voters to certify election results by April 2, 2020.

\*Date falls on a weekend or public holiday; deadlines move forward to the next business day.

Elections Code §15

**General Election Calendar  
For Run-Off Candidates  
November 3, 2020**

DATE	ACTION
July 28, 2020	Last day Run-Off candidates may request in writing a different ballot designation than that used at the primary election. (For state offices, request should be made to <b>both</b> the Secretary of State, and the county elections official).
July 31, 2020	Semi-annual Campaign Statement due for period 2/16/20 to 6/30/20.
August 5, 2020 – November 3, 2020	Report of Campaign Contributions and Independent Expenditures of \$1,000 or more to/from a single source due within 24 hours of receipt or expenditure.
August 7, 2020	Deadline to file a candidate statement (optional) to be printed in the County Voter Information Guide.
August 13, 2020	The Secretary of State and the local election officials shall conduct the randomized alphabet drawings at 11 a.m.
September 7, 2020 – October 20, 2020	Period for <b>Write-In</b> candidates to file their statements of write-in candidacy and nomination papers (not available for voter nominated offices).
September 24, 2020	Pre-election Campaign Statement due for period 7/1/20 to 9/19/20.
October 19, 2020	Last day to register to vote in the November Election.
October 20, 2020 – November 3, 2020	Conditional Voter Registration and Voting Period - Eligible citizens who missed the 15-day registration deadline can go to their county election office or a Vote Center to register and vote conditionally.
October 22, 2020	Pre-election Campaign Statement due for period 9/20/20 to 10/17/20.
October 24, 2020 – November 3, 2020	Vote Centers open for voting for eleven days.
October 27, 2020	Last day to request Vote-by-Mail ballot to be sent by mail.
November 3, 2020	<b>ELECTION DAY</b>
December 3, 2020	Official Canvass of Vote: Registrar of Voters to certify election results by December 3, 2020.

## List of Offices for March 3, 2020, Presidential Primary Election

### U.S House of Representative in Congress

**17<sup>th</sup> District**  
Ro Khanna

**18<sup>th</sup> District**  
Anna G. Eshoo

**19<sup>th</sup> District**  
Zoe Lofgren

**20<sup>th</sup> District**  
Jimmy Panetta

### State Senate

**13<sup>th</sup> District**  
Jerry Hill

**15<sup>th</sup> District**  
Jim Beall

**17<sup>th</sup> District**  
Bill Monning

### State Assembly

**24<sup>th</sup> District**  
Marc Berman

**25<sup>th</sup> District**  
Kansen Chu

**27<sup>th</sup> District**  
Ash Kalra

**28<sup>th</sup> District**  
Evan Low

**29<sup>th</sup> District**  
Mark Stone

**30<sup>th</sup> District**  
Robert Rivas

### **Judge of the Superior Court**

**Office No. 1**  
Charles F. Adams

**Office No. 2**  
Mary E. Arand

**Office No. 3**  
Kenneth P. Barnum

**Office No. 4**  
Arthur Bocanegra

**Office No. 5**  
Shelyna V. Brown

**Office No. 6**  
David A. Cena

**Office No. 7**  
Sharon A. Chatman

**Office No. 8**  
Frederick S. Chung

**Office No. 9**  
Le Jacqueline Duong

**Office No. 10**  
Matthew S. Harris

**Office No. 11**  
Robert B. Hawk

**Office No. 12**  
Joseph H. Huber

**Office No. 13**  
Audra Ibarra

**Office No. 14**  
Nicole L. Isgar

**Office No. 15**  
Peter H. Kirwan

**Office No. 16**  
Edward F. Lee

**Office No. 17**  
Katherine L. Lucero

**Office No. 18**  
Stephen V. Manley

**Office No. 19**  
Carol Overton

**Office No. 20**  
Evette D. Pennypacker

**Office No. 21**  
Amber Rosen

**Office No. 22**  
Panteha E. Saban

**Office No. 23**  
Shawna Schwarz

**Office No. 24**  
Stuart J. Scott

**Office No. 25**  
Julianne Sylva

**Office No. 26**  
James E. Towery

**Office No. 27**  
Brian C. Walsh

**Office No. 28**  
Helen E. Williams

**Office No. 29**  
Erica R. Yew

### **Board of Supervisors**

**District 2**  
Cindy Chavez

**District 3**  
Dave Cortese\*

**District 5**  
S. Joseph Simitian

\* **Termed out**

## **Candidate Qualifications and Information for Voter-Nominated Offices**

### **Top-Two Candidates Open Primary Act**

On June 8, 2010, California voters approved Proposition 14, which created the **Top-Two Candidates Open Primary Act**.

Prior to the Top-Two Candidates Open Primary Act, candidates running for partisan office appeared only on their own party ballot. The top vote-getter from each qualified political party and any candidates who qualified using the independent nomination process would then move on to the General Election.

Under the new legislation, all candidates running, regardless of their party preference, will appear on a single combined ballot, and voters can vote for any candidate from any political party. The Act would not affect the election of President (except parties that allow cross-over voters) and County Central Committees, which are still party specific contests.

The Act requires that only the two candidates for voter-nominated offices who receive the highest and second-highest number of votes cast at the primary shall appear on the ballot as candidates at the ensuing General Election. Elections Code § 8141.5

### **Qualifications to Run for Office**

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

**Note:** There are no district residency requirements for Members of Congress.

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

No candidate whose declaration of candidacy has been filed for any Primary Election may withdraw as a candidate at that Primary Election. Elections Code § 8800

Each candidate for a Voter-Nominated office will be required to list on their Declaration of Candidacy the candidate's party preference history for the preceding 10 years. Elections Code § 8121

## **U.S. House of Representative in Congress**

The candidate shall:

Be at least 25 years of age, citizen of the United States for seven years, and a resident of California on January 4, 2021, the date he or she would be sworn into office if elected.

**Note:** There are no district residency requirements for U.S. House of Representative in Congress.

Term: 2 years, commencing January 4, 2021

## **Member of the State Senate**

The candidate shall:

Be a citizen of the United States and a registered voter, and otherwise qualified to vote for that office at the time nomination papers are issued. Not have served two terms in the State Senate and not have served three terms in the State Assembly since November 6, 1990.

Term: 4 years, commencing December 7, 2020

## **Member of the State Assembly**

The candidate shall:

Be a citizen of the United States and a registered voter, and otherwise qualified to vote for that office at the time nomination papers are issued.

Not have served three terms in the State Assembly and not have served two terms in the State Senate since November 6, 1990.

If first elected to the Legislature after June 2012 and has not previously served in the State Senate or Assembly, during his or her lifetime serve no more than 12 years in the State Senate, the Assembly, or both, in any combination of terms.

Term: 2 years, commencing December 7, 2020

## Candidate Signatures-in-Lieu Requirements

### Voter-Nominated Offices

Office	Salary	Filing Fee	In-Lieu Signatures	Value Per Signature	Nomination Signatures
U.S Rep. in Congress	\$174,000	\$1,740.00	2,000	\$0.87	40 - 60
State Senate	\$110,459	\$1,104.59	2,000	\$0.552295	40 - 60
State Assembly	\$110,459	\$1,104.59	1,000	\$1.10459	40 - 60

### Key Dates and Deadlines

September 12, 2019 - November 6, 2019	Signatures-in-Lieu of Filing Fee - All offices for which there is a filing fee.
November 12, 2019*	Nomination Period Opens: Declaration of Candidacy and Nomination Papers - All candidates.
December 6, 2019	Nomination Period Closes: Last Day to file all required nomination documents.
December 7, 2019 - December 11, 2019	Extension period - If the incumbent fails to file a Declaration of Candidacy by December 6, 2019 for his or her office, there will be a five-calendar day extension during which any candidate, other than the incumbent, may file for said office.

\*Date falls on a weekend or public holiday; deadlines move forward to the next business day.

Elections Code §15

## **Candidate Qualifications and Information for Nonpartisan Offices**

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

**Note:** There are no district residency requirements for the office of Judge of the Superior Court.

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

A person is not eligible to a county or district office unless he or she is a registered voter of the county or district in which the duties of the office are to be exercised at the time that nomination papers are issued to the person or at the time of the person's appointment.

Government Code § 24001

No person may file nomination papers for more than one office at the same election. However, a person may file nomination papers for county central committee and another public office, as election to a county central committee is not an "office" within the meaning of election code § 8003

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

No candidate whose declaration of candidacy has been filed for any Primary Election may withdraw as a candidate at that Primary Election. Elections Code § 8800

Santa Clara County Ordinance No. NS-300.857 requires the electronic filing of campaign disclosure statements with the Office of the Registrar of Voters by candidates running for County offices. A copy of the ordinance will be provided to candidates.

Santa Clara County Ordinance No. NS-19.40 relates to campaign and officeholder contribution limits in order to run and hold all County offices. County offices include the Board of Supervisors, District Attorney, County Sheriff, and County Assessor. The ordinance requires candidates to file the *Voluntary Expenditure Ceiling Limit Agreement* form with the Office of the Registrar of Voters prior to accepting any campaign contribution. For candidates who reject the voluntary expenditure ceiling initially may change their prior declaration within 14 days of the initial election held in conjunction with the statewide primary by completing the *Voluntary Expenditure Ceiling Limit Agreement Update* form. A copy of the ordinance and the forms will be provided to candidates.

## Prohibitions

Neither a candidate nor members of a candidate's household are eligible to serve as precinct officials or to provide polling place facilities for any election at which the candidate's name appears on the ballot. Elections Code § 12287

### Prohibition of Holding Two Offices

The Santa Clara County Ordinance includes a provision relating to holding two offices that may be incompatible. Specifically, Section A3-40 prohibits a member of the Board of Supervisors from holding another public office that may be incompatible. That excerpt is below:

*Sec. A3-40. - Incompatible office. (Restatement of existing state law)*

*Under existing California law, no Board member may hold another public office where the two offices are incompatible. Taking an incompatible second public office results in the automatic forfeiture of the first office. (66 Ops. Cal. Atty. Gen 176 (1983))*

While there is no statute that defines what an "incompatible office" is, a common law doctrine precludes public officials from holding two different public offices simultaneously if the offices have overlapping and conflicting public duties. Courts have summarized the doctrine as follows: "One individual may not simultaneously hold two public offices where the functions of the offices concerned are inherently inconsistent, as where there are conflicting interests, or where the nature of the duties of the two offices is such as to render it improper due to considerations of public policy for one person to retain both." *Mott v. Horstmann* (1950) 36 Cal.2d 388; see also, *Chapman v. Rapsey* (1940) 16 Cal.2d 636

The Attorney General's Office has issued many opinions as to whether certain offices are incompatible or not. Here are five examples of offices that the Attorney General Offices has opined were incompatible: (1) the offices of city councilman and school district board member where the city and the school district have territory in common; (2) the positions of fire chief of a county fire protection district and member of the board of supervisors of the same county; (3) the offices of trustee of a high school district and trustee of an elementary school district which is wholly within the geographic boundaries of the high school district; (4) water district director and a city council member and (5) a water district director and a school district trustee having territory in common.

Additional information on holding two offices can also be found on the FPPC's web <http://www.fppc.ca.gov> under the link, "Learn," and by viewing the, "Public Officials and Employees Rules," page for the information on Conflict of Interest.

## **Judge of the Superior Court**

The candidate must be a citizen of the United States, a registered voter, a member of the State Bar for ten years or have served as a judge of a California court of record for ten years immediately preceding the election. Documentation which is considered acceptable for establishing the qualifications for candidates includes, but is not limited to certificates, declarations under penalty of perjury, diplomas, and/or official correspondence. Documentation or a declaration under penalty of perjury must be filed at the time nomination papers are issued.

Term: 6 years commencing January 4, 2021

## **County Supervisor**

The candidate must be a registered voter and resident of the district for at least 30 days preceding the deadline for filing nomination documents and during term of office. Also, may not serve in the same office for more than three consecutive terms.

Candidates and treasurers of a campaign committee must sign a *Statement of Acknowledgement* form affirming that they have read and agree to be bound by the terms of Division A-3, *Ethical Standards For The Board Of Supervisors*. The form will be included in a packet provided to candidates at the time nomination papers are issued and is required to be filed by the close of the nomination period on December 6, 2019.

Term: 4 years commencing January 4, 2021

### **Signature-in-Lieu Requirements and Candidate Filing Fees**

#### **Non-Partisan Offices**

<b>Office</b>	<b>Salary</b>	<b>Filing Fee</b>	<b>In-Lieu Signatures</b>	<b>Value Per Signature</b>	<b>Nomination Signatures</b>
Superior Court Judge	\$213,833.00	\$2138.33	6,415	\$0.33333	20 - 40
County Supervisor	\$171,065.44	\$1,710.65	5,132	\$0.33333	20 - 40

## Key Dates and Deadlines

September 12, 2019 - November 6, 2019	Signatures-in-Lieu of Filing Fee - All offices for which there is a filing fee.
October 28, 2019 - November 6, 2019	Declaration of Intention - Judicial offices only. Incumbents must file during this period.
November 7, 2019 - November 12, 2019	Declaration of Intention Extension Period - If the incumbent has not filed a Declaration of Intention to succeed to the same office, then any other person, other than the incumbent may file such a declaration during the extension period.
November 12, 2019	Nomination Period Opens: Declaration of Candidacy and Nomination Papers - All candidates.
December 6, 2019	Nomination Period Closes: Last Day to file all required nomination documents.
December 7, 2019 - December 11, 2019	Extension period - If the incumbent fails to file a Declaration of Candidacy by December 6, 2019 for his or her office, there will be a five-calendar day extension during which any candidate, other than the incumbent, may file for said office.

## **Candidate Qualifications and Information For County Central Committees**

### **General Information**

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

No declaration of candidacy for membership to a county central committee shall be filed by a candidate unless (1) at the time of presentation of the declaration and continuously for not less than three months immediately prior to that time, or for as long as he (or she) has been eligible to register to vote in the state, the candidate is shown by his or her affidavit of registration to be affiliated with the political party the nomination of which he or she seeks, and (2) the candidate has not been registered as affiliated with a qualified political party other than that political party the nomination of which he or she seeks within twelve months, or, in the case of an election governed by Chapter 1 (commencing with Section 10700) of Part 6 of Division 10, within three months immediately prior to the filing of the declaration.

Subject to the bylaws of the state central committee, a county central committee may establish the length of time that a candidate for membership on that committee must be shown by his or her affidavit of registration to be affiliated with the political party of that committee, and may establish the length of time that a candidate for membership on that committee must not have been registered as affiliated with a qualified political party other than the political party of that committee.

The elections official shall attach a certificate to the declaration of candidacy showing the date on which the candidate registered as intending to affiliate with the political party the nomination of which he (or she) seeks and indicating that the candidate has not been affiliated with any other qualified political party for the period specified in subdivision (a) immediately preceding the filing of the declaration. This section shall not apply to declarations of candidacy filed by a candidate of a political party participating in its first direct primary election subsequent to its qualification as a political party pursuant to Section 5100. Elections Code § 8001

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

“Party” means a political party, or organization qualified for participation in any primary election. Elections Code § 338

The parties qualified to participate in the March 3, 2020 Presidential Primary Election, at the time of printing this guide, are: (1) American Independent, (2) Democratic, (3) Green, (4) Libertarian, (5) Peace and Freedom and (6) Republican.

Term of Office: 4 years, commencing according to each party code  
Filing Fee: None  
Nomination Signatures: 20 – 40

### **County Central Committee Nomination Filing Period**

The candidate filing period begins September 27, 2019, and must be filed by **5:00 p.m.**, December 6, 2019. There is no extension of the filing period for central committee candidates.

### **Number of Members to be Elected**

#### **Democratic Party**

Members Elected by Assembly District	Number of Members
District 24, 25, 27, 28, 29, 30	6

#### **Republican Party**

Members Elected by Supervisorial District	Number of Members
District 1	7
District 2	3
District 3	5
District 4	5
District 5	5

#### **American Independent Party/Green Party/Libertarian/Peace and Freedom Party**

The data used to calculate the number of members to be elected is not available at the time this guide is due for printing. The number of members to be elected will be given to you when the nomination period opens.

## Document Information

*Please review the “Nomination Documents and Filing Procedures” section of this guide for further information relating to the filing of declarations of candidacy and the circulation of nomination petitions.*

Candidates for elective offices (other than Central Committee) may not use their role on the Central Committee as their ballot designation. Central Committee does not count as an elective office for 13107(a)(1) nor a principal profession, vocation, or occupation for 13107(a)(3). Candidates for Central Committee who are incumbents (pursuant to 13107(b)) or appointed incumbents (pursuant to 13107(d)) can use that designation for the race for Central Committee.

SPECIAL NOTE: Peace and Freedom Party candidates. Up to three candidates for member of central committees in the same contest may have their names listed on a single nomination paper and the signatures obtained shall count towards the sponsor requirement of each candidate listed. The number of candidates’ names on a nomination paper, however, shall not exceed the number of members to be elected in a contest. Elections Code § 7777

SPECIAL NOTE: Green Party candidates. Candidates for member of county council in the same contest may have their names listed on a single nomination paper and the signatures obtained shall count towards the sponsor requirement of each candidate listed. The number of candidates’ names on a nomination paper shall not exceed the number of members to be elected in the District. Elections Code § 7918

## Write-In Candidates

*FILING DATES: January 6 through February 18, 2020*

Candidates who desire to be a write-in candidate and have his or her name written on the ballot of an election shall fulfill the requirements of Part 3 of Division 8 of the Elections Code, commencing at Section 8600. Write-in candidates must meet all qualifications of the office to which they are seeking the nomination. The name of the qualified write-in candidate is **not** printed on the ballot. Prospective write-in candidates should note that write-in candidacy is possible only if the office appears on the ballot.

### Statement of Write-In Candidacy

Between January 6 and February 18, 2020, anyone wishing to be a write-in candidate for any office appearing on the ballot must file a *Statement of Write-In Candidacy*. The elections official provides the form during the official write-in filing period. The *Statement of Write-In Candidacy* shall contain the following information:

- candidate's name
- candidate's complete residence address
- a declaration stating that the candidate is a write-in candidate
- the name of the office for which the candidate is running, and
- the date of the election
- candidate's 10-year political party preference, if running for a voter-nominated office;
- the party nomination which he or she seeks, if running for a partisan office;
- the date of the election;
- for offices of Judge of the Superior Court, a statement that the candidate meets the statutory and constitutional requirements.

Elections Code § 8600

### Nomination Papers

Between January 6 and February 18, 2020, a candidate seeking elective office that requires nomination signers must circulate a petition to collect required signatures and file them for examination with the county elections official of the county in which the signers reside.

Elections Code §§ 8062, 8600

The required numbers of signers to a write-in candidate's nomination paper for the respective offices are as follows:

- Member of the House of Representatives and State legislative offices: 40 – 60 signatures
- County offices and Judge of the Superior Court: 20 – 40 signatures

Elections Code § 8062

For a voter-nominated office, in order to have a write-in candidate's name on the ensuing general election ballot, the write-in candidate must receive the highest number of votes cast for the office or the second highest number of votes cast for the office; if only one candidate receives the highest number of votes cast but there is a tie among two or more candidates receiving the second highest number of votes cast, each of those second-place candidates shall be a candidate at the ensuing general election along with the candidate receiving the highest number of votes cast.

Elections Code §§ 8142, 8605

**Note:** Notwithstanding any other provision of law, a person may not be a write-in candidate at the general election for a voter-nominated office such as : U.S. Representative in Congress; State Senate; and State Assembly. Elections Code § 8600

### **Filing Fee**

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

Elections Code § 8604

### **Judicial Unopposed Candidate Write-In Requirements**

There are specific conditions for placing unopposed judicial candidates on the ballot with a write-in campaign. Pursuant to Elections Code § 8203:

*(a) In any county in which only the incumbent has filed nomination papers for the office of superior court judge, his or her name shall not appear on the ballot unless there is filed with the elections official, within 10 days after the final date for filing nomination papers for the office, a petition indicating that a write-in campaign will be conducted for the office and signed by at least 0.1 percent of the registered voters qualified to vote with respect to the office, provided that the petition shall contain at least 100 signatures but need not contain more than 600 signatures.*

*(b) If a petition indicating that a write-in campaign will be conducted for the office at the general election, signed by the number of registered voters qualified to vote with respect to the office specified in subdivision (a), is filed with the elections official not less than 83 days before the general election, the name of the incumbent shall be placed on the general election ballot if it has not appeared on the direct primary election ballot.*

*(c) If, in conformity with this section, the name of the incumbent does not appear either on the primary ballot or general election ballot, the elections official, on the day of the general election, shall declare the incumbent reelected.*

### **Roster of Qualified Write-In Candidates**

For each election, the Registrar of Voters will post a list of qualified write-in candidates for offices appearing on the ballot in the County. Once the filing period closes, the Secretary of State will prepare a certified list of write-in candidates and the City Clerk of each respective City will provide the certified list of write-in candidates for their City. The County will combine all write-in candidates onto one list. A link will be available on the current election webpage.

### **When and How Votes are Tabulated and Reported**

Following Election Day and during the official canvass of the vote, the elections official will manually tally and report all votes cast for qualified write-in candidates. Votes tallied for write-in candidates are not reflected in the Election Night report, nor in the updated reports the County releases in the days and weeks following. Rather, this information is available at the time certification of the election has been completed.

Write-in votes are not tallied at the same time as votes for qualified candidates who have their names printed on the ballot. Instead, these votes must be manually reviewed to ensure the name of the person written in on the ballot is qualified to have votes counted, and that the name is written under the correct candidate contest. Write-in votes are tallied by hand under the provisions of Article 7, of Chapter 1, of Division 7, in Title 2 of the California Administrative Code of Regulations. See Sections 20100 – 20105.

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# ATTENTION

If you are registered as a Confidential Voter

and

Do not want to disclose your residential  
address on the nomination documents

Check with us at 408-299-VOTE.

Eligibility to register as a confidential voter:

1. Superior Court order
2. Safe At Home Program
3. Public Safety Officer

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## Nomination Documents and Filing Procedures

All forms required for nomination and election to all federal, state, judicial, and county offices shall be **furnished by the county elections official**. At the time of issuing these forms, the county elections official shall:

- 1) type on the forms the name of the candidate and the office for which he or she is a candidate;
- 2) imprint a stamp on the form which reads "Official Filing Form;" and
- 3) affix his or her signature on the form.

The forms shall be distributed to all candidates applying for them upon payment of the filing fee. The county elections official shall not require a candidate to sign, file, or sign and file, a Declaration of Candidacy as a condition of receiving nomination papers.

Elections Code §§ 8020, 8101

### Nonrefundable Filing Fees

The filing fees for all candidates required to file declarations of intention to become a candidate shall be paid at the time such declarations are filed with the county elections official. The filing fees for all other candidates shall be paid at the time candidates obtain their nomination forms from the county elections official. The county elections official shall not accept any papers unless the fees are paid at the time required by this section, or unless satisfactory evidence is given to the county elections official or to the registrar of voters that the fee has been paid at the time of the Declaration of Candidacy in another county. All filing fees received by the Secretary of State and county elections officials are nonrefundable.

Elections Code § 8105

### Petitions-in-Lieu of Filing Fee (Signatures-in-Lieu - Optional)

**September 12 - November 6, 2019 All offices for which there is a filing fee.**

**NOTE FOR CANDIDATES RUNNING FOR MULTI-COUNTY OFFICES:** *When there is more than one county involved in a specific jurisdiction, candidates may obtain the Petition-in-Lieu form from any county in the jurisdiction. Santa Clara County will accept another county's Petition-in-Lieu forms but we recommend that the candidate contact the other counties involved to determine if they will accept our forms.*

A candidate may submit a petition containing signatures of registered voters in-lieu of paying the filing fee to run for office. The signatures submitted may cover all or a pro rata portion of the filing fee. If a voter signs more candidates' petitions than there are offices to be filled, the voter's signature shall be valid only on those petitions, which taken in the order they were filed, do not exceed the number of offices to be filled.

Elections Code § 8106

A candidate, or his/her representative, may obtain the petition-in-lieu of filing fee form from the Santa Clara County Registrar of Voters beginning September 12, 2019. The forms will not be mailed to candidates. The deadline to submit your petitions-in-lieu signatures is November 6, 2019.

No signatures may be filed after the filing date. That portion of the filing fee not covered by the signatures must be paid in full before the nomination documents may be issued.

Elections Code §§ 8105, 8106

## **Who Can Circulate A Petition?**

Each circulator of a petition-in-lieu shall be 18 years of age or older.

All signatures on a petition form must be obtained and witnessed by the same circulator. The circulator must complete, by hand, and sign the affidavit on the petition. Elections Code § 104

## **Petition Signers**

Any registered voter may sign a petition-in-lieu for any candidate for whom he or she is eligible to vote. Elections Code § 8106(b)(1)

Each signer of the petition must affix their signature and shall include their printed name and residence address, in the presence of the circulator. All signers of the same section of a petition must be registered in one county. Different sections must be used in each county where the petitions are circulated and filed with the county elections official in each county.

## **Signatures Required**

Please refer to the Candidate Qualifications and Information pages for the required number of signatures. Candidates who submit petitions-in-lieu that do not contain the requisite number of signatures for their nomination papers are still entitled to file nomination papers during the nomination period. The number of valid signatures on the petition-in-lieu may be applied to and combined with the valid number of signatures on the nomination paper to satisfy the nomination signature requirement for the office.

## **Signatures-In-Lieu of Filing Fee used for Nomination**

If a candidate submits a petition-in-lieu, the county elections official shall count all valid signatures appearing on the petition toward the number of nomination signatures required for the candidate's nomination paper if requested by the candidate. If the petition-in-lieu contains the requisite number of valid signatures for the nomination paper, the candidate is not required to circulate and file a nomination paper. If the petitions-in-lieu of filing fee does not contain the requisite number of valid signatures for the nomination paper, the candidate shall be entitled to file, within the time period allowed for filing nomination papers, a nomination paper in order to obtain the requisite number of valid signatures required to be submitted to the elections official on a nomination paper. The nomination paper shall be delivered to the county elections official of the county in which the signer resides and is a voter. **Note:** The candidate is still required to file a Declaration of Candidacy during the nomination period.

Elections Code §§ 8061, 8062, 8106

**Declaration of Intention (Judicial Offices Only)  
October 28, 2019 - November 6, 2019**

**Judicial Offices**

Candidates for a Judicial office are required to file a Declaration of Intention to become a candidate prior to filing their nomination documents. The Declaration of Intention is obtained from, and must be filed with, the county elections official of the county in which the candidate's nomination papers are required to be filed. No candidate for a Judicial office shall be required to state his or her residential address on the Declaration of Intention provided for in this section. However, in cases where the candidate does not state his or her residential address on the Declaration of Intention, the elections official shall verify that the address is within the appropriate political subdivision and add the notation "verified" to the residential address line of the form. Elections Code § 8023

The Declaration of Intention must be filed during the period of October 28, 2019, to November 6, 2019. The nonrefundable filing fee for the office must also be paid at the time the Declaration of Intention is filed. If payment is by signatures-in-lieu, the candidate MUST file the required number of in-lieu signatures by November 6, 2019. Elections Code §§ 8023, 8104, 8105

**Declaration of Intention – Extension Period  
November 7, 2019 - November 12, 2019**

If the incumbent of a judicial office fails to file a Declaration of Intention by November 6, 2019, persons other than the incumbent may file declarations of intention no later than November 12, 2019, which is the first day for filing nomination papers. Elections Code § 8023

**Nomination Petitions  
November 11, 2019**

**NOTE FOR CANDIDATES RUNNING FOR MULTI-COUNTY OFFICES:** *When there is more than one county involved in a specific jurisdiction, candidates may obtain the nomination petition forms from any county in the jurisdiction. Santa Clara County will accept another county's nomination petition forms, but we recommend that the candidate contact the other counties involved to determine if they will accept this county's forms.*

**Who Can Circulate?**

Circulators of nomination petitions shall be 18 years of age or older.

All signatures on a petition form must be obtained and witnessed by the same circulator. The circulator must complete, by hand, and sign the affidavit on petition form. Elections Code § 104

## **Who can Sign Nomination Petitions?**

Signers of nomination petitions for voter-nominated offices shall be registered voters in the district or political subdivision in which the candidate is to be voted on. No signer shall, at the time of signing a certificate, have his or her name signed to any other nomination paper for any other candidate for the same office or, in case there are several places to be filled in the same office, signed to more nomination papers for candidates for that office than there are places to be filled. Elections Code §§ 8068, 8069

## **Verification of Signatures on Nomination Papers**

The county elections official shall verify the signatures and the political preference, if required, of the signers on the nomination paper with the registration affidavits on file in the office of the county elections official. The county elections official shall mark “not sufficient” any signature that does not appear in the same handwriting as appears on the affidavit of registration in his or her office. The county elections official may cease to verify signatures once the minimum requisite number of signatures has been verified. Elections Code § 8081

No defect in any nomination document presented shall prevent the filing of another nomination document within the period allowed for presenting the nomination document.

Elections Code § 8102

## **Maximum Signers of Nomination Papers**

Please refer to the Candidate Qualifications and Information pages for the required number of nomination signatures. No more signers shall be secured for any candidate than the maximum number required. If, however, through miscalculation or otherwise, more signers are secured than the maximum number, the officer with whom the nomination papers are filed shall, with the written consent of the candidate, withdraw the excess number. Elections Code § 8067

## **Declaration of Candidacy**

**November 12, 2019 - December 6, 2019**

**NOTE FOR CANDIDATES RUNNING FOR MULTI-COUNTY OFFICES:** *When there is more than one county involved in a specific jurisdiction the candidate must file the Declaration of Candidacy in the county of residence.*

No candidate’s name shall be printed on the ballot to be used in the election unless a Declaration of Candidacy and nomination petition are delivered for filing with the county elections official. The candidate is to execute the Declaration of Candidacy in the office of the county elections official unless the candidate has signed and dated a written statement authorizing a person to receive a Declaration of Candidacy form from the county elections official for the candidate or, upon request of a candidate, the county elections official shall provide the candidate with a Declaration of Candidacy and nomination papers. Such statement shall include language explaining that the candidate is aware that the Declaration of Candidacy must be properly executed and delivered to the county elections official of the county of the candidate’s residence by 5:00 p.m., December 6, 2019. Elections Code §§ 8020, 8028

## **Name as it Will Appear on the Ballot**

**The candidate's name as provided by the candidate on the Declaration of Candidacy is the way it will appear on the ballot.** The Declaration of Candidacy cannot be changed after the nomination deadline. Elections Code § 13107(d)

No title or degree shall appear on the same line on a ballot as a candidate's name, either before or after the candidate's name, in the case of any election to any office. Elections Code § 13106

If the candidate has changed his or her name within one year prior to the election, the new name will not appear on the ballot unless the change was made by marriage or by Decree of Court. Elections Code § 13104

## **Ballot Designation**

The ballot designation is the word, or group of words that will appear on the ballot under the candidate's name, designating the current principal profession, vocation, or occupation of the candidate. The ballot creation program has a limit of 100 characters in all languages for the ballot designation line. A ballot designation that exceeds 100 characters will be cut off. Therefore, lengthy ballot designations are discouraged by the Office of the Registrar of Voters.

The ballot designation that a candidate may use is governed by Elections Code § 13107 which states the following:

(a) With the exception of candidates for Justice of the State Supreme Court or court of appeal, immediately under the name of each candidate, and not separated from the name by any line, unless the designation made by the candidate pursuant to Section 8002.5 must be listed immediately below the name of the candidate pursuant to Section 13105, and in that case immediately under the designation, may appear at the option of the candidate only one of the following designations:

(1) Words designating the elective city, county, district, state, or federal office which the candidate holds at the time of filing the nomination documents to which he or she was elected by vote of the people.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(d) For purposes of this section, all California geographical names shall be considered one word. Hyphenated words that appear in any generally available standard reference dictionary, published in the United States at any time within the 10 calendar years immediately preceding the election for which the words are counted, shall be considered as one word. Each part of all other hyphenated words shall be counted as a separate word.

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

(1) It would mislead the voter.

(2) It would suggest an evaluation of a candidate, such as outstanding, leading, expert, virtuous, or eminent.

(3) It abbreviates the word “retired” or places it following any word or words which it modifies.

(4) It uses a word or prefix, such as “former” or “ex-,” which means a prior status. The only exception is the use of the word “retired.”

(5) It uses the name of any political party, whether or not it has qualified for the ballot.

(6) It uses a word or words referring to a racial, religious, or ethnic group.

(7) It refers to any activity prohibited by law.

(f) If, upon checking the nomination documents and the ballot designation worksheet described in Section 13107.3, the elections official finds the designation to be in violation of any of the restrictions set forth in this section, the elections official shall notify the candidate by registered or certified mail return receipt requested, addressed to the mailing address provided on the candidate’s ballot designation worksheet.

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

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

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

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

(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.

### **Extension of Filing Period if Incumbent Does Not File**

Notwithstanding §8020 or any other provision of the law, if nomination documents for an incumbent officer of a county are not delivered by 5 p.m. on the 88<sup>th</sup> day (December 6, 2019) before the election, any person other than the person who was the incumbent on the 88<sup>th</sup> day shall have until 5 p.m. on the 83<sup>rd</sup> day (December 11, 2019) before the election to pick up or file nomination documents for the elective office. Elections Code § 8024

This section is not applicable where there is no incumbent eligible to be elected.

Elections Code § 8024

## **Withdrawal of Candidate**

No candidate whose declaration of candidacy has been filed for any primary election may withdraw as a candidate at that primary election. Elections Code § 8800

No candidate nominated at any primary election may withdraw as a candidate at the ensuing general election except those candidates permitted to withdraw by this part.

Elections Code § 8801

## **POSITION ON THE BALLOT**

### **Randomized Alphabet Drawing**

On December 12, 2019, the Secretary of State shall conduct a random drawing of the alphabet, and the Registrars of Voters/County Clerks throughout the state will follow this same alphabet for most offices. Names of candidates will be arranged on the ballot in accordance with the random alphabet. However, each county which has state legislative offices overlapping with other counties will draw their own random alphabet and candidates from each county will appear according to each separate county's drawing. Names of candidates will be arranged on the ballot in accordance with the random alphabet.

Elections Code § 13112

## **ADDITIONAL NOMINATION FORMS**

### **Ballot Designation Worksheet (Required Form)**

All candidates are required to file a Ballot Designation Worksheet that supports the use of the ballot designation listed on their Declaration of Candidacy. Failure to file this form will cause no designation to appear under the candidate's name on the ballot.

Elections Code § 13107.3

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.

Elections Code § 13107(h)

### **Preferred Transliteration (Required Form)**

Candidates with character-based names by birth, that can be verified by birth certificate or other valid identification, may use that name on the ballot instead of a phonetic transliteration. The preferred transliteration form must be completed for the following character-based languages: Korean, Khmer, Hindi, and Japanese. Character-based names will be transliterated on the Official Ballot.

A candidate who does not have a character-based name by birth, but who identifies by a particular character-based name and can demonstrate to the local elections official that the candidate has been known and identified within the public sphere by that name over the past two years, may use that name instead of a phonetic transliteration.

Elections Code § 13211.7

If you have a Chinese given name or preferred transliteration you would like used on the Official Ballot and the Chinese version of the County Voter Information Guide, you must file the Transliteration form with our office at the time of filing your nomination documents. Candidates with Vietnamese names who choose to put a candidate's statement in the CVIG and would like to put accents on their Vietnamese name in the Vietnamese version of the CVIG must file the Transliteration form with our office at the time of filing nomination documents.

### **Candidate Statement of Qualifications (Required Form, Statement Optional)**

Candidates for non-partisan elective offices must file the Candidate Statement of Qualifications form. The statement is optional, but the form must be filed to indicate whether you wish to have a statement appear in the Voter Information portion of the CVIG. See the "Candidate Statement of Qualifications" section of this guide for further information.

### **Code of Fair Campaign Practices (Optional Form)**

At the time an Individual files his or her Declaration of Candidacy, nomination petition, or any other paper evidencing an intention to be a candidate for public office, the elections official shall give the individual a copy of the Code of Fair Campaign Practices and a copy of the provisions of Chapter. 5, Division 20 of the Elections Code. Elections Code § 20440

### **Department of Transportation Statement of Responsibility (Informational Form)**

The California Department of Transportation has specific guidelines and responsibilities pertaining to political signs placed within their areas of jurisdiction. Each candidate receives an informational form letter and a sample copy of the Department of Transportation's "Statement of Responsibility" form at the time nomination documents are issued.

## **Candidate's Statement of Qualifications Guidelines and Fees for Voter-Nominated Offices**

A candidate for U.S. Representative in Congressional office may elect to have a candidate statement printed in the CVIG that does not exceed 250 words and follows the guidelines as set forth in the section. Elections Code § 13307.5

Following the passage of Proposition 34, candidates for state legislative elective offices (State Senate and Assembly) became eligible to submit a candidate's statement for the CVIG. **Only candidates who have adopted the voluntary expenditure limits, as stipulated in the legislation, are eligible to submit a statement.** The Registrar of Voters shall determine, based on information provided by the Secretary of State's Office, whether the candidate has accepted (and has not exceeded) the expenditure limit.

A state legislative candidate must indicate whether they wish to accept the expenditure limit on their Candidate Statement of Intention (Form 501). This form must be filed prior to a candidate receiving contributions or making expenditures in connection with a campaign. The original Form 501 is filed with the Secretary of State while a copy is filed with the local elections office. Candidate statements for legislative office are submitted and printed pursuant to Government Code § 85601.

Candidates for Congressional and state legislative offices shall submit statements in accordance with the timeframes and procedures set forth in the elections code for the preparation of the CVIG. Statements may be filed with each county elections office in the jurisdiction that encompasses the office for which the candidate is pursuing. The statement that is filed in each county is not required to be the same version and the candidate is not obligated to file a statement with each county elections office.

**Important notice to candidates in districts that encompass more than one county.** *Procedures, requirements, fees and formats for candidates' statements may vary between counties. It is the responsibility of the candidate to contact each county (in which he or she wishes to have a statement printed) in which the district falls to obtain the appropriate information from each county. Failure to do so may jeopardize the printing of the candidate's statement.*

### **Candidate Information**

The text of the statement shall not exceed 250 words. For more information, refer to the "Rules for Counting Words" in this guide. All statements must be submitted with the form provided by the county elections official of the county in which the candidate wishes to have his or her statement printed. Statements must be formatted pursuant to the guidelines provided by each county.

## Content

The statement contains the candidate's name, occupation of the candidate, age (optional) and a brief description of no more than 250 words. Statements shall not, in any way, make reference to other candidates for office or to another candidate's qualifications, character, or activities. Moreover, no statement shall contain any demonstrably false, slanderous or libelous statements, nor any obscene or profane language. Elections Code §§ 13307, 13308

The use of jargon, colloquialisms, slang, or other such expressions is **strongly discouraged** as they are difficult to translate appropriately into other languages and the meanings are often misinterpreted or lost. For example, "monster home," a local term for a home that is much larger than the other homes in the neighborhood, may be incorrectly translated as a "home of monsters." Candidates are encouraged to keep the translation process in mind when developing their statements and to use unambiguous and straightforward vocabulary.

## Format

Candidate statements are printed in the CVIG in block paragraph format. In order to ensure uniformity of candidate statements, the candidate must prepare the statement as follows:

- Type the statement in single-spaced **paragraph format** and upper- and lower-case letters. Statement must be typewritten, or computer printed.
- Typeface of statement must be of uniform size and darkness with no unusual spacing. The following are **not permitted**: Capitals or bullets used for emphasis, underlining, bold face or *italics*.
- Check statement for errors in spelling, punctuation and grammar. Statements will appear in the CVIG **exactly as submitted by the candidate**. **NO** corrections or changes to content, format or spacing will be allowed after the statement has been filed unless ordered by a court.
- Statements **must be** confined to the maximum number of words, the maximum lines allowed and the maximum character positions in a line. Blank lines are included in the line maximum count and punctuation and spaces are included in the character position maximum count. A 250-word statement has a maximum of 44 lines with approximately 72-character positions per line. Using a computer to determine a statement's word count **is not recommended**. Please refer to "Rules for Counting Words" for guidelines on computing word counts.

## **ALL STATEMENTS MUST BE IN PARAGRAPH FORMAT**

When candidate statements are translated into other languages the amount of text increases. Some of the translated candidate statements grow about 30% in size from the size of the original statement. The 44-line limit per 250-word candidate statement is an estimated number and may vary depending on the length of words and characters in a line. Therefore, it may be necessary for the Office of the Registrar of Voters to contact a candidate so that they reduce the number of lines in their candidate statement, which is usually complied with by combining paragraphs.

STATEMENTS WILL **NOT** BE ACCEPTED UNLESS THEY MEET FORMAT GUIDELINES.

### **Filing Information**

Candidate statements shall be filed together with all other nomination documents in the office of the elections official of each county within the district for which the candidate wishes a statement to be printed, not later than 5:00 p.m. on the 88<sup>th</sup> day (December 6, 2019) prior to the election or in the event that the nomination period has been extended, until 5:00 p.m. on the 83<sup>rd</sup> day (December 11, 2019) prior to the election whichever is applicable. Elections Code §§ 8024, 13307

*It is strongly recommended that the statement be filed personally by the candidate. If the statement is filed by someone other than the candidate, that person should have the authority to make any needed corrections or deletions to the statement in the event that errors or an excess number of words are contained in the statement. Statements may not be changed after filing, except with a court order.*

### **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 electronic distribution or contained in the county voter guide.

Elections Code § 13307

### **Confidentiality**

The candidate statements shall remain confidential until the close of the nomination period for the office sought. You may view or purchase copies of any candidate statement beginning the day after the close of the nomination period.

Elections Code § 13311

### **Challenge of Contents**

There is a 10-calendar day public examination period immediately following the filing deadline of candidate statements when the statements may be reviewed. During this examination period, any voter of the jurisdiction in which the election is being held or any candidate may take legal action to challenge the contents of the statement.

Elections Code § 13313

Anyone wishing to pursue a legal challenge to amend or delete any portion of a candidate's statement should file a writ of mandate immediately. Refer to the "Legal Examination and Writs of Mandate" section in this guide for more information.

### **Withdrawal**

The statement may be withdrawn, but **NOT** changed, until 5:00 p.m. of the next business day after the close of the nomination period for the office sought. Elections Code § 13307

### **Translations of Statements**

Federal and state law require voting materials be translated and available for voters. Therefore, all candidate statements will be translated and printed in the following languages, in addition to English: Chinese, Spanish, Tagalog and Vietnamese. The Registrar of Voters prepares all CVIGs in these languages.

### **Cost**

Pursuant to the census population results and the Federal Voting Rights Act of 1965, our office is mandated by the federal government to print and distribute candidate statements in the CVIG in five (5) languages: Chinese, English, Spanish, Tagalog and Vietnamese.

Required costs of providing statements (including translated statements) to voters shall be borne by the candidates, and payment must be made at the time of filing. The county elections official shall estimate the cost of providing the statement, based on current estimates of actual costs of printing and distributing candidate statements (including printing, handling, translating, and mailing.) **No statement will be accepted that is not accompanied by payment of the estimated cost at the time of filing.**

If a candidate alleges to be indigent, the elections official will follow the procedures set forth in elections code § 13309 to determine indigence. Even if a candidate is determined to be indigent, he/she is still required to pay the actual cost of providing the statement after the election.

If the actual cost of printing the statement exceeds the deposited amount, the candidate will be invoiced for the remainder of the cost. If the actual cost of printing the statement is less than the deposited amount, the candidate will receive a refund of the overpayment. The actual cost will not be determined until after the election.

If district boundaries encompass multiple counties, and a candidate would like to have the candidate statement to appear on all of the CVIGs, he/she must go to each county and file a candidate statement and make any applicable payment.

The Santa Clara County cost estimates for candidates' statements in state legislative and Congressional jurisdictions are listed on the next page.

**ESTIMATED COSTS FOR CANDIDATES STATEMENTS\***

<b>District</b>	<b>250 Word Statement</b>
<b>17<sup>th</sup> Congressional</b>	<b>\$6,905</b>
<b>18<sup>th</sup> Congressional</b>	<b>\$7,900</b>
<b>19<sup>th</sup> Congressional</b>	<b>\$8,805</b>
<b>20<sup>th</sup> Congressional</b>	<b>\$2,825</b>
 <b>U.S. Senate next election in 2022</b>	
<b>13<sup>th</sup> State Senate</b>	<b>\$5,680</b>
<b>15<sup>th</sup> State Senate</b>	<b>\$10,915</b>
<b>17<sup>th</sup> State Senate</b>	<b>\$4,635</b>
<b>24<sup>th</sup> Assembly</b>	<b>\$5,720</b>
<b>25<sup>th</sup> Assembly</b>	<b>\$5,220</b>
<b>27<sup>th</sup> Assembly</b>	<b>\$6,305</b>
<b>28<sup>th</sup> Assembly</b>	<b>\$7,210</b>
<b>29<sup>th</sup> Assembly</b>	<b>\$3,630</b>
<b>30<sup>th</sup> Assembly</b>	<b>\$3,740</b>

The first reading of the ordinance for the above proposed estimated fees were approved by the Board of Supervisors on November 19, 2019. Second reading of the ordinance will occur on December 10, 2019, and then go into effect 30 days after 2nd reading.

\* Applies to Santa Clara County only

# Candidate's Statement of Qualifications Guidelines and Cost Nonpartisan Offices

(Elections Code Sections 13307, 13308, 13309, 13311, 18351)

Each candidate for a **nonpartisan** elective office may submit a candidate statement for the CVIG at the time that he or she files nomination papers. The purpose of the voluntary candidate statement is to acquaint voters with the candidate's qualifications for the office they seek. The candidate statement is incorporated into the CVIG pamphlet and is mailed to all registered voters eligible to vote for the candidate.

## Content

A candidate's statement may contain the candidate's name, occupation, age, and a brief description of their education and qualifications as expressed by the candidate. Statements shall not, in any way, refer to another candidate for office or to another candidate's qualifications, character, or activities. The occupation listed on a candidate statement is not mandated to be the same occupation listed as your ballot designation on the Declaration of Candidacy. The occupation on the statement is not limited to the laws that apply to your ballot designation. In general, statements are limited in length to not more than 200 words.

The use of jargon, colloquialisms, slang, or other such expressions is strongly discouraged. Common phrases can be difficult to translate appropriately into other languages resulting in misinterpretation. For example, "monster home," a term for a new house that is much larger than the other homes in the neighborhood, may be incorrectly translated as a "home of monsters." Candidates are encouraged to keep the translation process in mind when developing their statements and to use unambiguous and straightforward vocabulary.

## Format

Candidate statements are printed in the CVIG in block paragraph format. In order to ensure uniformity of candidate statements, the candidate must prepare the statement as follows:

- Type the statement in single-spaced paragraph format with upper- and lower-case letters. Statement must be typewritten, or computer printed.
- Typeface of statement must be of uniform size and darkness with no unusual spacing. The following **will not be permitted**: (•) bullets, (1., 2., 3.) numbered bullets, (#@&) special characters as bullets, all CAPITALS, underlining, **bold face** or *italics*. The exception to the rule is use of the special characters in an email address, website, or social media account.
- Check the statement for errors in spelling, punctuation and grammar. Statements will appear in the CVIG exactly as submitted by the candidate.
- **Corrections/changes to content, format or spacing will not be allowed** after the statement has been filed unless ordered by a court.
- Statements must be confined to the maximum number of words, lines and character positions allowed on a line. If blank lines between paragraphs are contained in the statement, the blank lines will be included in the line maximum count. Punctuation and spaces are included in the character maximum count. A 200-word statement has a maximum of 22-lines with

approximately 72-character positions per line. A 400-word statement has a maximum of 44-lines, with the same character limit. If the occupation you place on that line requires more than one line, each additional line will be counted towards the maximum line count for the statement. Using a computer to determine a statement's word count is not recommended. Please refer to "Rules for Counting Words" for guidelines on computing word counts.

### **Statements Must Follow Format Guidelines to be included in the CVIG Pamphlet**

When candidate statements are translated into other languages, the amount of text increases. Translated candidate statements can grow up to 30 percent in size from the size of the original statement. The 22-lines limit per 200 words candidate statement is an estimated number and may vary depending on the length of words and characters in a line. Therefore, it may be necessary for the Office of the Registrar of Voters to contact a candidate so that they may reduce the number of lines in their candidate statement.

### **Statements Are Printed in Accordance with the Office of the Registrar of Voters' Standards**

#### **Restrictions**

The candidate statement shall not include the party affiliation of the candidate, nor membership or activity in partisan political organizations. Photographs of candidates are not permitted in the local CVIG. Elections Code §§ 13307, 13308

#### **Liability**

Nothing in this section shall be deemed to make any such statement, or the authors of any statement, 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 CVIG.

Any candidate who knowingly makes a false statement of material fact in a candidate statement, 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.

Elections Code §§ 13307, 18351

#### **Confidentiality**

The candidate statements shall remain confidential through the close of the nomination period for the office sought. You may view or purchase copies of any candidate's statement beginning the business day after the close of the nomination period. Elections Code § 13311

#### **Challenge of Contents**

There is a 10-calendar day public examination period immediately following the filing deadline of candidate statements when the statements may be reviewed for potential legal action. During this 10-calendar day examination period, any voter of the jurisdiction in which the election is being held, or any candidate may take legal action to challenge the contents of the statement.

Elections Code § 13313

Anyone wishing to pursue a legal challenge to amend or delete any portion of a candidate's statement should file a writ of mandate immediately. Refer to the "Legal Examination and Writs of Mandate" section in this guide for more information.

The statement may be withdrawn, but **not** changed, until 5:00 p.m. of the next business day after the close of the nomination period for the office sought. If a candidate statement is withdrawn, a new statement **cannot** be filed. Elections Code § 13307

### **Translations of Statements**

Federal and state law require voting materials be translated and available for voters. Therefore, all candidate statements will be translated and printed in the following languages, in addition to English: Chinese, Spanish, Tagalog and Vietnamese. The Registrar of Voters prepares all CVIGs in these languages.

### **Cost**

Pursuant to the census population results and the Federal Voting Rights Act of 1965, our office is mandated by the federal government to print and distribute election materials, including candidate statements in the CVIG in five (5) languages: Chinese, English, Spanish, Tagalog and Vietnamese.

The county elections official shall estimate the cost of providing the statement, based on current estimates of actual costs of printing and distributing candidate statements (including printing, handling, translating, and mailing). **No statement will be accepted that is not accompanied by payment of the estimated cost(s) unless there is no deposit required, as determined by the jurisdiction.** The actual cost of statement will be available after the election when expenses incurred are calculated. If actual costs are less than the pre-paid estimates, candidates will receive a refund. If the actual costs are more than the estimated costs, the district will be billed for the additional charges.

If a candidate alleges to be indigent, procedures established in the state elections code shall be used to determine indigence. Even if a candidate is determined to be indigent, he/she may still be required to pay the actual cost to translate, print and distribute the statement after the election.

Elections Code § 13309

### **Candidate Statement Fee Check**

The Office of Registrar of Voters will shred the candidate statement fee check for contests that do not appear on the ballot due to insufficient filings. Candidates who prefer to retrieve their check instead may do so by notifying staff of their preference.

### **NEW 24-hour Sign Off Requirement**

In 2018, the Office of the Registrar of Voters began emailing copies of submitted candidate statements to each candidate as proof of how the statement will appear in the County's Voter Information Guide. Candidates are asked to confirm the accuracy of the statement. Changes to the candidate statements are not allowed, however.

## **November Run-Off Candidates**

Candidates listed on the ballot for the November general election may choose to change the ballot designation used during the primary election. To do so, candidates must submit a written request to the Registrar of Voters' Office no later than 98 days prior to the November election. If a candidate chooses to use a different ballot designation, they must first complete and file a new *Ballot Designation Worksheet* form no later than 5:00 p.m. on July 28, 2020.

Candidates may also choose to submit a statement to be printed in the CVIG for the November election. The statement must be filed and payment made to the Registrar of Voters Office no later than 5:00p.m. on August 7, 2020.

Elections Code § 13107

Statement cost for offices of the Board of Supervisors and County offices are paid by the jurisdiction.

## Rules for Counting Words

The heading includes the candidate's name (required), age (optional), and occupation (optional). The words, however, do not count toward the number of words allowed for the statement. All statements will begin with the words: **“Education and Qualifications:”** followed by the text filed by the candidate.

The **“Occupation”** field in the candidate's statement is NOT governed by the same laws pertaining to the ballot designation; therefore, it may be different. However, if its length exceeds one line, the additional words will be counted towards the final word-limit.

Pursuant to Division 0.5, §9 of the Elections Code, words will be counted as follows:

(a) Counting of words, for purposes of this code, shall be as follows:

- (1) Punctuation is not counted.
- (2) Each word shall be counted as one word except as specified in this section.
- (3) All proper nouns, including geographical names, shall be considered as one word; for example, “City and County of San Francisco” shall be counted as one word.
- (4) Each abbreviation for a word, phrase, or expression shall be counted as one word.
- (5) Hyphenated words that appear in any generally available standard reference dictionary, published in the United States at any time within the 10 calendar years immediately preceding the election for which the words are counted, shall be considered as one word. Each part of all other hyphenated words shall be counted as a separate word. Examples: “mother-in-law”, “first-rate”, “one-time” will be counted as one word; “one-half,” “local-area,” and “home-page” will be counted as two words.
- (6) Dates shall be counted as one word.
- (7) Any number consisting of a digit or digits shall be considered as one word. Any number which is spelled, such as “one,” shall be considered as a separate word or words. “One” shall be counted as one word whereas “one hundred” shall be counted as two words. “100” shall be counted as one word.
- (8) Telephone numbers shall be counted as one word.
- (9) Internet Web site addresses shall be counted as one word.

(b) This section shall not apply to counting words for ballot designations under Section 13107.

*(Amended by Stats. 2014, Ch. 697, Sec. 3. (SB 1253) Effective January 1, 2015.)*

### Additionally:

- Characters used in place of a word or number and that stand alone, such as “&”, “\$”, “%”, or “#” shall be counted as one word. [see (a)(4) above].  
Examples: \$ (for “dollar”) = one word, # (for “number” or “pound”) = one word
- Characters used in conjunction with a number and necessary to combine, such as “\$100” or “100%” are not counted.  
Examples: \$100 = one word, #voteforme = three words (# not counted)
- If the text exceeds the word or line limit, the author will be asked to rewrite the text in order to bring the total number of words within the required word or line limit.

## Campaign Finance Disclosure Information

The Political Reform Act requires candidates to file campaign statements disclosing contributions received and expenditures made. The statutory requirements of the Political Reform Act are contained in § 81000 through § 91015 of the California Government Code. Manuals and forms relating to campaign reporting obligations under the Act may be obtained by visiting the Fair Political Practices Division's website or from your local elections official.

It is the responsibility of the candidate to review, understand and comply with all campaign disclosure laws, and candidates should consult the manuals produced by the Fair Political Practices Commission (FPPC). While your local filing officer has an obligation to collect, review, and request amendments to your campaign reports, any assistance and information on completing campaign statements should be obtained from the Technical Assistance Division of FPPC by calling (916)322-5660, (866)275-3772 or visiting their website at [www.fppc.ca.gov](http://www.fppc.ca.gov).

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*This section is for general information only and does not have the effect of law, regulation or rule. This section is not comprehensive and does not detail all filing requirements and obligations. For current comprehensive information, consult a Fair Political Practices Commission (FPPC) manual or contact the FPPC directly. Local candidates should also review information contained in this guide relating to the county's ordinance requiring electronic filing of disclosure statements.*

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### Candidates who anticipate spending or receiving less than \$2,000

**Form 501 Candidate Intention Statement** – This form announces the candidate's intention to run for office and the desire to collect or spend campaign funds. All candidates must file this form prior to solicitation or receipt of any contribution, or expenditure of any personal funds used for the election. This form is considered filed the date it is post-marked, or hand-delivered to the filing officer (for county, school and special district offices, this is the Registrar of Voters; for candidates for city office, your filing official is the city clerk). A local candidate will complete sections 1 and 3 and state legislative candidates complete sections 1, 2 and 3. An unsigned statement is not considered filed. You must file a separate Form 501 for each election. A list of Form 501 statements filed in association with local contests can be found by visiting [www.sccvote.org](http://www.sccvote.org), using the Candidate and Measures drop-down menu and choosing the applicable election information page. Government Code § 85200

**Form 470 Officeholder and Candidate Campaign Statement-Short Form** – Candidates who do **not** anticipate spending or receiving \$2,000 or more during the calendar year, and do not have a controlled committee, need to file this form.

**Form 470 Supplement** – A candidate who has filed a Form 470 and then subsequently receives contributions (monetary or non-monetary contributions, loans, and personal funds), or makes expenditures, totaling \$2,000 or more, is required to file the Form 470 Supplement, within 48 hours, with the Office of the Registrar of Voters (or city clerk, in the case of candidates for city offices) and the Office of the Secretary of State. Candidates must also send this 470 Supplement to each candidate seeking the same office. Regular mail may not be used. Send by Fax, guaranteed overnight delivery or personal delivery. The candidate must also file a Form 410 Statement of Organization within 10 days of receiving \$2,000 in contributions.

### **Candidates who anticipate spending or receiving greater than or equal to \$2,000**

*Please refer to the appropriate manual for further details on filing requirements. Below is a brief description of some of the forms you may be required to file. FPPC forms are available from the FPPC's website or at the Office of the Registrar of Voters.*

**Form 501 Candidate Intention Statement** – Please see previous page.

**Form 410 Statement of Organization** – This form must be filed with the Secretary of State's Political Reform Division (original) and with the Office of the Registrar of Voters (copy), within 10 days of receiving \$2,000 or more in contributions or making \$2,000 or more in expenditures. The term "contribution" includes monetary payments, loans and non-monetary goods or services. You will need to establish a campaign contribution account at any financial institution located in California before you can complete the Form 410. 1) All contributions or loans made to the candidate, to a person on behalf of the candidate, or to the candidate's controlled committee shall be deposited in the account. 2) Any personal funds, which will be utilized to promote the election of the candidate, shall be deposited in the account prior to expenditure. 3) All campaign expenditures shall be made from this account.\*

Government Code § 85201

Exception: \* This does not apply to a candidate's payment of a filing fee and/or statement of qualifications if paid from his/her personal funds.

The Office of the Secretary of State issues committee ID numbers to all committees who file this form. The committee ID number must be included on all subsequent disclosure filings. A Form 410 may be filed **prior** to the receipt of \$2,000 in order to obtain an ID number and/or to submit bank account information. If you do so, you must file an **amended Form 410** within ten days of receiving or spending \$2,000 or more. When you file this amendment, you must indicate the date you "qualified" as a committee, which is the date you received \$2,000 or more. Each time you change any information listed on a previously filed Form 410, such as addresses or treasurer, you must file an **amended Form 410**. All amended forms must be filed with both the Secretary of State/Political Reform Division and the Office of the Registrar of Voters (or local filing officer).

All qualified committees must file the Form 460 Recipient Committee Campaign Statement according to the filing calendar set by the FPPC. Your ID number must appear on every form you file during your campaign. **ALL** candidate-controlled committees **MUST FILE** the Form 460 by the appropriate deadlines for each filing period. **If you do not file your campaign statement by the deadline, you are subject to a fine.** Local candidates file their Form 460 reports only with the Office of the Registrar of Voters.

The Form 410 is also used to **terminate** your committee upon fulfilling all applicable requirements. Campaign filing obligations continue until the committee is terminated.

**Form 460 - Recipient Committee Campaign Statement** – For use by a candidate or officeholder not eligible to file the short form (Form 470) or who is filing jointly with one or more controlled committees. A controlled committee is one that is controlled directly or indirectly by a candidate or which acts jointly with a candidate or controlled committee in connection with the making of expenditures.

**Form 496 – 24-hour Independent Expenditure Report** – This form is used to report, within 24 hours, an independent expenditure each time \$1,000 or more is spent to support or oppose a single candidate or ballot measure during the 90 day period up to the day of the election in which the candidate or ballot measure is being voted on. For local campaign committees, this form is filed electronically. (Government Code Section 85501 prohibits a candidate’s controlled committee from making an independent expenditure to support or oppose another candidate.)

**Form 497 – 24-hour Contribution Report** – This form **may** be used to report late contributions made or received that total **\$1,000 or more from a single source**, during the 90-day period up to the day of the election in which the candidate or measure is to be voted on. Late contributions that must be reported within 24 hours include receiving a monetary or nonmonetary contribution, including a loan or receiving a combination of monetary and nonmonetary contributions and loans. For local campaign committees whose filing officer is the Registrar of Voters, this report must be filed electronically.

*Note: All campaign statements can be completed and printed on-line on the FPPC website.*

## **Election Related Filings**

All committees must file reports by the filing deadline for the specific period set by the FPPC. These dates are set by law and cannot be changed. You will be required to amend your statement if your report does not list the correct reporting period. All committees should file by the appropriate method of delivery. A copy of the FPPC calendars is in this section.

**Fair Political Practices Commission  
Filing Schedule for  
Candidates and Controlled Committees for Local Office  
Being Voted on March 3, 2020**

<b>Deadline</b>	<b>Period</b>	<b>Form</b>	<b>Notes</b>
<b>Jan 31, 2020**</b> <i>Semi-Annual</i>	* – 12/31/19	<a href="#">460</a> or <a href="#">470</a>	<ul style="list-style-type: none"> <li>• <b>460:</b> All committees must file Form 460.</li> <li>• <b>470:</b> If a candidate raised or spent less than \$2,000 during 2019, file Form 470 (see below).</li> <li>• May be filed on January 23, 2020.</li> </ul>
<b>Within 24 Hours</b> <i>Contribution Reports</i>	12/4/19 – 3/3/20	<a href="#">497</a>	<ul style="list-style-type: none"> <li>• File if a contribution of \$1,000 or more in the aggregate is received from a single source.</li> <li>• 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 being voted upon March 3, 2020.</li> <li>• 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.</li> <li>• File by personal delivery, e-mail, guaranteed overnight service or fax. The committee may also file online, if available.</li> </ul>
<b>Jan 23, 2020</b> <i>1<sup>st</sup> Pre-Election</i>	1/1/20 – 1/18/20	<a href="#">460</a> or <a href="#">470</a>	<ul style="list-style-type: none"> <li>• Each candidate listed on the ballot must file Form 460 or Form 470 (see below).</li> </ul>
<b>Feb 20, 2020</b> <i>2<sup>nd</sup> Pre-Election</i>	1/19/20 – 2/15/20	<a href="#">460</a>	<ul style="list-style-type: none"> <li>• All committees must file this statement.</li> <li>• File by personal delivery or guaranteed overnight service. The committee may also file online, if available.</li> </ul>
<b>Jul 31, 2020</b> <i>Semi-Annual</i>	2/16/20 – 6/30/20	<a href="#">460</a>	<ul style="list-style-type: none"> <li>• All committees must file Form 460 unless the committee filed termination Forms 410 and 460 before June 30, 2020.</li> </ul>

**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.
- **\*\* Deadlines:** Due to the election being held early in the year, the deadline for the first pre-election statement for calendar year 2020 is earlier than the deadline for the semi-annual statement for calendar year 2019. A candidate/committee active in both calendar years may file the 2019 statement on January 23, 2020.
- **Deadline Extensions:** Deadlines are extended when they fall on a Saturday, Sunday, or an official state holiday. This extension does not apply to the deadline for a Form 497 due the weekend before the election, or to any Form 496. Such reports must be filed within 24 hours regardless of the day of the week. Statements filed after the deadline are subject to a \$10 per day late fine.
- **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 the Form 460. The Form 410 (Statement of Organization) must also be filed once \$2,000 or more has been raised/spent.
- **Form 470 (2019):** Non-incumbent candidates who raised or spent less than \$2,000 during 2019 and did not have an open committee must file Form 470 by January 31, 2020.
- **Form 470 (2020):** Candidates who do not raise or spend \$2,000 or more (or anticipate raising or spending \$2,000 or more) in 2020 and do not have an open committee may file Form 470 on or before January 23, 2020. If, later during the calendar year, the candidate raises or spends \$2,000 or more, 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:
  - [462](#): This form must be e-mailed to the FPPC within 10 days.
  - [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.
- **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 are public documents.
- **Resources:** Campaign manuals and other instructional materials are available [here](#). Or, visit [www.fppc.ca.gov](http://www.fppc.ca.gov) > Learn > [Campaign Rules](#).

**Fair Political Practices Commission  
Filing Schedule for  
State Candidate Controlled Committees  
Listed on the March 3, 2020 Ballot**

<b>Deadline</b>	<b>Period</b>	<b>Form</b>	<b>Notes</b>
<b>Jan 31, 2020**</b> <i>Semi-Annual</i>	* – 12/31/19	<a href="#">460</a> or <a href="#">470</a>	<ul style="list-style-type: none"> <li>• Each candidate listed on the ballot must file Form 460 or Form 470 (see below).</li> <li>• May be filed on January 23, 2020.</li> </ul>
<b>Within 24 Hours</b> <i>Election Cycle Reports</i>	12/4/19 – 3/3/20	<a href="#">497</a>	<ul style="list-style-type: none"> <li>• File if a contribution of \$1,000 or more in the aggregate is received from a single source.</li> <li>• File if a contribution of \$1,000 or more in the aggregate is made to or in connection with a candidate or ballot measure being voted on the March 3 ballot, or made to a political party committee.</li> <li>• The recipient of a non-monetary contribution of \$1000 or more in the aggregate must file a Form 497 within 48 hours from the time the non-monetary contribution is received.</li> <li>• E-file only. No paper copy is required.</li> </ul>
<b>Within 10 Business Days</b> <i>\$5,000 Report</i>	Ongoing – file any time other than 90-day election cycle	<a href="#">497</a>	<p><b>Only e-filers file this report:</b></p> <ul style="list-style-type: none"> <li>• File if a contribution of \$5,000 or more is received from a single source.</li> <li>• No paper copy is required.</li> <li>• File within 10 business days of receipt of contribution.</li> </ul>
<b>Jan 23, 2020</b> <i>1<sup>st</sup> Pre-Election</i>	1/1/20 – 1/18/20	<a href="#">460</a> or <a href="#">470</a>	<ul style="list-style-type: none"> <li>• Each candidate listed on the ballot must file Form 460 or Form 470 (see below).</li> </ul>
<b>Feb 20, 2020</b> <i>2<sup>nd</sup> Pre-Election</i>	1/19/20 – 2/15/20	<a href="#">460</a>	<ul style="list-style-type: none"> <li>• All committees must file this statement.</li> <li>• Paper copies must be filed by personal delivery or guaranteed overnight service only.</li> </ul>
<b>Jul 31, 2020</b> <i>Semi-Annual</i>	2/16/20 – 6/30/20	<a href="#">460</a>	<ul style="list-style-type: none"> <li>• All committees must file this statement.</li> </ul>

**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. No paper copy is required.
- **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 also file online.
- **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 being voted upon in the election, 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.
- **\*\*Deadlines:** Due to the election being held early in the year, the deadline for the first pre-election statement for calendar year 2020 is earlier than the deadline for the semi-annual statement for calendar year 2019. A candidate/committee active in both calendar years may file the 2019 statement on January 23, 2020.
- **Deadline Extensions:** Deadlines are extended when they fall on a Saturday, Sunday, or an official state holiday. This extension does not apply to any 24-hour/10 Day Independent Expenditure Report (Form 496) or to a 24-hour/10 Day Contribution Report (Form 497) that is due the weekend before the election. Such reports must be filed within 24 hours, regardless of the day of the week.
- **Where to File:** State committees file statements with the Secretary of State. Only 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 committee 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 (2019):** Candidates who did not raise or spend \$2,000 or more in 2019 and do not have an open committee may file Form 470 (Short Form) on or before January 31, 2019. If a Form 470 is filed and later, during the calendar year, the candidate raises or spends \$2,000 or more, a Form 470 Supplement and a Form 410 must be filed.

## **County of Santa Clara Ordinance Requiring Electronic Filing of Campaign Reports**

The Office of the Registrar of Voters launched its online electronic filing system on July 1, 2003 and in doing so, led the way for electronic filing of FPPC campaign statements at the County level. The electronic filing system allows officeholders, candidates and committees to prepare and file their required FPPC campaign statements online anytime, at their convenience, and at no charge.

Electronic filing of campaign statements brings many benefits, one of which is that all electronically filed campaign statements are viewable (with addresses redacted) online, providing easier public access to campaign statements.

County Ordinance No. NS-300.857 (rev. 5/13/14) requires that whenever any officeholder, candidate or committee (also referred to as “filer”) is required by the California Political Reform Act to file the original of the following statements or reports with the Registrar of Voters, the filer **shall** file the statement electronically:

- Semi-annual campaign statement (Form 470 or Form 460);
- Pre-election campaign statement (Form 470 or Form 460);
- Amendments to previously filed campaign statements;
- Supplemental pre-election campaign statement (Supplemental Form 460);
- Late contribution received by or made to candidate or local ballot measure of \$1,000 or more, from a single source, during the election cycle (Form 497);
- Late independent expenditure made in support of or against candidate or local ballot measure of \$1,000 or more, from a single source, during an election cycle.

Filings of paper copies are not required for statements or reports that are filed electronically with the Registrar of Voters pursuant to this Ordinance.

Contact the Candidate Services Division at (408) 299-8639 for questions about electronic filing requirements and training opportunity.

Step by step tutorial is available online at [www.netfile.com/Filer/](http://www.netfile.com/Filer/)

## Statement of Economic Interests

With the passage of Senate Bill 512, effective January 1, 2008, all candidates for elective office are required to file a Statement of Economic Interests Form 700 no later than the final filing date of the Declaration of Candidacy, to disclose their investments, their interests in real property, and any income received during the immediately preceding 12 months.

Form 700 provides transparency and ensures accountability in two ways:

1. It provides necessary information to the public about an official's personal financial interests to ensure that officials are making decisions in the best interest of the public and not enhancing their personal finances.
2. It serves as a reminder to the public official or potential conflicts of interest so that official can abstain from making or participating in governmental decisions that are deemed conflicts of interests.

The Registrar of Voters is the filing officer for Statements of Economic Interests in conjunction with **candidacy for specified elective offices only**. Assuming Office statements, Annual statements, and Leaving Office statements are filed with the filing officer of the applicable jurisdiction.

If a candidate is uncertain of his/her filings they should contact their local filing officer or complete a new form marking the candidate statement box, which will satisfy the candidate's requirements for running for office.

Candidates with detailed questions regarding the Statement of Economic Interests Form 700 should contact the Fair Political Practices Commission at (916) 322-5660 or (866)ASK-FPPC 275-3772.

## **Code of Fair Campaign Practices**

(Election Code 20400-20444)

### **Background Information**

In 1982, legislation was passed which established a "Code of Fair Campaign Practices" in California which could be voluntarily subscribed to by candidates for public office. Amendments in 1987 expanded the provisions of the code so as to apply to committees formed primarily to support/oppose a ballot measure, and also reaffirmed civil liability provisions pertaining to libel and slander in campaign advertising and communications.

The text of the provisions of the Code of Fair Campaign Practices is listed on the following pages.

### **Purpose**

The purpose in creating the Code of Fair Campaign Practices is to give voters guidelines in determining fair play and to encourage candidates to discuss issues instead of untruths or distortions.

### **Registrar of Voters Requirement**

The Office of the Registrar of Voters is required, at the time an individual is issued his/her Declaration of Candidacy, nomination papers, or any other paper evidencing an intention to be a candidate for public office, to provide the candidate a blank form on which to subscribe to the "Code of Fair Campaign Practices" and a copy of the Elections Code provisions.

### **Voluntary Subscription**

Subscription to the Code is voluntary. Completed forms are to be filed with the Office of the Registrar of Voters and shall be retained for public inspection until 30 days after the election.

**Provisions of the Code of Fair Campaign Practices**  
as found in Chapter 5 of Division 20 of the California Elections Code

**Chapter 5. Fair Campaign Practices**  
**Article 1. General Intent**

The Legislature declares that the purpose of this chapter is to encourage every candidate for public office in this state to subscribe to the Code of Fair Campaign Practices.

Elections Code § 20400

It is the ultimate intent of the Legislature that every candidate for public office in this state who subscribes to the Code of Fair Campaign Practices 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.

The purpose in creating the Code of Fair Campaign Practices is to give voters guidelines in determining fair play and to encourage candidates to discuss issues instead of untruths or distortions.  
*(Enacted by Stats. 1994, Ch. 920, Sec. 2.)*

**Article 2. Definitions**

As used in this chapter, “Code” means the Code of Fair Campaign Practices.

Elections Code § 20420 *(Enacted by Stats. 1994, Ch. 920, Sec. 2.)*

**Article 3. Code of Fair Campaign Practices**

At the time an individual is issued his or her declaration of candidacy, nomination papers, or any other paper evidencing an intention to be a candidate for public office, the elections official shall give the individual a blank form of the code and a copy of this chapter. The elections official shall inform each candidate for public office that subscription to the code is voluntary.

Elections Code § 20440

In the case of a committee making an independent expenditure, as defined in Section 82031 of the Government Code, the Secretary of State shall provide a blank form and a copy of this chapter to the individual filing, in accordance with Title 9 (commencing with Section 81000) of the Government Code, an initial campaign statement on behalf of the committee. In the case of a committee making an independent expenditure as defined in Section 82031 of the Government Code, the Secretary of State shall provide a blank form and a copy of this chapter to the individual filing, in accordance with Title 9 (commencing with Section 81000) of the Government Code, an initial campaign statement on behalf of the committee. The text of the code shall read, as follows (see next page):

The Secretary of State shall print, or cause to be printed, blank forms of the code. The Secretary of State shall supply the forms to the elections officials in quantities and at times requested by the elections officials. The elections official shall accept, at all times prior to the election, all completed forms that are properly subscribed to by a candidate for public office and shall retain them for public inspection until 30 days after the election. Every code subscribed to by a candidate for public office pursuant to this chapter is a public record open for public inspection. In no event shall a candidate for public office be required to subscribe to or endorse the code.

Elections Code §§ 20441 – 20444 *(Enacted by Stats. 1994, Ch. 920, Sec. 2.)*

# Code of Fair Campaign Practices

§ 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

# Laws Governing Campaign Practices

## Political Advertising

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. Elections Code § 20008

Local municipal jurisdictions have each established Ordinances regarding political advertising and signs. Refer to the "Outdoor Political Advertising Guidelines" section in this guide for contact information for each of the city clerks in Santa Clara County to obtain further information.

## Simulation of the Ballot

Every simulated ballot or simulated CVIG 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 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)."

Violations will result in a court injunction. Our office is available to review proposed ballot simulations. Elections Code § 20009

## Campaign Literature Containing Polling Place of Voter

A person is guilty of a misdemeanor who knowingly causes to be mailed or distributed, or knowingly mails or distributes, literature to a voter that includes a designation of the voter's precinct polling place other than a precinct polling place listed for that voter in an official precinct polling list that constituted the latest official precinct polling list at sometime not more than 30 days prior to the mailing or distribution. Elections Code § 18302

## Mass Mailing/Campaign Literature

"Mass Mailing" means over two hundred (200) 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. Government Code 82041.5

## Mass Mailing Requirements

Effective April 6, 2011, all campaign committees, including candidate, ballot measure, general purpose, major donor and independent expenditure committees, must provide the words “**Paid for by**” when the committee sends a mass mailing. This identification must be presented in the same size and color as the committee name – no less than 6 point type and in a color or print that contrasts with the background and is easily legible. The words “**Paid for by**” shall be immediately adjacent to and above or immediately adjacent to and in front of the committee name and address. FPPC Regulation 18435

Example:

“Paid for by Committee to Elect Doe to City Council 2012, 1234 Main Street, Sacramento, CA 95555”

§84305 of the Government Code provides as follows:

- (a) Except as provided in subdivision (b), no candidate or committee shall 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 such mailing in no less than 6-point type. A post office box may be stated in lieu of a street address if the organization'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.
- (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).

## Mass Mailing Prohibitions

**NO** newsletter or other mass mailing shall be sent at public expense. Government Code § 89001

## False or Misleading Information to Voters

No candidate shall submit any nomination paper or declaration of candidacy knowing that any part of it has been made falsely. Violations may result in criminal penalties. Elections Code § 18203

No candidate shall attempt to mislead the public by pretending or implying by his statements or conduct that he is an incumbent of a public office or that he has acted in the capacity of a public officer when this is not the case. Violations may result in civil penalties. Elections Code § 18350

In the occupational designation on the ballot, no candidate shall assume a designation which would mislead the voters. Elections Code § 13107

## Electioneering on Election Day

§18370 of the California Elections Code states:

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.

Prohibited electioneering information includes, but is not limited to, any of the following:

- (a) A display of a candidate's name, likeness, or logo.
- (b) A display of a ballot measure's number, title, subject, or logo.
- (c) Buttons, hats, pencils, pens, shirts, signs, or stickers containing electioneering information.
- (d) Dissemination of audible electioneering information.
- (e) At vote by mail ballot drop boxes, loitering near or disseminating visible or audible electioneering information.

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.

*(Amended by Stats. 2009, Ch. 146, Sec. 2. (AB 1337) Effective January 1, 2010.)*

§18371 of the California Elections Code states:

- (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.

*(Amended by Stats. 2007, Ch. 508, Sec. 113. Effective January 1, 2008.)*

§18403 of the California Elections Code states:

Any person other than an elections official or a member of the precinct board who receives a voted ballot from a voter or who examines or solicits the voter to show his or her voted ballot is punishable by a fine not exceeding ten thousand dollars (\$10,000), by imprisonment pursuant to subdivision (h) of Section 1170 of the Penal Code for 16 months or two or three years, or in a county jail not exceeding one year, or by both that fine and imprisonment. This section shall not apply to persons returning a vote by mail ballot pursuant to Sections 3017 and 3021 or persons assisting a voter pursuant to Section 14282.

*(Amended by Stats. 2011, Ch. 15, Sec. 70. (AB 109) Effective April 4, 2011. Operative October 1, 2011, by Sec. 636 of Ch. 15, as amended by Stats. 2011, Ch. 39, Sec. 68.)*

Section 18540 of the California Elections Code states:

- (a.) Every person who makes use of or threatens to make use of any force, violence, or tactic of coercion or intimidation, to induce or compel any other person to vote or refrain from voting at any election or to vote or refrain from voting for any particular person or measure at any election, or because any person voted or refrained from voting at any election or voted or refrained from voting for any particular person or measure at any election is guilty of a felony punishable by imprisonment pursuant to subdivision (h) of Section 1170 of the Penal Code for 16 months or two or three years.
- (b.) Every person who hires or arranges for any other person to make use of or threaten to make use of any force, violence, or tactic of coercion or intimidation, to induce or compel any other person to vote or refrain from voting at any election or to vote or refrain from voting for any particular person or measure at any election, or because any person voted or refrained from voting at any election or voted or refrained from voting for any particular person or measure at any election is guilty of a felony punishable by imprisonment pursuant to subdivision (h) of Section 1170 of the Penal Code for 16 months or two or three years.

*(Amended by Stats. 2011, Ch. 15, Sec. 77. (AB 109) Effective April 4, 2011. Operative October 1, 2011, by Sec. 636 of Ch. 15, as amended by Stats. 2011, Ch. 39, Sec. 68.)*

Section 18541 of the California Elections Code states:

- (a.) No person shall, with the intent of dissuading another person from voting, within 100 feet of a polling place, do any of the following:
  - (1) Solicit a vote or speak to a voter on the subject of marking his or her ballot.
  - (2) 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.
  - (3) Photograph, video record, or otherwise record a voter entering or exiting a polling place.
- (b.) Any violation of this section is punishable by imprisonment in a county jail for not more than 12 months, or in the state prison. Any person who conspires to violate this section is guilty of a felony.
- (c.) For purposes of this section, 100 feet means a distance of 100 feet from the room or rooms in which voters are signing the roster and casting ballots.

*(Amended by Stats. 2009, Ch. 88, Sec. 33. (AB 176) Effective January 1, 2010.)*

Section 18544 of the California Elections Code states:

- (a) Any person in possession of a firearm or any uniformed peace officer, private guard, or security personnel or any person who is wearing a uniform of a peace officer, guard, or security personnel, who is stationed in the immediate vicinity of, or posted at, a polling place without written authorization of the appropriate city or county elections official is punishable by a fine not exceeding ten thousand dollars (\$10,000), by imprisonment pursuant to subdivision (h) of Section 1170 of the Penal Code for 16 months or two or three years, or in a county jail not exceeding one year, or by both that fine and imprisonment.
- (b) This section shall not apply to any of the following:
  - (1) An unarmed uniformed guard or security personnel who is at the polling place to cast his or her vote.
  - (2) A peace officer who is conducting official business in the course of his or her public employment or who is at the polling place to cast his or her vote.
  - (3) A private guard or security personnel hired or arranged for by a city or county elections official.

(4) A private guard or security personnel hired or arranged for by the owner or manager of the facility or property in which the polling place is located if the guard or security personnel is not hired or arranged solely for the day on which an election is held.

*(Amended by Stats. 2011, Ch. 15, Sec. 78. (AB 109) Effective April 4, 2011. Operative October 1, 2011, by Sec. 636 of Ch. 15, as amended by Stats. 2011, Ch. 39, Sec. 68.)*

## **Legal Examination of Candidate Statements And Writs of Mandate**

### **Examination Period for Candidate Statements**

Once the candidate filing period has closed, candidate statements may be reviewed by the public for 10-calendar days. During this 10-calendar day examination period any voter of the jurisdiction in which the election is held may take legal action by filing a writ of mandate to challenge the contents of the statement in court. Based on a filing deadline of December 6, 2019, the 10-calendar day period will close December 16, 2019. For offices with an extended filing period ending on December 11, 2019, the 10-calendar day deadline will be December 21, 2019.

It is recommended that anyone wishing to pursue a legal challenge file a petition for a writ of mandate (along with an ex parte application) as early as possible in the 10-calendar day period. Courts are not open on weekends, and with a small window to seek a challenge, waiting until the end of the examination period leads to the risk that any changes will interfere with the legal timeframe for printing and distribution of the voter information guide to voters in the County.

Elections Code §13313 states:

- (a) The elections official shall make a copy of the material referred to in Section 13307 available for public examination in the elections official's office for a period of 10-calendar days immediately following the filing deadline for submission of those documents. Any person may obtain a copy of the candidate's statements from the elections official for use outside of the elections official's office. The elections official may charge a fee to any person obtaining a copy of the material, and the fee may not exceed the actual cost incurred by the elections official in providing the copy.
- (b)
  - (1) During the 10-calendar day public examination period provided by this section, any voter of the jurisdiction in which the election is being held, or the elections official, himself or herself, may seek a writ of mandate or an injunction requiring any or all of the material in the candidates statements to be amended or deleted. The writ of mandate or injunction request shall be filed no later than the end of the 10-calendar day public examination period.
  - (2) A peremptory writ of mandate or an injunction shall issue only upon clear and convincing proof that the material in question is false, misleading, or inconsistent with the requirements of this chapter, and that issuance of the writ or injunction will not substantially interfere with the printing or distribution of official election materials as provided by law.
  - (3) The elections official shall be named as respondent and the candidate who authored the material in question shall be named as the real party in interest. In the case of the elections official bringing the mandamus or injunctive action pursuant to this subdivision, the board of supervisors of the county shall be named as the respondent and the candidate who authored the material in question shall be named as the real party in interest.

# Outdoor Political Advertising Guidelines

## County Political Sign Regulations

Within unincorporated areas of the county (areas not incorporated into one of the cities within the county), the following County Code sections will apply:

### 4.40.100 Political Signs

A. *Intent.* It is the intent of this section to encourage participation by the electorate in political activity but to assure that political signs will be located, constructed and removed in a manner to assure the public safety and general welfare.

B. *Permitted subject to regulation.* Notwithstanding any other provision of this chapter, political signs are permitted without an architecture and site approval in any zoning district, subject to all of the following regulations:

1. No political sign shall be located in violation of Division B17, Chapter II, commencing with Section B17-18, of the County Ordinance Code;

2. No political sign shall exceed 16 square feet in surface area in any R1, R1E, RHS, R1S or R2 zoning district unless it is located on a vacant lot, in which case it shall not exceed 32 square feet; and

3. Each political sign shall be removed within ten days following the final election to which such sign relates.

C. *Exception.* This section shall not apply to commercial outdoor advertising structures lawfully located in zoning districts under this ordinance and maintained by persons licensed under California Business and Professions Code Div. 3, Ch. 2.

### 5.80.040 Enforcement

Pursuant to California Penal Code Section 836.5, the County Zoning Investigators are authorized to enforce the provisions of this ordinance and to issue citations for violations thereof. There shall be no civil liability on the part of, and no cause of action shall arise against, any Zoning Investigator acting pursuant to this section and within the scope of his or her authority.

The Santa Clara County Office of Planning provides enforcement of the County Political Sign Regulations. You may contact the Office of Planning at (408)299-5770.

## State Political Sign Regulations

The California Department of Transportation has specific guidelines and responsibilities pertaining to political signs placed within their areas of jurisdiction. This information will be issued to candidates when they pick up nomination papers.

## City Political Sign Regulations

The placement of signs within the city limits is regulated by each respective city. Listed below is the contact information for each city/town clerk's office within Santa Clara County. Please contact the appropriate city office(s) if you have any questions.

### **CAMPBELL**

Wendy Wood  
70 N. First St.  
Campbell, CA 95008  
(408)866-2116

### **LOS GATOS**

Shelley Neis  
110 E. Main St.  
Los Gatos, CA 95030  
(408)354-6888

### **PALO ALTO**

Beth Minor  
250 Hamilton Ave.  
Palo Alto, CA 94301  
(650)329-2571

### **CUPERTINO**

Grace Schmidt  
10300 Torre Ave.  
Cupertino, CA 95014  
(408)777-3223

### **MILPITAS**

Mary Lavelle  
455 E. Calaveras Blvd.  
Milpitas, CA 95035  
(408)586-3000

### **SAN JOSE**

Toni Taber  
200 E. Santa Clara St.  
San Jose, CA 95113  
(408)535-1260

### **GILROY**

Shawna Freels  
7351 Rosanna St.  
Gilroy, CA 95020  
(408)846-0400

### **MONTE SERENO**

Andrea Chelemengos  
18041 Saratoga/Los Gatos Rd.  
Monte Sereno, CA 95030  
(408)354-7635

### **SANTA CLARA**

Hosam Haggag  
1500 Warburton Ave.  
Santa Clara, CA 95050  
(408)615-2220

### **LOS ALTOS**

Dennis Hawkins  
1 N. San Antonio Rd.  
Los Altos, CA 94022  
(650)947-2720

### **MORGAN HILL**

Irma Torrez  
17575 Peak Ave.  
Morgan Hill, CA 95037  
(408)779-7259

### **SARATOGA**

Debbie Bretschneider  
13777 Fruitvale Ave.  
Saratoga, CA 95070  
(408)868-1269

### **LOS ALTOS HILLS**

Deborah Padovan  
26379 Fremont Rd.  
Los Altos Hills, CA 94022  
(650)941-7222

### **MOUNTAIN VIEW**

Lisa Natusch  
500 Castro St.  
Mountain View, CA 94041  
(650)903-6304

### **SUNNYVALE**

David Carnahan  
456 W. Olive Avenue  
Sunnyvale, CA 94088  
(408)730-7483

## **Voter Information, Election Data and Maps**

*Per confidentiality laws of 1995, voter information is confidential; however, there are specific permissible exceptions to the law.* The California Administrative Code, Title 2, Division 7, Article 1, Section 19003, specifies permissible uses for any data obtained from voter registration files. Permissible usage includes direct election campaigning, surveys in conjunction with an election campaign, and distribution of information of a political nature. Data obtained from voter registration or election files may not be sold, leased, loaned, reproduced, or possession thereof relinquished without receiving written authorization to do so from the Secretary of State or the Office of the Registrar of Voters. Prohibited usage includes commercial purposes and solicitations of contributions or services for any purpose other than on behalf of a candidate or political party, or in support of or opposition to a ballot measure.

### **Public Viewing Terminals**

The voter registration database may be viewed from a public terminal in the lobby area of the Office of the Registrar of Voters. The public viewing terminal is available during normal business hours, Monday through Friday, 8:00 a.m. to 5:00 p.m. The public terminal screen does not reveal confidential voter registration information. Confidential information includes such items as: residential street address, telephone number, precinct number, date of birth, occupation, driver's license number and the last four digits of a social security number.

### **Confidential Viewing Terminals**

Viewing of the confidential voter registration database is only available in the Office of the Registrar of Voters. To view the confidential voter registration database, a person will be required to provide identification and complete an Application for Voter Information. The confidential viewing terminal is available Monday through Friday, 8:00 a.m. to 4:45 p.m.

### **Purchasing Voter Information**

Voter information is available for purchase from the Office of the Registrar of Voters. Voter information may be purchased only through our office at 1555 Berger Drive, San Jose. When purchasing voter information, you will be asked to complete an Application for Voter Information and explain in detail for what purposes the voter information will be used. All orders for voter information must be paid for in advance. Orders are processed in the order they are received. Generally, there is a 3-5 business day turnaround.

Vote by Mail voter information requests require a 24-hour advance notice and subsequent updates will be available on Monday, Wednesday, and Friday after 10:00 a.m. For more information, please contact the Vote by Mail Division at (408)299-8640.

### **Purchasing Maps**

Maps are available for purchase from the Office of the Registrar of Voters. Maps may be purchased at our office at 1553 Berger Drive, San Jose. Contact Bob Nguyen, Mapping Division Coordinator, at (408) 282-3037, or send an email to [ROV-Mapping@rov.sccgov.org](mailto:ROV-Mapping@rov.sccgov.org) for more information on ordering maps.

**Important Vote by Mail Dates**  
**Primary Election – March 3, 2020**

<b>January 27</b>	First day for campaigns to purchase Vote-by-Mail information.
<b>February 3</b>	First day Vote by Mail ballots are available.
<b>February 3 – March 2</b> Mon. – Fri., 8 a.m. – 5 p.m. <b>February 22 – February 23</b> Sat. – Sun., 9 a.m. – 6 p.m. <b>February 29 – March 1</b> Sat. – Sun., 9 a.m. – 6 p.m. <b>March 3, 2020</b> Election Day, 7 a.m. – 8 p.m.	Dates and times for voting in the Office of the Registrar of Voters.
<b>February 25</b>	Last Day to request Vote by Mail Ballots by mail
<b>March 3</b> Election Day  *All dates are for 2020.	Beginning with this election, voters have more options to return their voted ballot to their elections official: (1) return by mail or in person, (2) return to a vote center within the state, or (3) return the ballot to a vote by mail ballot drop-off location within the state that is provided by law. A voter who is unable to return their ballot may designate any person to return the ballot for them. The ballot must be received at any of the above listed locations before the close of the polls on election day. If a voted ballot is returned to a county that is not the county who issued the ballot, the elections official for the county in which the ballot is returned shall forward the ballot to the elections official who issued it no later than eight days after receipt.

## Vote Centers

### Vote Center Information

**Voting at Vote Centers and at the Registrar of Voters Office:** In the weeks prior to the Election, the Registrar of Voters establishes multiple Vote Centers including on-site voting at the Berger Drive office. Any voter of Santa Clara County can visit any Vote Center to obtain a ballot and vote early. A list of all Vote Center locations can be found on the Registrar of Voters' website [www.sccvote.org](http://www.sccvote.org). Approximately 25 Vote Centers will open for 11 days including Election Day and approximately 100 Vote Centers will be open for 4 days including Election Day for a total of 125 Vote Centers throughout the County on Election Day. At the main office, the polls officially open at 7:00 a.m. and close at 8:00 p.m. Any voter waiting in line to vote at 8:00 p.m. will be allowed to vote.

### Reporting of Results

New voting technology is coming to Santa Clara County in 2020 with major improvements for election night results. In the previous system, all ballots were returned to the Registrar's main office for tabulation. The new system allows for remote tabulation at each Vote Center daily, which will expedite election night results considerably. The modernized system has enhanced security, improved ability to conduct audits, and will incorporate precinct-level tabulation and reporting capabilities.

The voting technology is a complete system replacement, including high-speed central scanners, various workstations and ballot image review stations for the staff at the main Registrar of Voters' office. It also includes the in-person voting equipment such as ballot scanners, tabulators and ADA-compliant ballot-marking devices.

Beginning at approximately 8:05 p.m., results are available on our website at [www.sccvote.org](http://www.sccvote.org), or by calling (408) 299-VOTE. The first results reported are Vote by Mail ballots. Updates will occur approximately every hour. The Registrar of Voters Website banner will be updated regularly with information as it is available.

Beginning at 8:00 p.m. on Election Day, candidates, media representatives, and the public may view and monitor election results in Media Room 181 at 1555 Berger Dr., Bldg. 2. Room 181 is located directly across from the Auditorium. For more information about viewing election results, please contact Public and Legislative Affairs at (408) 282-3008 or email [ROV-Media@rov.sccgov.org](mailto:ROV-Media@rov.sccgov.org).

## Official Canvass of the Returns

In general, the Official Canvass of the Vote and certification of the election must be completed within 30-days of the election. The Official Canvass includes many steps that not only include tabulation of all valid ballots cast, but a verification and audit of the voting materials and official results. According to Elections Code § 15302, the official canvass shall include, but not be limited to, the following tasks:

- (a) An inspection of all materials and supplies returned by election workers.
- (b) A reconciliation of the number of signatures on the roster with the number of ballots recorded on the ballot statement.
- (c) In the event of a discrepancy in the reconciliation required by subdivision (b), the number of ballots received from each Vote Center shall be reconciled with the number of ballots cast, as indicated on the ballot statement.
- (d) A reconciliation of the number of ballots counted, spoiled, canceled, or invalidated due to identifying marks, overvotes, or as otherwise provided by statute, with the number of votes recorded, including vote by mail and provisional ballots, by the vote counting system.
- (e) Processing and counting any valid vote by mail and provisional ballots not included in the semifinal official canvass.
- (f) Counting any valid write-in votes.
- (g) Reproducing any damaged ballots, if necessary.
- (h) Reporting final results to the governing board and the Secretary of State, as required.

When elections are consolidated, all results are reported at the same time. The canvass and certification of the vote can take up to 30 days to complete. The Registrar of Voters cannot accommodate requests to tabulate and release results for specified contests, nor can it segregate ballots by contest to report remaining ballots by jurisdiction.

## References

Provided below is a quick reference of telephone numbers and Internet addresses to assist you with questions you may have during your campaign.

### Secretary of State

[www.sos.ca.gov](http://www.sos.ca.gov)

Elections Division  
(916) 657-2166  
Information & Election Fraud Hot-Line  
(800) 345-VOTE (8683)

Political Reform Division  
(916) 653-6224

### Registrar of Voters, Santa Clara County

[www.sccvote.org](http://www.sccvote.org)

Main  
(408) 299-VOTE (8683)  
(866) 430-VOTE (8683)  
Candidate Services  
(408) 299-8639  
Voter Services  
(408) 299-8683

Vote by Mail  
(408) 299-8640  
Election Officers  
(408) 299-POLL (7655)

### Fair Political Practices Commission

[www.fppc.ca.gov](http://www.fppc.ca.gov)

Technical Assistance Division  
(916) 322-5660 or  
(866) ASK-FPPC (275-3772)  
Enforcement Division  
(916) 322-5660

### Federal Election Commission

[www.fec.gov](http://www.fec.gov)

(800) 424-9530

### NetFile

[filerhelp@netfile.com](mailto:filerhelp@netfile.com)

### California Legislative Information

<http://leginfo.legislature.ca.gov/>

Text of California Codes

### League of Women Voters/Voter's Edge

[www.votersedge.org/ca](http://www.votersedge.org/ca)

Find your representatives  
Information on measures & candidates

### Population Statistics & Historical Data

[www.sccplanning.org](http://www.sccplanning.org)

Links to State Dept. of Finance and ABAG. These departments make population projections every 2 years.

# County of Santa Clara

## Registrar of Voters

1555 Berger Drive, Bldg. 2  
San Jose, CA 95112  
Mailing Address: P.O. Box 611360, San Jose, CA 95161-360  
(408) 299-VOTE (8683) 866-430-VOTE (8683) FAX: (408) 998-7314  
[www.sccvote.org](http://www.sccvote.org)



Dear Candidate:

Now that you have filed as a candidate, I want to encourage you to participate in Voter's Edge, a non-partisan project of the League of Women Voters of California Education Fund. Voter's Edge provides free webpages for candidates.

The Registrar's office is an active Voter's Edge partner and urges you to take advantage of this valuable opportunity to get your message out to your voting audience. Informed citizens are more likely to vote.

The Voter's Edge project provides an opportunity for you to let voters know who you are and where you stand on the issues. This non-partisan project was developed by the League to utilize Internet technology to inform voters about candidates and issues, and to provide an easy personal ballot lookup. Participation is free and open to all candidates. Voters can then see information about your race at [www.votersedge.org/ca](http://www.votersedge.org/ca), using their personal computers, smartphones, or any other source of access to the Internet.

Sometime after the close of the nomination filing period, you will receive an email message or letter from your local League of Women Voters in Santa Clara County providing information and instructions on how to get started. If you do not receive an invitation from your local League within three weeks after the close of filing, feel free to visit their website at [www.votersedge.org/ca](http://www.votersedge.org/ca) to send an inquiry.

I encourage you to participate in the Voter's Edge project.

Sincerely,

A handwritten signature in cursive script that reads "Shannon Bushey".

Shannon Bushey  
Registrar of Voters



# ELECTION OFFICERS NEEDED!

The Santa Clara County Registrar of Voters needs help at the vote centers for the days leading up to and including the Primary Election on March 3, 2020. This is a great way to be a part of the democratic process, serve your community, and make money for yourself or your favorite organization. Experience not necessary! Paid training is provided.

There is also a critical need for Election Officers who are bilingual in English and Chinese, Hindi, Japanese, Khmer, Korean, Spanish, Tagalog or Vietnamese. Volunteers receive paid stipends and Bilingual Election Officers are paid additional amounts.

You must be 18 years or older, a U.S. citizen and a registered voter of the State of California; or a legal permanent resident; or a high school student, 16 years or older, on or before Election Day, with at least a 2.5 GPA and approval from your parents and your school administration.

If you are interested, call:

English: 408-299-POLL (7655)

Spanish: 408-282-3095

Vietnamese: 408-282-3097

Chinese: 408-282-3086

Tagalog: 408-282-3089

Hindi, Japanese, Khmer & Korean: 408-299-POLL (7655)

or visit our website

[www.sccvote.org](http://www.sccvote.org)

## Frequently Asked Questions

### **Can anyone circulate nomination papers?**

Circulator of nomination petition has to be 18 years of age or older.

### **What happens if some of the signatures I obtain on my nomination papers are not registered voters or do not live within the jurisdiction I seek to represent?**

File your nomination papers early to avoid the consequences of a problem of this type. **The Office of the Registrar of Voters must certify that the signatures on nomination papers are of registered voters residing within the jurisdiction.** Any signatures submitted of voters who do NOT reside within the jurisdiction will be marked invalid and will not count towards your signature requirements. If you wait until the last day to file and your sponsors' signatures, for any reason, are insufficient, you will not qualify to be a candidate. If you file early, there will be time to check the signatures and notify you of any insufficiencies. You may then have an opportunity to submit supplemental signatures.

### **Is there a way to check the validity of signatures I collect on my petitions?**

Yes, a candidate qualifies to view confidential voter information at the Office of the Registrar of Voters. You can view the voter database and verify if a signer on your petition is registered to vote and at what address. The confidential terminal is available for usage during normal office hours. There are two terminals available for use on a first come, first served basis.

### **When and where can I pick up and file my nomination documents?**

The candidate filing period is November 12, 2019 - December 6, 2019. Nomination documents may be picked up at the Office of the Registrar of Voters. Nomination documents **may only be filed at the Office of the Registrar of Voters.**

### **When is the candidate nomination extension period and can an incumbent file nomination documents during an extension period?**

The candidate nomination extension period is December 7, 2019 - December 11, 2019. Neither an incumbent, nor the incumbent's authorized agent, can file during an extension period as it is only for any other candidate to pick up or file their nomination documents.

### **May I change or correct the wording or spelling on my candidate statement after submission?**

No, you may not. Statements cannot be changed for any reason after they have been filed.

### **If I pay for and submit a candidate statement of qualifications and then I change my mind, may I withdraw the statement and receive a refund?**

Yes, but you must do so by a specific deadline. The candidate statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5:00 p.m. of the next working day after the close of the nomination period. If you withdraw your statement by this deadline, you will receive a refund. After this deadline, your statement cannot be withdrawn, nor a refund given.

**Can I choose what languages my candidate statement will be printed in?**

No. Our office is federally mandated to print our CVIGs in five languages: Chinese, English, Spanish, Tagalog and Vietnamese. In addition to the CVIG being printed in different languages, the Official Ballots will only be printed in nine languages: Chinese, English, Hindi, Japanese, Khmer, Korean, Spanish, Tagalog and Vietnamese.

**May my spouse, relative, friend or campaign manager pick up and/or file nomination documents for me or can I mail them to you?**

Yes, only if the candidate prepares and signs a Letter of Authorization. In general, all forms must be picked up and filed by the candidate. However, state law allows someone other than the candidate to obtain and/or file nomination papers, if they must have specific written authorization to do so. Candidates are urged to obtain and file papers themselves. Everyone is urged to file in person. The reasons are twofold:

1. The oath of office on the Declaration of Candidacy must be administered by a member of the Registrar of Voters staff, an authorized public official, or a notary public. It is much easier for a candidate to file the nomination papers in person and have the oath administered at the time he or she files; and
2. The signature of the candidate, as well as other data, is required on many documents involved in the nomination process. If through an oversight the nomination papers are incomplete, the problem can easily be rectified when a candidate files in person.

If the candidate wishes to mail the nomination papers, they must be sent by certified mail and arrive in our office by the close of the nomination period, regardless of the postmark.

**Am I required to file financial documents related to my campaign?**

Yes, every candidate must file some type of financial documents at specified deadlines. Refer to the “Campaign Finance Disclosure Information” section of this guide for more information.

**I am unable to complete and file any of my FPPC campaign disclosure statements by the filing deadline. May I obtain an extension and will I be fined?**

No. There is no provision in the Political Reform Act that permits any filing officer to extend a filing deadline. Statements that are filed late are subject to a fine of \$10.00 per day until the statement is filed including additional penalties or remedies imposed by the act. You may be fined for filing your statements late.

### **Can I place campaign signs anywhere I want?**

No. There are city, county and state regulations concerning placement of campaign signs. Please refer to the “Outdoor Political Advertising Guidelines” section of this guide.

### **How does the Registrar of Voters release a list of candidates and how soon will an official list of qualified candidates be available after the close of nominations?**

The County publishes an updated list of candidates who have obtained and filed papers directly with this office each day. At the time the local candidate completes all required paperwork to qualify for office, there will be a date listed next to the candidate’s name indicating the date they were qualified.

The general nomination period ends at 5:00 p.m. on December 6, 2019, but if an incumbent does not file, the nomination period is extended until December 11, 2019. The City Clerk must certify their own list of qualified candidates and provide that to the Registrar of Voters. A finalized list of local candidates will be prepared in the following days, and should be available for distribution by noon on December 16, 2019.

For each state election, the Secretary of State qualifies all federal and state candidates and prepares the official certified list. This certified list of federal and state candidates is not available to each county until December 30, 2019, at the earliest. The Secretary of State’s Office also posts this certified list on their website. The County’s final official certified list that includes all federal and state candidates should be available for distribution on January 2, 2020. You may come into the office and view the candidate lists at no charge or purchase a copy of it.

### **Can I come into the Office of the Registrar of Voters on election night and view the tabulation of the votes?**

Yes. You can come into our office on election night and view the entire process of the vote tabulation. All election night visitors must be escorted in our office so please call us ahead of time to inform us that you will be coming to our office. Calling ahead helps us plan our staffing needs.

### **Can I obtain election night results on the Internet?**

Yes. You may obtain the most up-to-date election night results on our website at [www.sccvote.org](http://www.sccvote.org) or call (408) 299-8639.

### **Why is there so much paperwork involved in being a candidate?**

Election law specifies documents required, as well as format, filing dates, etc. The filing requirements are not discretionary.

## **Registrar of Voters Contact Information**

**Santa Clara County Registrar of Voters**  
1555 Berger Drive, Building 2, San Jose, CA 95112  
P: (408) 299-8639  
F: (408) 998-7356

**Shannon Bushey**  
Registrar of Voters  
Santa Clara County  
P: (408) 282-3005  
Email: shannon.bushey@rov.sccgov.org

**Virginia Bloom**  
Assistant Registrar of Voters  
Santa Clara County  
P: (408) 282-3135  
Email: virginia.bloom@rov.sccgov.org

**Christina Rivas-Louie**  
Election Process Supervisor II  
Candidate Services Division  
Santa Clara County Registrar of Voters  
P: (408) 282-3045  
Email: christina.rivaslouie@rov.sccgov.org

**Matt Moreles**  
Assistant Registrar of Voters  
Santa Clara County  
P: (408) 282-3003  
Email: matt.moreles@rov.sccgov.org

**Patricia Lopez**  
Election Specialist, Candidate Services Division  
Santa Clara County Registrar of Voters  
P: (408) 282-3042  
Email: patricia.lopez@rov.sccgov.org

**Ralph Murrieta, Jr.,**  
Election Specialist, Lead  
Candidate Services Division  
Santa Clara County Registrar of Voters  
P: (408) 282-3044  
Email: ralph.murrietajr@rov.sccgov.org

**Ruby Naranjo**  
Election Specialist, Candidate Services Division  
Santa Clara County Registrar of Voters  
P: (408) 282-3093  
Email: ruby.naranjo@rov.sccgov.org

ATTENTION: Information provided by the Registrar of Voters' office in response to inquiries made by candidates is general in nature and is informational only. It is not to be used as a substitute for legal advice. Candidates are responsible for consulting their own legal counsel and verifying all information as it relates to their individual situation.



Santa Clara County Registrar of Voters

# VOTER'S CHOICE

*your new voting experience*

Visit Our Website At  
[sccvote.org/voterschoice](https://sccvote.org/voterschoice)

Or Call Us At  
408-299-VOTE (8683)