

GENERAL ELECTION

NOVEMBER 4, 2014

CANDIDATE GUIDE

County of Solano
675 Texas Street, Suite 2600
Fairfield, CA 94533
(707) 784-6675
www.solanocounty.com/elections

Ira J. Rosenthal
Registrar of Voters

John H. Gardner
Assistant Registrar of Voters



Lobby of Solano County Government Center

REGISTRAR OF VOTERS

IRA J. ROSENTHAL
Registrar of Voters

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Dear Candidate:

Congratulations on your decision to run for office. We have compiled this guide to assist you in preparing for the upcoming election, and we urge you to study it carefully. This handbook does not contain all information concerning elections but rather is a summary of general provisions related to candidates running for office.

This manual is divided into several chapters, and we direct your attention in particular to sections pertaining to eligibility requirements, filing fees (if any), and the filing requirements and deadlines.

Our staff has attempted to make this handbook as informative as possible and will make every effort to answer your questions. However, this handbook is a general reference guide and is not intended to be a substitute for legal advice which the Registrar of Voters office is precluded by law from offering. We strongly urge all candidates to consult private legal counsel when legal questions arise.

The staff of the Registrar of Voters office joins me in wishing you the best of luck in your endeavors.

Sincerely,

JOHN H. GARDNER
Assistant Registrar of Voters

This Candidate Guide is intended to provide general information about the nomination and election of candidates and other election related issues. No duty is imposed upon the Registrar of Voters office 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 be a resource and is not legally sufficient. In the case of conflict with rule or law, the rule or law will apply. It is distributed with the understanding that the Solano County Registrar of Voters is not rendering legal advice and the individual, organization, or candidate using this guide must not consider it to be a substitute for legal counsel.

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

SOLANO COUNTY REGISTRAR OF VOTERS

MISSION STATEMENT

Mission Statement

The mission of the Registrar of Voters Office is to ensure federal, state and local elections are conducted timely, responsibly, and with the highest level of professional election standards, accountability, security and integrity, intended to earn and maintain public confidence in the electoral process.

Departmental Functions

- Conduct fair and impartial federal, state, local and school elections
- Register voters and maintain voter registration records
- Develop instructional materials and administer candidate nominations
- Ensure the timely filing of campaign disclosure statements
- Act as Filing Officer for statements of economic interests
- Procure polling places
- Develop curriculum and recruit and train hundreds of poll workers
- Provide outreach services for voter registration and voter education
- File and verify state and local initiative, referendum and recall petitions
- Provide voter registration and election information to candidates and campaigns
- Maintain precinct and district maps
- Canvass and certify the results of all elections

There are five established election dates over a two-year election cycle. Elections are scheduled in Solano County in June of the even years and in November of each year. Initiative, referendum, recall and school bond elections are not limited to the regular election dates.

Costs for federal, state, and county elections are borne by the county, while the other jurisdictions (cities, schools, and special districts) reimburse the county for the cost of conducting their elections.

In addition to the conduct of elections, the department also maintains the voter registration file, conflict of interest and campaign statement filings, files and verifies petitions (initiative, referendum, recall, formation, and annexation petitions), maintains precinct maps, issues certificates of registration and provides information on election-related matters.

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GENERAL INFORMATION

IMPORTANT ADDRESSES AND TELEPHONE NUMBERS

SOLANO COUNTY REGISTRAR OF VOTERS

Ira J. Rosenthal, Registrar

John H. Gardner, Assistant Registrar

Government Center Building

675 Texas Street, Suite 2600

Fairfield, CA 94533-6338

(707) 784-6675 or Toll Free: (888) 933-VOTE

www.solanocounty.com/elections

- Candidate Nomination Period for local and nonpartisan offices begins July 14, 2014
- Vote-by-mail voting period begins October 6, 2014 and continues to 8:00 p.m. on Election Day

Secretary of State

1500 11th Street, 5th floor

Sacramento, CA 95814

www.sos.ca.gov

Elections Division Phone: (916) 657-2166

Political Reform Division Phone: (916) 653-6224

- Committee Identification Numbers
- Termination of Committees

Fair Political Practices Commission

428 J St., Suite 620

Sacramento, CA 95814

www.fppc.ca.gov

Advice Line: Toll Free (866) ASK-FPPC or 916-322-5660

advice@fppc.ca.gov

Enforcement Violations: Toll Free (866) 275-3772 (press 1)

complaint@fppc.ca.gov

- Campaign disclosure
- State contribution limits
- Conflict of interest disclosure
- Lobbying disclosure
- Conflict of interest disqualification
- Proper use of campaign funds
- Report enforcement violations anonymously (800) 561-1861

Federal Election Commission

999 E Street NW

Washington, DC 20463

Toll Free: (800) 424-9530

www.fec.gov

- Federal Campaign Disclosure
- Contributions from national banks, national corporations and foreign nationals

State Franchise Tax Board

Toll Free: (800) 338-0505

www.ftb.ca.gov

- Committee tax status
- Tax deductible contributions
- Charitable non-profit groups
- Audit of campaign disclosure statements

Internal Revenue Service

Toll Free: (800) 829-1040

www.irs.gov

- Federal taxpayer I.D. numbers
- Any other tax-related questions

Attorney General of California

P. O. Box 944255

Sacramento, CA 94244-2550

Toll Free: (800) 952-5225

www.oag.ca.gov

- Legal opinions
- Incompatibility of office
- Quo warrant actions
- Brown Act requirements

Neighboring Counties

Below is a list of counties that are adjacent to Solano County or with whom we share a Congressional, State Senate, State Assembly, school or special district with.

<p>Colusa Kathleen Moran, County Clerk/Recorder 546 Jay Street, Suite 200 Colusa, CA 95932 Ph: 530-458-0500 Fax: 530-458-0512 Web: www.countyofcolusa.org Email: ccclerk@countyofcolusa.org</p>	<p>Sacramento Jill LaVine, Registrar of Voters 7000 65th Street, Suite A Sacramento, CA 95823 Ph: 916-875-6451 Fax: 916-875-6516 Web: www.elections.saccounty.net Email: voterinfo@saccounty.net</p>
<p>Contra Costa Joseph E. Canciamilla, County Clerk-Recorder/Registrar of Voters Scott Konopasek, Assistant Registrar 555 Escobar Street P.O. Box 271 Martinez, CA 94553 Ph: 925-335-7800 Fax: 925-335-7842 Web: www.cocovote.us Email: candidate.services@vote.cccounty.us</p>	<p>Sonoma William F. Rousseau, County Clerk-Recorder/Assessor /Registrar of Voters 435 Fiscal Drive Santa Rosa, CA 95403 P.O. Box 11485 Santa Rosa, CA 95406 Ph: 707-565-6800 Fax: 707-565-6843 Web: www.sonoma-county.org Email: rov-campaign@sonoma-county.org</p>
<p>Glenn Sheryl Thur, County Clerk-Recorder Susan Alves, Assistant Clerk-Recorder 516 W. Sycamore Street Willows, CA 95988 Ph: 530-934-6414 Fax: 530-934-6571 Web: www.countyofglenn.net Email: elections@countyofglenn.net</p>	<p>Sutter Donna M. Johnston, County Clerk-Recorder/Registrar of Voters Chris Goforth, Assistant Registrar of Voters 1435 Veterans Memorial Circle Yuba City, CA 95993 Ph: 530-822-7122 Fax: 530-822-7587 Web: www.co.sutter.ca.us</p>
<p>Lake Diane Fridley, Registrar of Voters 255 N. Forbes Street Lakeport, CA 95453 Ph: 707-263-2372 Fax: 707-263-2742 Web: www.co.lake.ca.us Email: diane.fridley@lakecountyca.gov</p>	<p>Yolo Freddie Oakley, County Clerk-Recorder 625 Court Street, Room B-05 Woodland, CA 95695 P.O. Box 1820 Woodland, CA 95776 Ph: 530-666-8133 Fax: 530-666-8123 Web: www.yoloelections.org Email: cntyclrk@yoloelections.org</p>
<p>Napa John Tuteur, Assessor-Recorder-County Clerk 900 Coombs Street Suite 256 Napa, CA 94559 Ph: 707-253-4321 Fax: 707-253-4390 Web: www.countyofnapa.org Email: elections@countyofnapa.org</p>	<p>Yuba Terry A. Hansen, County Clerk-Recorder 915 8th Street, Suite 107 Marysville, CA 95901 Ph: 530-749-7855 Fax: 530-749-7854 Web: www.yuba.org Email: elections@co.yuba.ca.us</p>

Shared Districts

Office	District	Counties
U.S. Congress	3	COLUSA , Glenn, Lake, Sacramento, Solano, SUTTER , Yolo, YUBA
U.S. Congress	5	Contra Costa, Lake, NAPA , Solano, Sonoma
State Assembly	4	Colusa, LAKE , NAPA , Solano, Sonoma, Yolo
State Assembly	11	Contra Costa, Sacramento, Solano
State Assembly	14	Contra Costa, Solano
Office	Trustee Areas	Counties
Davis Joint Unified School District		Solano, Yolo
Fairfield-Suisun Unified School District	4, 5 & 7	Napa, Solano
River Delta Unified School District	1, 2, 3, 5	Sacramento, Solano, Yolo
Winters Joint Unified School District	2, 3, 4	Solano, Yolo
San Joaquin Delta Community College	3, 4, 7	Alameda, Calaveras, Sacramento, San Joaquin, Solano
Solano County Community College	1, 2, 4, 6	Solano, Yolo
Solano County Board of Education	3, 4, 6	Napa, SOLANO
Yolo County Board of Education	2, 5	Solano, Yolo

City Clerks of Solano County

<p>CITY OF BENICIA Lisa M. Wolfe, City Clerk 250 East "L" Street Benicia, CA 94510</p> <p>(707) 746-4200 Fax: 747-8120 E-mail: lwolfe@ci.benicia.ca.us E-mail: kgibbs@ci.benicia.ca.us</p>	<p>Kate Gibbs</p>	<p>CITY OF SUISUN CITY Linda Hobson, City Clerk 701 Civic Center Blvd. Suisun City, CA 94585</p> <p>(707) 421-7300 Fax: 421-7366 E-mail: lhobson@suisun.com E-mail: dpock@suisun.com</p>	<p>Donna Pock (421-7302)</p>
<p>CITY OF DIXON Suellen Johnston, City Clerk 600 East "A" Street Dixon, CA 95620</p> <p>(707) 678-7000 x 103 Fax: 678-1489 E-mail: sjohnston@ci.dixon.ca.us E-mail: dcamara@ci.dixon.ca.us</p>	<p>Diana Camara x 122</p>	<p>CITY OF VACAVILLE Michelle Thornbrugh, City Clerk 650 Merchant Street Vacaville, CA 95688</p> <p>(707) 449-5110 Fax: 449-5149 (City Mgr.) E-mail: Michelle.Thornbrugh@cityofvacaville.com E-mail: Claudia.Archer@cityofvacaville.com</p>	<p>Claudia Archer (449-5112)</p>
<p>CITY OF FAIRFIELD Karen L. Rees, City Clerk 1000 Webster Street Fairfield, CA 94533</p> <p>(707) 428-7384 or 428-7400 Fax: 428-7798 E-mail: klrees@fairfield.ca.gov</p>		<p>CITY OF VALLEJO Dawn Abrahamson, City Clerk 555 Santa Clara Street PO Box 3068 Vallejo, CA 94590</p> <p>(707) 648-4527 Fax: 648-4535 E-mail: dabrahamson@ci.vallejo.ca.us</p>	
<p>CITY OF RIO VISTA Anna Olea-Moger, City Clerk 1 Main Street Rio Vista, CA 94571</p> <p>(707) 374-6451 x 1102 Fax: 374-6763 E-mail: aoleamoger@ci.rio-vista.ca.us</p>			

Election Services Offered

Effective July 1, 2014

The following page is the fee schedule of various services and reports offered by our office for your campaign needs.

- Voter lists may be ordered in a hard copy, CD or via email only if the file is small enough. Candidates may order the information with or without voter history.
- A walking list or voter file is a type of report that is especially helpful when candidates want to campaign by walking a precinct. Voter history is not available with a walking list.
- Voter file orders require a set-up fee which must be paid at the time of placing your order. Any remaining charges, as with a per page cost of a hard copy order, will be paid at the time of order pick up.
- Precinct maps of districts within Solano County are also available, as are voter labels for your mailing needs.

All transactions are nonrefundable, and there are no exchanges on ordered reports.

Prior to any voter information being purchased, an “Application to Purchase or View Voter Registration Information” must be submitted by the applicant, and approved by an authorized staff person.

Data obtained from voter registration and election files may **not** be sold, leased, loaned, or reproduced, and possession thereof may not be relinquished without receiving written authorization to do so from the Secretary of State or the Registrar of Voters. Prohibited uses include commercial purposes and solicitation of contributions or services for any purpose other than on behalf of a candidate or political party, or in the support or opposition of a ballot measure.

The California Administrative Code, Title 2, Division 7, Article 1, specifies permissible uses for any data obtained from voter registration and election files. Permissible uses include direct election campaigning, surveys in conjunction with an election campaign and distribution of information of a political nature.

If there are any questions regarding the above information, contact the Registrar of Voters office or the Secretary of State.

Fee Schedule

SOLANO COUNTY REGISTRAR OF VOTERS OFFICE EFFECTIVE JULY 1, 2014

REPORTS	
Reports/Files	Actual Costs (labor \$136 per hour & supplies)
Vote-by-Mail Voters File Subscription	\$224.00
Walking List	\$.50 per thousand names

GENERAL	
Certified Copy of Affidavit <small>(Includes verification of voter look-up)</small>	\$1.50
Copies	\$.75 first page, \$.10 each additional page
FPPC and Campaign Statement Copies	\$.10 per page
FPPC and Campaign Statement Copies <small>(5 years or older)</small>	\$5.00 retrieval fee plus \$.10 per page
Research of Records	\$136.00 per hour plus copy costs <small>(1/4 hour minimum = \$34.00)</small>

MAPS	
All production maps excluding Fairfield/Suisun	\$100.00
Production Map - Fairfield/Suisun	\$250.00

ELECTION	
Deposit to conduct Special Election	\$4.00 per registered voter
Notice of Intent to Circulate Petition	\$200.00
Staff Time Billable Hourly Rate - Election Support	Employee weighted hourly rate + 117% overhead
Election Cost Estimates (Cost per voter)	General Election \$5.00 Primary Election \$7.00 Stand alone mail ballot election \$10.00 Stand alone precinct election \$15.00

All services with a set up fee will be charged the set up fee upon placing the order. When the order is complete, the remaining per page charges must be paid upon pick up.

_____ () _____



Election Calendar General Election November 4, 2014

The materials contained in this calendar represent the research and opinions of the staff at the Solano County Registrar of Voters office. The contents of this calendar and any legal interpretations contained here are not to be relied upon as being correct either factually or as legal opinion. Reliance on the content without prior submission to and approval of your appropriate public counsel is at the reader's risk.

Please call 707-784-6675 if you have any questions or comments. Information can also be found on our website at www.solanocounty.com/elections Thank you.

All references are to the California Elections Code unless otherwise noted.

Calendar Key:

An **asterisk (*)** next to the date indicates the legal date falls on a holiday or weekend. County offices will be closed. The date listed will be the next working day.

A **double asterisk (**)** next to the date indicates the legal date falls on a holiday or weekend when county offices will be closed, but the deadline will NOT move to the next working day.

"E" stands for Election Day, November 4, 2014. The minus sign and the number after "E -" indicates the number of days until the election. The plus sign and the number after "E +" indicate the number of days after the election.

For example: "E-29" means 29 days before the election, while "E+28" means 28 days after the election.

EARLY suggested deadlines are provided in the calendar below for jurisdictions that can meet them. These early deadlines are necessary in order for the Solano County Elections Department to meet printing and mailing schedules.

FINAL deadlines are noted as such.

Thank you for your cooperation.



<p>June 9, 2014 (E-148)</p>	<p><u>GOVERNOR'S PROCLAMATION – ISSUANCE</u></p> <p>On this day, the Governor shall issue a proclamation calling for a general election.</p> <p style="text-align: right;">§ 12000</p>
<p>June 17, 2014 (E-140)</p>	<p><u>AMENDED CANDIDATE INTENTION STATEMENT</u></p> <p>Last day to file an amended Candidate Intention Statement (Form 501) to accept the expenditure ceiling for the General Election if the voluntary expenditure ceiling is rejected in the primary election, but not exceeded during that election. The filing of an amended Form 501 allows State Senate and Assembly candidates to qualify to purchase space for a 250-word candidate statement in the official sample ballot(s) of the county or counties in their jurisdiction.</p> <p style="text-align: right;">Govt. Code §§ 85200, 85400, 85401, 85600, 85601</p>
<p>June 26, 2014 to July 16, 2014 (E-131 to E-111) (Dates designated by the Secretary of State)</p>	<p><u>CANDIDATE STATEMENTS IN THE STATE VOTER INFORMATION GUIDE – STATEWIDE ELECTIVE OFFICE</u></p> <p>Between these dates, statewide constitutional office candidates may purchase a space for a 250-word candidate statement in the official state voter information guide. Candidates for statewide constitutional office may purchase space for a candidate statement only if they have agreed to voluntary expenditure limits.</p> <p style="text-align: right;">Govt. Code § 85601(a)</p>
<p>June 30, 2014 to July 14, 2014 (E-127 to E-113)</p>	<p><u>CITIES PUBLISH ELECTION NOTICE</u></p> <p>The City Clerk shall publish a Notice of Election in the city pursuant to Govt. Code § 6061 to include (a) the date and polling hours of the election and (b) the offices to be filled, specifying full term or short term, as the case may be.</p> <p style="text-align: right;">§ 12101, 12102</p> <p>The City Clerk shall consolidate the notice of election and the notice of measure to be voted on into one notice if the measure was placed on the ballot before the notice of election is published pursuant to §§ 12101, 12111 (b)</p> <p>This is a one-time publication in a newspaper of general circulation. If no such newspaper is published and circulated in the city, the notice must be posted conspicuously in at least three public places in the city.</p> <p style="text-align: right;">§ 12101</p>

<p>July 2, 2014 (E-125)</p>	<p><u>SPECIAL DISTRICTS & CITIES DELIVER NOTICE OF ELECTION TO THE ELECTIONS OFFICE</u></p> <p>Last day for district secretaries and City Clerks to deliver a Notice of Election listing the elective offices to be filled and any measure (if known at the time) to be voted on and to deliver a map of the district or city to the Registrar of Voters office. Cities and special districts should include in the notice how a tie vote will be resolved.</p> <p style="text-align: right;">§§ 10509, 10522, 10524, 15651</p>
<p>July 7, 2014* (E-120)</p>	<p><u>SCHOOLS TO DELIVER SPECIFICATIONS OF THE ELECTION ORDER TO THE ELECTIONS OFFICE</u></p> <p>Last day for a school board to deliver a resolution known as the "Specifications of the Election Order" and file it with the County Superintendent of Schools and the Registrar of Voters office, stating the date and purpose of the election and includes how a tie vote will be resolved.</p> <p style="text-align: right;">Ed. Code §§ 5322, 5016</p>
<p>July 7, 2014 to August 6, 2014 (E-120 to E-90)</p>	<p><u>NOTICE OF ELECTION PUBLICATION</u></p> <p>Between these dates the county elections official, as a matter of policy, will publish a Notice of Election containing the date of the election, the offices to be filled and where nomination and candidacy papers are available, and the deadline for filing Declarations of Candidacy. The Notice of Central Counting Place may be combined with this notice.</p> <p style="text-align: right;">§ 12112</p>
<p>July 14, 2014 to August 8, 2014 (E-113 to E-88)</p>	<p><u>CANDIDATE STATEMENTS FOR COUNTY AND SCHOOL DISTRICT CANDIDATES IN THE COUNTY SAMPLE BALLOT</u></p> <p>Between these dates, candidates may prepare a statement of their qualifications, not to exceed 200 words, to be included in the official county sample ballot. The statement shall be paid for at the time it is filed. Obtain cost information from the Registrar of Voters office.</p> <p style="text-align: right;">§ 13307</p>
<p>July 14, 2014 to August 8, 2014 (E-113 to E-88)</p>	<p><u>CANDIDATE STATEMENTS FOR STATE CANDIDATES IN THE COUNTY OFFICIAL SAMPLE BALLOT</u></p> <p>Between these dates, candidates for United States House of Representatives, State Senate and Assembly may purchase space for a 250-word candidate statement in the voter information portion of the official sample ballot(s). Candidates for State Senate and Assembly may purchase statement space only if they have agreed to voluntary expenditure limits.</p> <p style="text-align: right;">Govt. Code § 85601(c); § 13307.5</p>

<p>July 14, 2014 to August 8, 2014 (E-113 to E-88)</p>	<p><u>CANDIDATE NOMINATION PERIOD</u></p> <p>Between these dates is the filing period for candidates running for office. Forms are obtained from and filed with the Registrar of Voters office.</p> <p>Anyone who will be running for city offices must file with the City Clerk.</p> <p style="text-align: right;">§§ 10510, 13307, 13311</p>
<p>July 16, 2014 (E-111) EARLY</p>	<p><u>EARLY DATE TO SUBMIT RESOLUTIONS FOR MEASURES</u></p> <p>Early date to submit resolutions and measure text to the Registrar of Voters office. This date is recommended because of the printer's deadlines. (Suggested date)</p>
<p>July 16, 2014 (E-111) (Date designated by Secretary of State)</p>	<p><u>CANDIDATE STATEMENTS – STATEWIDE CANDIDATES ONLY</u></p> <p>Last day that a candidate's statement for publication in the state Voter Information Guide will be accepted by the Secretary of State.</p> <p style="text-align: right;">Govt. Code § 85601(a); Elec. Code § 9084(i)</p>
<p>July 17, 2014 to August 15, 2014 (E-110 to E-81) (Dates fixed by law)</p>	<p><u>DECLARATION OF CANDIDACY – SUPREME AND APPELLATE COURT JUSTICES</u></p> <p>Between these dates, each Justice of the Supreme and Appellate Court who must stand for retention at the General Election may file a Declaration of Candidacy with the Secretary of State. The nonrefundable filing fee must be paid at the time the Declaration of Candidacy is filed.</p> <p style="text-align: right;">Cal. Const., Art. VI, § 16; Elec. Code §§ 8103, 8105, 8201</p>
<p>July 29, 2014 (E-98)</p>	<p><u>CHANGE OF CANDIDATE'S DESIGNATION ON BALLOT</u></p> <p>The last day that any candidate may request in writing a different ballot designation that was used at the Primary Election. This request should be made to <u>both</u> the Secretary of State and the Registrar of Voters office.</p> <p style="text-align: right;">Cal. Code Reg., tit. 2, § 20711(e), Elec. Code § 13107(e)</p>
<p>July 31, 2014 (E-96) (Date fixed by law)</p>	<p><u>CAMPAIGN FINANCIAL STATEMENT – SEMI-ANNUAL</u></p> <p>Last day to file semi-annual campaign statements for all candidates, and committees, receiving contributions or making expenditures between January 1, 2014 and June 30, 2014.</p> <p style="text-align: right;">Govt. Code §§ 84200, 84218</p>

<p>July 31, 2014</p> <p>(E-96)</p> <p>(Date fixed by law)</p>	<p><u>SUPPLEMENTAL INDEPENDENT EXPENDITURE REPORT (SIER)</u></p> <p>Candidates or committees making independent expenditures of \$1,000 or more in a calendar year to support or oppose a candidate or measure shall file independent expenditure reports as if it were formed or existing primarily to support or oppose the candidate or measure.</p> <p style="text-align: right;">Govt. Code §§ 84203.5, 85501</p>
<p>August 6, 2014 to November 3, 2014</p> <p>(E-90 to E-1)</p>	<p><u>24-HR. PAYMENT REPORT (SLATE MAILER ORGANIZATIONS)</u></p> <p>During the 90 days immediately before an election, each slate mailer organization that receives a payment of \$2,500 or more for the purpose of supporting or opposing any candidate or measure in a slate mailer must report the payment within 24 hours to the Secretary of State's office by online or electronic transmission only. Payments may be reported on Slate Mailer Late Payment Report (Form 498).</p> <p style="text-align: right;">Govt. Code §§ 84203, 84220, 85204</p>
<p>August 6, 2014 to November 4, 2014</p> <p>(E-90 to E)</p>	<p><u>24 HOUR CONTRIBUTION REPORT</u></p> <p>File form 497 within 24 hour of receiving or making contribution(s) of \$1000 or more for:</p> <ul style="list-style-type: none"> • State and local committees making or receiving contribution(s) that total in the sum of \$1000 or more in the 90 days before an election. • Committees reporting contributions of \$5000 or more in connection with a state ballot measure. • State candidates and state ballot measure committees that receive \$5000 or more at any time other than a 90-day election cycle. <p><u>File Form 497 by fax, guaranteed overnight delivery, or personal delivery. Regular mail may not be used. Online/electronic filing may be required.</u></p> <p style="text-align: right;">Govt. Code §§ 82036, 84203, 84203.3, 85204, 85309</p>
<p>August 6, 2014 to November 4, 2014</p> <p>(E-90 to E)</p>	<p><u>24-HR INDEPENDENT EXPENDITURE REPORT</u></p> <p>Independent expenditures that total in the sum of \$1000 or more to support or oppose a single candidate for elective local office or a single local ballot measure must be reported as 24-hour independent expenditures during the 90 days immediately preceding the election in which the candidate or measure will be voted on.</p> <p>File Form 496 within 24 hours of making the independent expenditures(s).</p> <p><u>File Form 496 by fax, guaranteed overnight delivery, or personal delivery. Regular mail may not be used. Online/electronic filing may be required.</u></p> <p style="text-align: right;">Govt. Code §§ 82036.5, 84204, 85204</p>

<p>August 8, 2014 (E-88)</p>	<p><u>TAX RATE STATEMENT FILING DEADLINE</u></p> <p>This is the deadline for filing a Tax Rate Statement for any bond measure appearing on the November ballot.</p> <p style="text-align: right;">§ 9401</p>
<p>August 8, 2014 @ 5:00 p.m. (E-88)</p>	<p><u>LAST DAY TO FILE A REQUEST FOR CONSOLIDATION</u></p> <p>Last day for any local governing body to file with the Board of Supervisors a resolution requesting consolidation of a local election for candidates and/or measures to be voted on. A copy of the resolution must also be filed with the Registrar of Voters on or before this date.</p> <p><i>Earlier filing dates are encouraged in order to meet printing schedules.</i></p> <p>The request for consolidation shall describe the exact form of any question, proposition, or office to be voted on, as it is to appear on the ballot.</p> <p style="text-align: right;">§§ 10401-10403</p>
<p>August 8, 2014 (E-88) FINAL</p>	<p><u>CANDIDATE'S STATEMENT – STATE CANDIDATES</u></p> <p>Last day candidates for candidates of the United States House of Representatives, State Senate and State Assembly may purchase space for a 250-word candidate statement in the official sample ballot of the county or counties in their jurisdiction. For State Senate and State Assembly office, the purchase may only be made if they have agreed to accept the voluntary expenditure limits.</p> <p style="text-align: right;">Gov. Code § 85601 (c); Elec. Code § 13307.5</p>
<p>August 8, 2014 (E-88) FINAL</p>	<p><u>CANDIDATE'S STATEMENT – COUNTY NOMINEES WHO WILL RUNOFF IN THE GENERAL ELECTION</u></p> <p>Last day county office candidates may prepare a statement of qualifications, not to exceed 200 words, to be included in the official county sample ballot. The statement shall be filed and paid for at the same time it is filed. Obtain cost information from the Registrar of Voters office.</p> <p style="text-align: right;">§ 13307</p>
<p>August 9, 2014** to August 13, 2014 (E-87 to E-83)</p>	<p><u>EXTENSION OF NOMINATION PERIOD</u></p> <p>Extension period for anyone other than the incumbent to file a Declaration of Candidacy and Nomination Petition if the incumbent did not file by August 8. This provision does not apply if there is no incumbent or if there is a vacancy.</p> <p style="text-align: right;">§§ 8022, 8024</p>

<p>August 13, 2014 (E-83)</p>	<p><u>POLITICAL PARTY ENDORSEMENTS</u></p> <p>Last day for any qualified political party to submit to the Registrar of Voters office a list of all candidates for voter-nominated offices who will appear on any ballot in Solano County, and who have been endorsed by the party. The Registrar of Voters office will print this list in the official county sample ballot.</p> <p style="text-align: right;">§ 13302(b)</p>
<p>Aug 13, 2014 (E-83)</p>	<p><u>INSUFFICIENT NOMINEES – SCHOOLS / COUNTY BOARDS OF EDUCATION</u></p> <p>If by 5:00 p.m. on this day, only one person has been nominated or there are no nominees for the office(s) to be filled or in the case of members elected at large or by trustee areas, there are less candidates than the number to be elected, and no petition is signed by 10% or 50 voters (whichever is the smaller number), an appointment will be made. The qualified person nominated shall be seated at the organizational meeting of the board, or, if not enough candidates is nominated, the governing board shall appoint a candidate(s) at a meeting prior to Election Day. The person(s) appointed shall be seated at the organizational meeting as if they had been elected.</p> <p>In the event no one is nominated, the governing board shall publish a notice one time in a newspaper of general circulation in the district stating that the board intends to make an appointment and informing the public how to apply for the office.</p> <p style="text-align: right;">Ed. Code §§ 5326, 5328, 5328.5</p>
<p>Aug 13, 2014 (E-83)</p>	<p><u>INSUFFICIENT NOMINEES – CITIES</u></p> <p>If by this day (or the 88th day before the election, if there is no extension), there are no nominees or only one nominee for city office, the city council may decide to fill the office by appointment or proceed with the election.</p> <p>Prior to the city council's action, the City Clerk must publish a one-time notice of the facts and options under Elec. Code §10229. The council may not make an appointment until five days after this publication.</p> <p>If no appointment is made by the 75th day before the election (Aug 21, 2014) and if any citywide office or measure is on the ballot, the election is held regardless of insufficient nominees. Candidates will remain on the ballot.</p> <p style="text-align: right;">§10229</p>
<p>August 14, 2014 @ 11:00 a.m. (E-82)</p>	<p><u>RANDOMIZED ALPHABET DRAWING</u></p> <p>On this day, the Secretary of State will conduct the randomized alphabet drawing to determine the order in which the candidates will appear on the General Election ballot and send the results to the county elections officials.</p> <p>On this same day, the Registrar of Voters office will conduct a randomized alphabet drawing for the offices of State Senate and Assembly.</p> <p style="text-align: right;">§ 13112 (b) (1) (C)</p>

<p>August 15, 2014 (E-81) (Date fixed by law)</p>	<p><u>DECLARATION OF CANDIDACY – SUPREME AND APPELLATE COURT JUSTICES</u></p> <p>The last day for each Justice of the Supreme or Appellate Court who must stand for retention at the General Election to file with the Secretary of State a declaration of candidacy and pay the nonrefundable filing fee.</p> <p style="text-align: right;">Cal. Const. Art. VI, § 16; Elec. Code §§ 8103, 8105, 8201</p>
<p>August 15, 2014 (E-81)</p>	<p><u>ARGUMENTS DUE FOR BALLOT MEASURES</u></p> <p>Deadline to submit arguments for or against any measure to be included in the sample ballot for the November general election.</p> <p style="text-align: right;">§ 9162, 9163</p>
<p>August 23, 2014 (E-73)</p>	<p><u>NOTICE TO CANDIDATES FROM THE SOS</u></p> <p>On or before this day, the Secretary of State is responsible for notifying each candidate for voter-nominated office of the names, addresses, offices, ballot designations, and party preferences of all other persons whose names are to appear on the General Election ballot.</p> <p style="text-align: right;">§ 8147.5</p>
<p>August 25, 2014 (E-71)</p>	<p><u>DEADLINE FOR SUBMISSION OF REBUTTALS AND ANALYSES FOR BALLOT MEASURES</u></p> <p>Deadline for proponents and opponents to submit rebuttal arguments based on 81-day deadline for direct arguments. (250 word limit)</p> <p style="text-align: right;">§ 9167</p> <p>County Counsel to submit analyses for county and school/special district measures. City attorney to submit analyses of city measures. (500 word limit)</p> <p style="text-align: right;">§§ 9160, 9313, 9280</p> <p>County Auditor, if previously directed by the Board of Supervisors, to submit fiscal analysis of measures. (500 word limit)</p> <p style="text-align: right;">§ 9160</p>

<p>August 25, 2014 to September 4, 2014</p> <p>(E-71 – E-61)</p> <p>FINAL</p>	<p><u>10-DAY PUBLIC INSPECTION FOR ARGUMENTS, REBUTTALS AND ANALYSES FOR MEASURES</u></p> <p>10-day public inspection of arguments, analysis, rebuttals, and ballot materials for measures. Documents will be on public display at the Solano County Registrar of Voters office at 675 Texas St, Suite 2600, Fairfield. Any person may obtain a copy of the materials for a fee not to go beyond the actual cost incurred by the county to provide them.</p> <p>During this period, any voter of the jurisdiction or the Registrar of Voters office may seek a writ of mandate or an injunction requiring any or all of the materials to be amended or deleted.</p> <p style="text-align: right;">§§ 9190, 9380</p>
<p>August 28, 2014</p> <p>(E-68)</p>	<p><u>CERTIFIED LIST OF CANDIDATES AND ROTATION LIST</u></p> <p>Last day for the Secretary of State to certify and send to each county elections official a list by public office showing the name, party preference (or lack of party preference), and ballot designation of every person who has received the nomination as a candidate for public office and is entitled to receive votes within the county at the General Election.</p> <p>By this day, the Secretary of State will also provide to county elections officials a list of candidates for each county arranged according to the randomized alphabet drawn on August 14, 2014 (E-82).</p> <p style="text-align: right;">§§ 8148, 8149, 13111</p>
<p>August 28, 2014</p> <p>(E-68)</p>	<p><u>DEATH OF A CANDIDATE FOR NONPARTISAN OFFICE – NAME ON BALLOT</u></p> <p>Last day for the county elections official to remove the name of a deceased candidate for nonpartisan office from the General Election ballot.</p> <p style="text-align: right;">§§ 8803, 8810</p>
<p>August 28, 2014</p> <p>(E-68)</p>	<p><u>FILLING VACANCY ON BALLOT – NONPARTISAN OFFICE</u></p> <p>No vacancy on the ballot for the General Election shall be filled except by reason of the death of a candidate for nonpartisan office occurring on or before this day.</p> <p style="text-align: right;">§ 8803</p>

<p>September 5, 2014 (E-60)</p>	<p><u>MILITARY OR OVERSEAS VOTER BALLOT APPLICATIONS</u></p> <p>This is the first day the Registrar of Voters office may process applications for military or overseas voter ballots. Any applications received prior to this day are to be kept and processed on or after this date. If the applicant is not a resident of Solano County, the application will be forwarded immediately to the proper county.</p> <p><u>NOTE:</u> A request for a vote-by-mail ballot from a military or overseas voter will be deemed an affidavit of registration and an application for permanent vote-by-mail status.</p> <p>§§ 300(b), 321, 3102, 3105</p>
<p>September 5, 2014 to September 15, 2014 (E-60 to E-50)</p>	<p><u>REPORT OF REGISTRATION – 60-DAY COUNTY REPORT</u></p> <p>Period in which county elections officials shall send to the Secretary of State a summary statement showing the number of registered voters in their counties, by political party preference and each political subdivision thereof. This statement is based on the number of persons registered as of September 5, 2014 (E-60).</p> <p>§§ 2187(a), (c) & (d) (5)</p>
<p>September 8, 2014 to October 21, 2014 (E-57 to E-14)</p>	<p><u>STATEMENT OF WRITE-IN CANDIDACY AND NOMINATION PAPERS FOR NONPARTISAN OFFICE ONLY</u></p> <p>During this period all write-in candidates must file their statement of write-in candidacy and nomination papers with the Registrar of Voters office. There is no filing fee for write-in candidates.</p> <p>§§ 8140, 8600, 8601</p>
<p>September 15, 2014 (E-50)</p>	<p><u>REPORT OF REGISTRATION – 60-DAY COUNTY REPORT SUMMARIES DUE</u></p> <p>By this date, the Registrar of Voters office will send to the Secretary of State a summary statement showing the number of registered voters in the county as of September 5, 2014 (E-60).</p> <p>§§ 2187(a), (c) & (d) (5)</p>
<p>September 15, 2014 (E-50) (Date fixed by law)</p>	<p><u>CANDIDATE NOMINATION – SUPREME AND APPELLATE COURTS</u></p> <p>The last day for the Governor to nominate a candidate for Justice of the Supreme Court or Justice of the Court of Appeal when an incumbent justice who was to have stood for confirmation at the General Election did not file his or her declaration of candidacy with the Secretary of State.</p> <p>Cal. Const. Art. VI, § 16(d)</p>

<p>September 20, 2014** (E-45) (Date fixed by law)</p>	<p><u>LAST DAY FOR BALLOTS FOR MILITARY OR OVERSEAS VOTERS</u></p> <p>This is the last day for the Registrar of Voters office to mail out ballots to absent military or overseas voters.</p>
<p>September 25, 2014 to October 14, 2014 (E-40 to E-21)</p>	<p><u>STATE VOTER INFORMATION GUIDE MAILING</u></p> <p>Between these dates, the Secretary of State is responsible for the mailing of state Voter Information Guides to all households in which voters were registered by Friday, September 5, 2014 (E-60). This mailing is based on the information provided by the voter files that are transmitted to the Secretary of State by September 15, 2014 (E-50).</p> <p style="text-align: right;">§ 9094 (a)</p>
<p>September 25, 2014 to October 14, 2014 (E-40 to E-21)</p>	<p><u>COUNTY OFFICIAL SAMPLE BALLOT MAILING</u></p> <p>Between these dates, the Registrar of Voters office will mail a sample ballot to each voter who registered at least 29 days prior to the election.</p> <p style="text-align: right;">§§ 13300,13304</p>
<p>October 6, 2014* (E-29) (Date fixed by law)</p>	<p><u>FIRST PRE-ELECTION STATEMENT</u></p> <p>Last day for candidates and committees to file campaign financial statements covering the period July 1, 2014 through September 30, 2014.</p> <p style="text-align: right;">Govt. Code §§ 84200.5, 84200.7 (b)</p>
<p>October 6, 2014* (E-29) (Date fixed by law)</p>	<p><u>SUPPLEMENTAL INDEPENDENT EXPENDITURE REPORT (SIER)</u></p> <p>Candidates or committees making independent expenditures of \$1,000 or more in a calendar year to support or oppose a candidate or measure shall file independent expenditure reports as if it were formed or existing primarily to support or oppose the candidate or measure.</p> <p style="text-align: right;">Govt. Code § 84203.5</p>
<p>October 6, 2014 (E-29)</p>	<p><u>PRECINCT BOARD MEMBERS AND POLLING PLACES</u></p> <p>Last day for the Registrar of Voters office to appoint the members of the precinct boards and designate the polling places.</p> <p style="text-align: right;">§ 12286</p>

<p>October 6, 2014 to October 28, 2014</p> <p>(E-29 to E-7)</p>	<p><u>VOTE-BY-MAIL VOTING PERIOD</u></p> <p>Between these dates, any registered voter may apply to receive a Vote-by-Mail ballot for the 2014 General Election. Applications will be available at the Registrar of Voters office and online at www.solanocounty.com/elections starting October 6, 2014. Any applications or requests received before that date will be kept and processed during this application period.</p> <p style="text-align: right;">§§ 3001, 3003</p>
<p>October 6, 2014 to November 4, 2014</p> <p>(E-29 to E)</p>	<p><u>VOTE-BY-MAIL BALLOT APPLICATION FOR OUT-OF-STATE EMERGENCY WORKERS</u></p> <p>Between these dates and when declared and authorized by the Governor, an out-of-state emergency worker may request and vote a vote-by-mail ballot, which must be delivered to the elections official by mail or by hand, on or before the close of polls on Elections Day.</p> <p style="text-align: right;">§§ 336.7, 3021.5</p>
<p>October 14, 2014</p> <p>(E-21)</p>	<p><u>COUNTY OFFICIAL SAMPLE BALLOT MAILING</u></p> <p>Last day for the Registrar of Voters office to mail sample ballots to voters. Sample ballots will continue to be available on the Registrar of Voters office website at www.solanocounty.com/elections.</p> <p style="text-align: right;">§§ 13303, 13304</p>
<p>October 19, 2014* to November 3, 2014</p> <p>(Within 24 hours)</p> <p>(E-16 to E-1)</p>	<p><u>24-HOUR STATEMENT OF ORGANIZATION FILING REQUIREMENT – RECIPIENT COMMITTEES AND SLATE MAILER ORGANIZATIONS</u></p> <p>During the 16 days immediately preceding an election, any person or entity that qualifies as a recipient committee or slate mailer organization must file a Form 410 within 24 hours by FAX, guaranteed overnight delivery or personal delivery.</p> <p style="text-align: right;">Govt. Code §§ 84101, 84108</p>

<p>October 20, 2014</p> <p>(E-15)</p>	<p><u>CLOSE OF VOTER REGISTRATION</u></p> <p>The Registrar of Voters office will accept an affidavit voter registration for the General Election if the affidavit is completed on or before the 15th day prior to the election, and if any of the following apply:</p> <ol style="list-style-type: none"> 1) The affidavit is postmarked on or before the 15th day prior to the election and received by mail at the Registrar of Voters office. 2) The affidavit is submitted to the Dept. of Motor Vehicles or accepted by any other public agency designated as a voter registration agency pursuant to the National Voter Registration Act of 1993 (42 U.S.C. Sec 1973gg) prior to the election. 3) The affidavit is delivered to the Registrar of Voters office by means other than those described in paragraphs (2) and (3) on or before the 15th day prior to the election. <p style="text-align: right;">§§ 2102, 2107</p>
<p>October 21, 2014</p> <p>(E-14)</p>	<p><u>STATEMENT OF WRITE-IN CANDIDACY AND NOMINATION PAPERS - NONPARTISAN OFFICE ONLY</u></p> <p>Last day for write-in candidates to file their Statement of Write-in Candidacy and Nomination Papers with the county elections official.</p> <p style="text-align: right;">§§ 8140, 8601</p>
<p>October 21, 2014 to November 4, 2014</p> <p>(E-14 – E)</p>	<p><u>NEW CITIZENS REGISTRATION PERIOD</u></p> <p>Registration for new citizens begins the 14th day prior to an election and ends at close of polls on Election Day. A new citizen registering to vote after the close of registration will need to provide the Registrar of Voters office with proof of citizenship (between these dates) prior to voting, and will declare that he or she has established residency in California. New citizens vote within the Registrar of Voters' office.</p> <p style="text-align: right;">§§ 331, 3500-3502</p>
<p>October 23, 2014</p> <p>(E-12)</p>	<p><u>SECOND PRE-ELECTION CAMPAIGN FINANCIAL STATEMENT</u></p> <p>Last day to file campaign financial statements for candidates and committees for the reporting period October 1, 2014 through October 18, 2014. Candidates being voted upon, their controlled committees, and committees primarily formed to support or oppose a candidate or measure must file the second pre-election statement by <u>guaranteed overnight mail</u> or <u>personal delivery</u>, in addition to any electronic filing requirements.</p> <p style="text-align: right;">Govt. Code §§ 84200.5, 84200.7</p>

<p>October 23, 2014 (E-12)</p>	<p><u>SUPPLEMENTAL INDEPENDENT EXPENDITURE REPORT (SIER)</u></p> <p>Candidates or committees making independent expenditures of \$1,000 or more in a calendar year to support or oppose a candidate or measure shall file independent expenditure reports as if it were formed or existing primarily to support or oppose the candidate or measure.</p> <p style="text-align: right;">Govt. Code § 84203.5</p>
<p>October 24, 2014 (E-11)</p>	<p><u>CERTIFIED LIST OF WRITE-IN CANDIDATES FOR NONPARTISAN OFFICE</u></p> <p>If no candidate has been elected to a nonpartisan office at the primary election, the Secretary of State will prepare and send to affected county elections officials a certified list of write-in candidates showing the name of every write-in candidate eligible to receive votes within the county at the General Election, their addresses, and the offices to which they seek election. This list will also be mailed to each candidate running for the affected offices.</p>
<p>October 24, 2014 (E-11)</p>	<p><u>COMPUTER PROCESSING OF VOTE-BY-MAIL BALLOTS</u></p> <p>Processing of Vote-by-Mail ballots may begin on the seventh business day before the election but the results of the tally shall not be released until after the polls close.</p> <p style="text-align: right;">§ 15101(b)</p>
<p>Oct. 25, 2014** (E-10)</p>	<p><u>NOTICE OF CENTRAL COUNT</u></p> <p>Last day for the Registrar of Voters office to publish the notice that the General Election ballots will be counted at a specified public place. The notice shall be published one time in a newspaper of general circulation in the county.</p> <p style="text-align: right;">§ 12109</p>
<p>Oct. 25, 2014** (E-10)</p>	<p><u>STATE VOTER INFORMATION GUIDE SUPPLEMENTAL MAILING BY COUNTY</u></p> <p>Last day for the Registrar of Voters office to mail state Voter Information Guides to voters who registered between Saturday, September 6, 2014 (E-59) and October 6, 2014 (E-29), inclusive.</p> <p style="text-align: right;">§ 9094(c)</p>
<p>October 28, 2014 (E-7)</p>	<p><u>VOTE-BY-MAIL BALLOT APPLICATION</u></p> <p>Last day for the Registrar of Voters office to receive and process any voter's application for a vote-by-mail ballot for the General Election.</p> <p style="text-align: right;">§§ 3001, 3102</p>

<p>October 28, 2014 (E-7)</p>	<p><u>PUBLICATION OF NOTICE OF MEASURES TO BE VOTED ON AT A MUNICIPAL ELECTION</u></p> <p>The city elections official shall publish a synopsis of the measure at least one time not later than one week before the election in a newspaper of general circulation in the city.</p> <p style="text-align: right;">§ 12111</p>
<p>October 28, 2014 (E-7)</p>	<p>The elections official will publish the list of polling places and precinct board members.</p> <p style="text-align: right;">Elec. Code §12105-12108, Govt. Code § 6061</p>
<p>October 29, 2014 to November 3, 2014 (E-6 to E-1)</p>	<p><u>MILITARY OR OVERSEAS VOTER – RECALLED TO MILITARY SERVICE</u></p> <p>On or between these dates, a registered military or overseas voter recalled to military service after October 28, 2014 (E-7), but before 5:00 p.m. on November 3, 2014 (E-1) may appear at the Registrar of Voters office or, if within the state, in the county in which he or she is recalled to service and apply for a vote-by-mail ballot which may be transmitted to the voter by facsimile, email, or online transmission if the elections official makes the transmission option available.</p> <p>The vote-by-mail ballot may be voted inside or outside the office on or before the close of the polls and returned as are other voted vote-by-mail ballots. To be counted, the ballot shall be returned to the Registrar of Voters office in person, by facsimile transmission, or by an authorized person on or before the close of the polls on the day of the election.</p> <p style="text-align: right;">§ 3111</p>
<p>October 29, 2014 to November 4, 2014 (E-6 to E)</p>	<p><u>REQUEST FOR VOTE-BY-MAIL BALLOTS - LATE CONDITIONS</u></p> <p>On or between these dates, vote-by-mail ballots are available at the Registrar of Voters office for voters who have conditions preventing them from voting at a polling place. A written application signed by the voter under penalty of perjury is required unless the Vote-by-Mail ballot is voted in the office of the elections official at the time of the request. The voter may designate any authorized representative to return the voted Vote-by-Mail ballot.</p> <p style="text-align: right;">§ 3021</p>
<p>October 31, 2014 (E-4) (Date fixed by law)</p>	<p><u>QUARTERLY STATEMENT BY BALLOT MEASURE COMMITTEES</u></p> <p>Last day for committees that have qualified as a recipient committee and are primarily formed to support or oppose the qualification, passage, or defeat of any measure must file a quarterly campaign statement for the period July 1 through September 30, 2014, during any semi-annual period before the election in which the measure is not being voted upon.</p> <p style="text-align: right;">Govt. Code § 84202.3</p>

<p>November 3, 2014 (E-1)</p>	<p><u>ELECTION CYCLE REPORTS – 24-HR PAYMENT REPORT (SLATE MAILER ORGANIZATIONS)</u></p> <p>During the 90 days immediately preceding an election, each slate mailer organization that receives a payment of \$2,500 or more for the purpose of supporting or opposing any candidate or measure in a slate mailer must report the payment within 24 hours to the Secretary of State's office by online or electronic transmission only. (Deadlines are extended to the next business day when they fall on a Saturday, Sunday, or an official state holiday, except for the weekend before an election.) Such payments may be reported on a Slate Mailer Late Payment Report (Form 498).</p> <p style="text-align: right;">Govt. Code §§ 84203, 84220, 85204</p>
<p>November 4, 2014 (Election Day)</p>	<p><u>GENERAL ELECTION DAY</u></p> <p>Polls open at 7 a.m. and close at 8 p.m.</p> <p style="text-align: right;">§§ 1000 (d), 14212</p> <p>Voters who have moved from one address to another within the same county and have not reregistered may vote a provisional ballot at the polling place for their current (new) address at the Registrar of Voters office or at a polling place designated by that elections official.</p> <p style="text-align: right;">§ 14311</p>
<p>November 4, 2014 (Election Day)</p>	<p><u>UNOPPOSED SUPERIOR COURT JUDGE</u></p> <p>On this date, officials of the Registrar of Voters office will declare any incumbent superior court judge whose name did not appear on either the primary or general election ballot re-elected.</p> <p style="text-align: right;">§ 8203 (c)</p>
<p>November 4, 2014 (Election Day)</p>	<p><u>ELECTION CYCLE REPORTS – 24-HR CONTRIBUTION REPORT</u></p> <p>File form 497 within 24 hour of receiving or making contribution(s) of \$1000 or more, if any of the following apply:</p> <ul style="list-style-type: none"> • State and local committees making or receiving contribution(s) that total in the sum of \$1000 or more in the 90 days before an election. • Committees reporting contributions of \$5000 or more in connection with a state ballot measure. • State candidates and state ballot measure committees that receive \$5000 or more at any time other than a 90-day election cycle. <p><u>File Form 497 by fax, guaranteed overnight delivery, or personal delivery. Regular mail may not be used. Online or electronic submission may be required.</u></p> <p style="text-align: right;">Govt. Code §§ 82036, 84203, 84203.3, 85204, 85309</p>

<p>November 4, 2014 (Election Day)</p>	<p><u>ELECTION CYCLE REPORTS – 24-HR INDEPENDENT EXPENDITURE REPORT</u></p> <p>Independent expenditures that total in the sum of \$1000 or more to support or oppose a single candidate for elective local office or a single local ballot measure must be reported as 24-hour independent expenditures during the 90 days immediately preceding the election in which the candidate or measure will be voted on.</p> <p>File Form 496 within 24 hours of making the independent expenditures(s).</p> <p><u>File Form 496 by fax, guaranteed overnight delivery, or personal delivery. Regular mail may not be used. Online or electronic submission may be required.</u></p> <p style="text-align: right;">Govt. Code §§ 82036.5, 84204, 85204</p>
<p>November 4, 2014 (Election Day)</p>	<p><u>RETURNING OF VOTE-BY-MAIL BALLOTS IN ORDER TO BE COUNTED</u></p> <p>Vote-by-mail ballots shall be received by 8:00 p.m. on Election Day at any polling place in the county where the voter is registered or at the Registrar of Voters office.</p> <p style="text-align: right;">§§ 3017, 3020, 14212</p>
<p>November 6, 2014 to December 2, 2014 (E+2 to E+28)</p>	<p><u>OFFICIAL CANVASS PERIOD</u></p> <p>Beginning no later than the Thursday following the election, the Registrar of Voters office must begin the official canvass of the precinct returns. This canvass must be completed no later than December 2, 2014 (E+28).</p> <p style="text-align: right;">§§ 15301, 15372</p>

THE TOP-TWO PROCESS – HOW IT WORKS

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

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

The following are voter-nominated offices:

Governor	Controller	State Senator
Lt. Governor	Insurance Commissioner	State Assembly
United State Senator	Board of Equalization	State Treasurer
U.S. Representatives	Secretary of State	Attorney General

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

What does this mean for the Voter?

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

For nonpartisan offices, if no candidate receives a majority of the vote in the primary, then the top-two vote-getters move on to the general election.

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

**LIST OF OFFICES AND INCUMBENTS FOR THE
NOVEMBER 4, 2014 GENERAL ELECTION**

STATE OFFICES		INCUMBENT	
Governor	Edmund Brown		
Lt. Governor	Gavin Newsom		
Secretary of State	Debra Bowen		
Attorney General	Kamala Harris		
State Controller	John Chiang		
State Treasurer	Bill Lockyer		
Insurance Commissioner	Dave Jones		
State Superintendent of Public Instruction	Tom Torlakson		
Board of Equalization 2 nd District	George Runner		
State Assembly 4 th District	Mariko Yamada		
State Assembly 11 th District	Jim Frazier		
State Assembly 14 th District	Susan A. Bonilla		
FEDERAL OFFICES		INCUMBENT	
Congress – 3 rd District	John Garamendi		
Congress – 5 th District	Mike Thompson		
COUNTY OFFICES		INCUMBENT	
Board of Supervisors – 3 rd District	Jim Sperring (run off)		
CITIES		INCUMBENT	INCUMBENT
City of Benicia – Councilmembers (2)	Mark Hughes	Alan Schwartzman	
City of Dixon – Councilmembers (2)	Dane Besneatte	Thom Bogue	
City of Fairfield – Mayor	Harry T. Price		
City of Fairfield – Councilmembers (2)	Catherine Moy	John Mraz	
City of Rio Vista – Councilmembers (2)	Constance Boulware	Timothy Kubli	
City of Suisun - Mayor	Pete Sanchez		
City of Suisun – Councilmembers (2)	Jane Day	Michael Hudson	
City of Vacaville - Mayor	Steve Hardy		
City of Vacaville – Councilmembers (2)	Mitch Mashburn	Curtis Hunt	

SCHOOLS	INCUMBENT	INCUMBENT
Benicia Unified School District (3)	Rosie Switzer	Stephen Messina
	Peter Morgan	
Davis Joint Unified School District (4)	Shelia A. Allen	Gina M. Daleiden
	Tim Taylor	Alan Fernandes***
Fairfield-Suisun Unified School District (4) TA 4, 5 & 7 **	TA 4 Vacant	TA 5 Vacant
	TA 7 David C. Isom	TA 7 Perry W. Polk
River Delta Unified School District (4) TA 1, 2*, 3*, & 5*	TA 1 Sarah Donnelly	TA 2 Katy Maghoney
	TA 3 David Bettencourt	TA 5 Alicia Fernandez
Vacaville Unified School District (4)	Michele Dally	Christopher Flask***
	David McCallum	Horace Whitman
Vallejo City Unified School District (3)	Adrienne Waterman	Hazel Wilson
	Dr. A. C. 'Tony' Ubalde, Jr.	
Winters Joint Unified School District (2) TA 2 & 3	TA 2 Robert Warren	TA 3 Michael Olivas
San Joaquin Delta Comm. College (3) TA 3*, 4, & 7*	TA 3 Janet Rivera	TA 4 Taj M. Khan
	TA 7 Lisa Turner	
Solano Comm. College (4) TA 1, 2, 4, & 6	TA 1 Pam Keith	TA 2 A. Marie Young
	TA 4 Denis Honeychurch	TA 6 Sarah E. Chapman
Solano County Board of ED (3) TA 3, 4, 5, 6 & 7	TA 3 Dana Dean	TA 4 Mayrene Bates
	TA 5 Vacant***	TA 6 Douglas Ford
	TA 7 Vacant***	
Yolo County Board of ED (2) TA 2 & 5	TA 2 William Owens	TA 5 Nancy F. Lea

*Represents Trustee Areas outside of Solano County but the jurisdiction is voted on at-large (by the entire jurisdiction).

** This is the first election for Fairfield-Suisun Unified School District that trustee areas are used.

*** Is elected for a short term.

Bolded are TA area within Solano County.

Incompatibility Of Offices

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

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

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

The State of California Attorney General's Office has issued many opinions of particular compatibility questions. Here are six examples of incompatible offices:

1. The offices of city councilman and school district board member where the city and the school district have territory in common.
2. Fire chief of a county fire protection district and member of the board of supervisors of the same county.
3. High school district trustee 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.
5. Water district director and a school district trustee having territory in common.
6. Deputy Sheriff and county supervisor.

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

ELIGIBILITY REQUIREMENTS FOR PUBLIC OFFICES

General Requirements

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

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

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

County or District Offices in General

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

Prohibitions

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

School District Governing Board Member

Any person who is 18 years of age or older, a citizen of the state, a resident of the school district, a registered voter, and who is not disqualified by the Constitution of laws of the state from holding a civil office, is eligible to be elected or appointed a member of a governing board of a school district. [Education Code § 35107(a)]

A person may not be an employee of the school district and a governing board member at the same time. [Education Code § 35107(b)]

SCHOOL DISTRICTS UP FOR ELECTION

Benicia Unified School District Board members must reside within the school district and are elected at large.

Davis Joint Unified School District Governing Board members must reside within the school district and are elected at large.

Fairfield-Suisun Unified School District Board members must be registered voters residing within the trustee area and are elected by trustee area.

River Delta Unified School District Board of Trustees must be registered voters residing within the trustee area of the district boundaries and are elected at large.

San Joaquin Delta Community College Board of Trustees must be registered voters residing within the trustee area of the district boundaries and are elected at large.

Solano County Board of Education Board members must be registered voters and reside within the trustee area boundaries.

Solano Community College Board members must be registered voters residing within the trustee area and are elected by trustee area.

Vacaville Unified School District Board members must reside within the school district and are elected at large.

Vallejo City Unified School District Board members must reside within the school district and are elected at large.

Winters Joint Unified School District Governing Board Members must reside within the district boundaries and are elected at large.

Yolo County Board of Education Board Members must be registered voters residing within the trustee area and are elected by trustee area.

CITY OFFICES UP FOR ELECTION

Candidates for any City Office will need to contact the City Clerk to obtain nomination information and documents. Candidates need to be a registered voter in the city for which they are seeking office for and are voted at large by the registered voters of that city.

Cities with local offices on the ballot for November 4, 2014		
City of Benicia	City of Fairfield	City of Suisun
City of Dixon	City of Rio Vista	City of Vacaville

DECLARATION OF CANDIDACY

FOR SCHOOLS AND SPECIAL DISTRICTS

The period for completing the nomination process and filing the Declaration of Candidacy is from 8:00 a.m., July 14, 2014, to 5:00 p.m. on Friday, August 8, 2014. The Declaration of Candidacy must be filed with the Solano County Registrar of Voters no later than 5:00 p.m. on August 8, 2014.

Candidates must meet the qualifications for the office. They must complete the Declaration of Candidacy and file with the office of the Solano County Registrar of Voters. Candidates for non-partisan offices may pay for a Candidate's Statement of Qualifications in the county sample ballot pamphlet. Additionally, they may choose to complete the Fair Campaign Pledge, which is provided by the Fair Political Practices Commission (included in packet).

It is preferred that the Declaration of Candidacy is completed in person by the candidate during regular office hours. However, if the candidate chooses to designate a person to receive a Declaration of Candidacy form for them, they may do so. However, they must send a dated, written statement, indicating that the candidate has authorized that individual to pick up the form and that the candidate is aware that the Declaration of Candidacy must be properly executed, including notarization, and delivered to the office of the Solano County Registrar of Voters by the close of the filing period (5:00 p.m., August 8, 2014). This statement is kept on file in the office of the Solano County Registrar of Voters. [Elections Code § 8028]

Extension Period To File Declaration Of Candidacy ***(For persons other than the incumbent)***

If an incumbent fails to return his Declaration of Candidacy by the last day prescribed for the close of the nomination period (5:00 p.m., August 8, 2014), the nomination period will be extended for five (5) days (until 5:00 p.m. August 13, 2014). During this extended period, persons other than the incumbent may file Declaration of Candidacy papers for that office. The extension period does not apply to those offices for which there is no incumbent or where there is a vacancy.

WRITE – IN PERIOD FOR NONPARTISAN OFFICE

This is the period when all candidates who would like to be on the ballot as a write-in candidate may fill out and leave their statements of write-in candidacy and nomination papers with the county elections official. The write-in period for the November 4, 2014 General Election is between September 8, 2014 and October 21, 2014. If applicable, each candidate must circulate nomination papers for signatures within the jurisdiction between these dates and leave them for examination with the county elections official of the county in which the signers reside.

There is no party affiliation requirement for signers of write-in nomination petitions in the general election.

A person may not file as a write-in candidate at the general election for a voter-nominated office. [Elections Code § 8606]

Candidates must file their forms for write-in candidacy with the elections department in order to be a qualified write-in candidate. They will need to fill out and submit the following documents:

1. A statement of write-in candidacy including:
 - Candidate's name
 - Residence address
 - Declaration stating that he or she is a write-in candidate
 - Title of the office for which he or she is running
 - Date of election

2. The required number of signatures for the office on the nomination papers (if applicable).

Signers of nomination papers for a write-in candidate must be voters in the district or political subdivisions in which the candidate is to be voted on. There will be no fee or charge for write-in candidates.

[Elections Code §§ 8600-8604, 15342]

Write-in candidates are required to meet the same statutory and constitutional requirements as all others on the ballot.

[Elections Code § 8600]

Disclosure Requirements

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

[Government Code § 82007, Elections Code § 305]

If you participated in the primary election as a qualified write-in candidate and your name was written on a ballot for an office at the Statewide Direct Primary Election held on June 3, 2014, then you may not participate as a qualified write-in candidate for that office at the general election held in November, unless one of the following is applicable:

- a) At the Statewide Direct Primary Election, he or she received, for a partisan office, votes equal in number to 1 percent of all votes cast for that office at the last preceding general election at which the office was filled. In the case of an office that has not appeared on the ballot since its creation, the requisite number of votes shall equal 1 percent of the number of all votes cast for the office that had the least number of votes in the most recent general election in the jurisdiction in which the write-in candidate is seeking office.
- b) At the Statewide Direct Primary Election, he or she received, for a voter-nominated office, the highest number of votes cast for that office or the second highest number of votes cast for that office, except as provided by subdivision (b) of Section 8142 or Section 8807 of the Elections Code

[Elections Code § 8605]

Tally of write-in votes

Write-in votes will be counted and certified only for qualified write-in candidates who file the required forms with the Registrar of Voters no later than **14** days prior to Election Day (October 21, 2014). Any name written upon a ballot for a qualified write-in candidate, including a reasonable facsimile of the spelling of the name, shall be counted for the office, if it is written in the blank space provided and voted as specified. The write-in space will appear on the ballot directly below the list of candidates for that office. Use a pen to write-in the name of the candidate and mark the oval next to the write-in candidate's name. No write-in vote will be counted unless the voting space next to the write-in space is marked as directed by the voting instructions.

[Elections Code § 15342(a)]

NOTE: The Registrar of Voters will provide polling places with a list of the qualified write-in candidates.

BALLOT DESIGNATION

The ballot designation is the word, or group of not more than three (3) words, which will appear on the ballot under the candidate's name, designating the current principal profession, vocation, or occupation of the candidate.

Multiple designations are **usually** acceptable, provided that the three-word limitation is met.

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, 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 the vote of the people, or to which he or she was appointed, in the case of a superior, municipal, or justice court judge.
 - (2) The word “**incumbent**” if the candidate is a candidate for the same office which he or she holds at the time of filing the nomination documents, and was elected to that office by a vote of the people, or, in the case of a superior, municipal, or justice court judge, was appointed to that office.
 - (3) No more than three words designating either the current principal professions, vocations, or occupations of the candidate, or the principal professions, vocations, or occupations of the candidate during the calendar year immediately preceding the filing of nomination documents. For purposes of this section, all California geographical names shall be considered to be one word.
 - (4) The phrase “**appointed incumbent**” if the candidate holds an office other than a judicial office by virtue of appointment, and the candidate is a candidate for election to the same office, or, if the candidate is a candidate for election to the same office or to some other office, the word “**appointed**” and the title of the office. In either instance, the candidate may not use the unmodified word “**incumbent**” or any word 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 §5326 and §5328 of the Education Code or §7228, §7423, §7673, §10229 or §10515 of the Elections Code.

- (b) Neither the Secretary of State nor any other election official shall accept a designation of which any of the following would be true:
- (1) It would mislead the voter.
 - (2) It would suggest an evaluation of a candidate, such as outstanding, leading, expert, virtuous, or eminent.
 - (3) It abbreviates the word “**retired**” or places it following any word or words which it modifies.
 - (4) It uses a word or prefix, such as “**former**” or “**ex-**,” which means a prior status. The only exception is the use of the word “retired.”
 - (5) It uses the name of any political party, whether or not it has qualified for the ballot.
 - (6) It uses a word or words referring to a racial, religious, or ethnic group.
 - (7) It refers to any activity prohibited by law.
- (c) If, upon checking the nomination documents, the election official finds the designation to be in violation of any of the restrictions set forth in this section, the election official shall notify the candidate by registered or certified mail return receipt requested, addressed to the mailing address appearing on the candidate’s nomination documents.
- (1) The candidate shall, within three days from the date of receipt of the notice, appear before the election officer or, in the case of the Secretary of State, notify the Secretary of State by telephone, and provide an alternate designation.
 - (2) In the event the candidate fails to provide an alternate designation, no designation shall appear after the candidate’s name.
- (d) No designation given by a candidate shall be changed by the candidate after the final date for filing nomination documents, except as specifically requested by the elections official as specified in subdivision (c) or as provided in subdivision (e).
- (e) The designation shall remain the same for all purposes of both primary and general elections, unless the candidate, at least 98 days prior to the general election, requests in writing a different designation which the candidate is entitled to use at the time of the request.
- (f) In all cases, words so used shall be printed in 8-point roman uppercase and lowercase type except that, if the designation selected is so long that it would conflict with the space requirements of Elections Code §13207 and §13211, the elections official shall use a type size for the designation for each candidate for that office sufficiently smaller to meet these requirements. 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]

Guidelines

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

Acceptable Designations

1. A principal profession, vocation, or occupation is the primary job or work one does which is the means of livelihood or production of income, as opposed to a hobby or avocation. Some persons may work at more than one profession, vocation, or occupation. Exceptions may apply for persons retired or unemployed by choice or by circumstance. No designation, which connotes a status, is acceptable.
2. A candidate may use either his or her current principal profession, vocation, occupation, regardless of the amount of time in which the candidate has engaged in such or, in the alternative, any principal profession, vocation or occupation in which the candidate was engaged over the course of the previous calendar year even though it may no longer be one in which the candidate is currently engaged. In choosing between the alternatives, the candidate must ask himself or herself: "What is my primary job right now?" and "What was my primary job last year?" Either job, if otherwise proper, based on the statutory criteria, may be used as a ballot designation. For purposes of this section, the "calendar year immediately preceding the filing of nomination documents" is defined as that year beginning January 1 immediately preceding the year in which nomination documents for the office are allowed to be filed.

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

The word "**retired**" may be allowed, but it must precede the word(s), which it modifies and may not be abbreviated. "**Retired Policeman**" is acceptable, but "**Policeman, Retired**" is not. Retired is defined as having given up one's work, business, career, etc. especially because of advanced age. Generally, a retired status **may** be allowed if the candidate can demonstrate retirement.

The following are examples of evidence supporting retired status:

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

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

Unacceptable Designations

A political party central committee designation is not a principal profession, vocation, or occupation as prescribed in this statute, nor is it an elective county or state office.

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

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

Certain requested designations may connote a status, which also suggest an evaluation; for example, “**Patriot**” or “**Presidential Appointee**.” These are unacceptable designations.

Examples of unacceptable status claims include “**taxpayer**,” “**citizen**,” “**patriot**,” and “**renter**.”

Use of “Community Volunteer”

The phrase “Community Volunteer” shall constitute a valid principal vocation or occupation subject to the following conditions:

1. A candidate’s community volunteer activities constitute his or her principal profession, vocation or occupation.
2. A candidate is not engaged concurrently in another principal profession, vocation or occupation.
3. A candidate may not use the designation of “community volunteer” in combination with any other principal profession, vocation or occupation designation.

The Secretary of State shall by regulation define what constitutes a community volunteer. [Elections Code §13107.5]

Change of Ballot Designation

No ballot designation given by a candidate may be changed after the final date for filing nomination documents, except as specifically requested by the Registrar of Voters because the designation requested is not acceptable under Elections Code §13107(c).

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

[Elections Code 13107 (d)(e)]

PLACEMENT OF NAMES ON THE BALLOT

The order in which candidates' names shall be placed on the ballot is specified in Elections Codes §13111 and §13112. Elections Code §13109 specifies the order of precedence of offices on the ballot.

Random Alphabet Drawing

At 11:00 a.m. on the 82nd day before the election (August 14, 2010), the Secretary of State's office pulls each letter of the alphabet at random according to the procedure specified in Elections Code §13112 and compiles a randomized alphabet. The Registrar of Voters conducts its own random alphabet drawing to determine the order of candidates on ballot for multi-county state legislative districts. The randomized alphabet is used in the same manner as the conventional alphabet in determining the order of all candidates' names in all elections. It is used statewide for the placement of names on the ballot, except as otherwise specified.

Rotation of Names on the Ballot

Candidates for Statewide Offices

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

Candidates for Congress

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

Candidates for Countywide Offices

Candidates for countywide offices are placed on the ballot in random order and rotated by Supervisorial Districts within the county.

Candidates for State Senate and Member of the Assembly in Districts that Cross County Lines

Candidates are placed on the ballot in a random order drawn by the Registrar of Voters Office within each county.

Candidates running for other offices

Candidates are placed on the ballot in the Secretary of State's random order and are not rotated.

CANDIDATE STATEMENT GUIDELINES

The statement contains the candidate's name and a description of his or her education and qualifications. The age and occupation of the candidate is optional. The occupation is not limited to three words and may be more descriptive than the ballot designation. **The text of the statement shall not exceed 200 words for local candidates and 250 words for state candidates.** Word count standards shall be pursuant to Elections Code Section 9.

Under the provision of Proposition 34 adopted by the voters in November of 2000, all candidates for state legislative office who agree to abide by voluntary spending limits are afforded the opportunity to purchase space in the county ballot pamphlet.

Candidate's statement may make no reference to another candidate. Candidate's statement submitted shall be limited to a recitation of the candidate's own personal background and qualifications, and shall not in any way make reference to other candidates for that office or to another candidate's qualifications, character, or activities. No statement shall contain any demonstrably false, slanderous or libelous statements or any obscene or profane language.

The elections official shall not cause to be printed or circulated any statement that the elections official determines is not so limited or that includes any reference prohibited by this section. [Elections Code §13308]

All statements must be submitted via **CD, email or USB/flash drive**. If you must submit the statement in hard copy form, there will be a separate \$25.00 charge for retyping. In the case of a multi-county jurisdiction, statements must be formatted pursuant to the guidelines provided by each county in which the candidate wishes to submit a statement, as well as pay a separate fee as determined by each county. Statements not submitted in the appropriate format will be reformatted by the Registrar of Voters office. The Registrar of Voters office bears no responsibility for the correct typesetting of statements that must be reformatted.

Candidates filing statements in Solano County may request translations of his or her statement into Spanish, Chinese and/or Tagalog each for an additional cost.

Filing Information

Candidates for city offices file all documents, including the candidate's statement, with the appropriate City Clerk.

Candidates' statements shall be filed in the office of the election official of each county when the candidate's nomination papers are returned for filing, which is not later than 5:00 p.m. on the 88th day prior to the election, or in the event that the nomination period has been extended, until 5:00 p.m. on the 83rd day prior to the election. Candidates' statements are confidential until the expiration of the period for filing such statements. Statements may be withdrawn, but not changed, until 5:00 p.m. of the next working day after the 88th or 83rd day prior to the election, whichever is applicable. ***Statements may not be changed after filing.***

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

Counties do require candidates to deposit the estimated cost of printing the statement at the time of filing the statement. 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 statement will be printed in languages required by the Voting Rights Act as well as those languages, if any, required by the counties within the jurisdiction. If additional languages are not required, a candidate may request additional language translations of his or her statement at an additional cost per language.

Preparation and Format of Candidate's Statement of Qualification

Nonpartisan candidates may file a statement of qualifications not to exceed 200 words. Candidates for State Senate and State Assembly who have adopted and have not exceeded the voluntary expenditure limits pursuant to Proposition 34 are eligible to file a statement not to exceed 250 words. Candidate statements will be printed in block format in the sample ballot. In order to ensure uniformity, please use the following guidelines when preparing your candidate's statement.

- Statement must be typed in **block** format, and submitted to our office on a CD, by e-mail or on a USB/flash drive. This saves us valuable time. If you must, a typed statement may be submitted, however; there will be a charge of \$25.00 for us to retype it to properly prepare it for the printer.



- Use upper and lower case letters as shown on the sample candidate statement of this book. Typeface of statement must be of uniform size and darkness.
- **Do not use** --- bullets, *** stars, tables, lists, or other material requiring indentation. Words, which are underlined, **boldfaced type**, ALL CAPITAL LETTERS, or *italics*, are prohibited.
- Statements shall be written in the **first person** (i.e. “I am running...” not “She is running...” or “Jane Doe is running...”) and shall be limited to a recitation of the candidate’s own personal background and qualifications. Each statement shall be accompanied by a declaration executed under penalty of perjury declaring that the information contained therein is true and correct.
- 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 or any obscene or profane language.

Statements not conforming to these guidelines will be reformatted and set in uniform type by the Registrar of Voters. The Registrar of Voters bears no responsibility for the correct typesetting of statements which must be reformatted.

NO EDITING OF COPY BY THE REGISTRAR OF VOTERS OFFICE

The Registrar’s office does not edit the material, and candidates should **not** expect errors in spelling, punctuation, or grammar to be corrected. Since the statement cannot be changed after it is submitted, it is especially important for candidates to take the time to prepare and proofread their statements carefully. If the word count exceeds the stated limit, candidates will be requested to omit, NOT CHANGE, words from the submitted statement to keep the count within the maximum allowable number of words.

Withdrawal of statement

The statement may be withdrawn, but not changed, during the period for filing nomination documents and until 5:00 p.m. of the next working day after the close of the nomination period. Any request for withdrawal of a candidate statement must be submitted in writing and signed by the candidate.

COST OF CANDIDATE STATEMENTS
FOR OFFICES THAT PARTICIPATED IN THE JUNE PRIMARY

Candidate statement costs are based on translating, typesetting, printing and distribution. Payment is required at the time the statement is filed.

The candidate statement cost is an approximation of the actual cost that varies from one election to another election and may be significantly more or less than the estimate, depending on the actual number of candidates filing statements. Accordingly, the Solano County Registrar of Voters may, on a pro rata basis, bill the candidate for additional actual expense or refund any excess paid depending on the final actual cost. §13307(c).

Jurisdiction	District	English	Spanish*	Chinese*	Tagalog*
U. S. Representative	3	\$ 916.35	\$ 955.35	\$ 1,005.35	\$ 1,005.35
U. S. Representative	5	\$ 618.27	\$ 657.27	\$ 707.27	\$ 707.27
State Offices		\$ 1,304.87	\$ 1,343.87	\$ 1,393.87	\$ 1,393.87
Board of Equalization	2	\$ 458.99	\$ 497.99	\$ 547.99	\$ 547.99
State Assembly	4	\$ 315.18	\$ 354.18	\$ 404.18	\$ 404.18
State Assembly	11	\$ 830.88	\$ 869.88	\$ 919.88	\$ 919.88
State Assembly	14	\$ 618.31	\$ 657.31	\$ 707.31	\$ 707.31
County Supervisor	3	\$ 428.80	\$ 467.80	\$ 517.80	\$ 517.80

CANDIDATE STATEMENT COSTS FOR CITY OFFICES

Candidates for city offices file all documents, including the candidate's statement, with the appropriate City Clerk.

CITY	ENGLISH	SPANISH*	CHINESE*	TAGALOG*
Benicia	\$ 321.57	\$ 360.57	\$ 410.57	\$ 410.57
Dixon	\$ 276.99	\$ 315.99	\$ 365.99	\$ 365.99
Fairfield	\$ 488.46	\$ 527.46	\$ 577.46	\$ 577.46
Rio Vista	\$ 255.62	\$ 294.62	\$ 344.62	\$ 344.62
Suisun City	\$ 300.16	\$ 339.16	\$ 389.16	\$ 389.16
Vacaville	\$ 464.99	\$ 503.99	\$ 553.99	\$ 553.99

CANDIDATE STATEMENT COST FOR SCHOOLS

Jurisdiction	Trustee Area	English	Spanish*	Chinese*	Tagalog*
Benicia Unified School District		\$ 321.79	\$ 360.79	\$ 410.79	\$ 410.79
Davis Joint USD		\$ 229.93	\$ 268.93	\$ 318.93	\$ 318.93
Fairfield-Suisun USD	4	\$ 259.11	\$ 298.11	\$ 348.11	\$ 348.11
Fairfield-Suisun USD	5	\$ 266.98	\$ 305.98	\$ 355.98	\$ 355.98
Fairfield-Suisun USD	7	\$ 281.56	\$ 320.56	\$ 370.56	\$ 370.56
River Delta USD	1	\$ 257.03	\$ 296.03	\$ 346.03	\$ 346.03
Vacaville USD		\$ 447.17	\$ 486.17	\$ 536.17	\$ 536.17
Vallejo USD		\$ 526.28	\$ 565.28	\$ 615.28	\$ 615.28
Winters Joint USD	2,3	\$ 232.97	\$ 271.97	\$ 321.97	\$ 321.97
Solano County Board of Ed.	3	\$ 390.57	\$ 429.27	\$ 479.27	\$ 479.27
Solano County Board of Ed.	4	\$ 358.55	\$ 397.55	\$ 447.55	\$ 447.55
Solano County Board of Ed.	5	\$ 371.84	\$ 410.84	\$ 460.84	\$ 460.84
Solano County Board of Ed.	6	\$ 386.92	\$ 425.92	\$ 475.92	\$ 475.92
Solano County Board of Ed.	7	\$ 373.88	\$ 412.88	\$ 462.88	\$ 462.88
Yolo County Board of Ed.	2	\$ 230.41	\$ 269.41	\$ 319.41	\$ 319.41
Yolo County Board of Ed.	5	\$ 232.49	\$ 271.49	\$ 321.49	\$ 321.49
San Joaquin Delta Community College	4	\$ 257.01	\$ 296.01	\$ 346.01	\$ 346.01
Solano Community College	1	\$ 363.83	\$ 402.83	\$ 452.83	\$ 452.83
Solano Community College	2	\$ 375.66	\$ 414.66	\$ 464.66	\$ 464.66
Solano Community College	4	\$ 400.53	\$ 439.53	\$ 489.53	\$ 489.53
Solano Community College	6	\$ 366.13	\$ 405.13	\$ 455.13	\$ 455.13

Amended 7/11/2014. ROV

Indigent Candidates

If a candidate claims to be indigent and unable to pay for the candidate statement in advance, he or she must submit proof of indigence to the elections official at the time that the statement is filed. Proof includes a statement of financial worth and the candidate's most recent Federal income tax returns. The statement of financial worth includes candidate's employer, income, real estate holdings, tangible personal property, and financial obligations. The candidate must certify the statement as true and correct under penalty of perjury, under the laws of the State of California.

If the elections official determines that the candidate is indigent, his or her statement will be printed and mailed without advance payment. If the Registrar of Voters determines that the candidate is not indigent, he or she must pay the required fee or withdraw the statement within three days of notification. The Registrar of Voters is not obligated to print and mail the statement if payment is not received. As with all other nomination documents, the statement of financial worth and accompanying documents are a public record.

THIS INDIGENCE PROVISION DOES NOT WAIVE THE PAYMENT OF A CANDIDATE STATEMENT FEE. IT ONLY DELAYS PAYMENT OF THE FEE UNTIL AFTER THE ELECTION. THE TOTAL FEE IS DUE AND PAYABLE UPON RECEIPT OF THE BILL.

THE PRINTED CANDIDATE'S STATEMENT

Below is an example of a formatted Candidate's Statement of Qualifications, as it would appear in the Voter's Information Pamphlet. This example is set in Block Format.

<p>STATEMENT OF CANDIDATE FOR MEMBER OF CITY COUNCIL City of Candidate</p>	
DAVID HOWELL	AGE: 42
Occupation: Attorney	
<p>Education and Qualifications: My credentials include: Graduate of local high schools; UCLA graduate with a B.S. and MBA; US Air Force sergeant.</p> <p>I can bring to the office a diversity of viewpoints and experience. Born and raised in Solano County, with my family still small business owners, I can appreciate the concerns of the city. Having been in business since my undergraduate days at UCLA, and with my experience in the rental and real estate fields, I appreciate the practical housing requirements of our community.</p> <p>I support a shopping area center in the city and would insist on a plan to encourage the commercial enterprises which complement our shopping needs. Our Council should actively consider subsidized housing for senior citizens and perhaps others.</p> <p>If elected to this office, I will do my best to continue to serve as a leader and role model for our community and children. www.dhowellforcity.net</p>	

Viewing Opportunity

Candidate statements are available for viewing after the deadline for filing has passed. There is a 10-calendar day public examination period when the documents may be reviewed. During this 10-calendar day review period, any voter of the affected jurisdiction may take legal action in Superior Court to challenge the contents of the statement. [Elections Code §13313]

Candidates may review their statements for omissions or typographical errors made by this office, the certified translators, and/or the printers. If the candidate believes there is a translation error, the translated statement will be sent back to the certified translators for review and a **final determination**. During the viewing period, candidates are not allowed to change any errors or formatting **they** may have made when preparing their statement. Before printing, candidates will be required to approve the proof copy prepared by the printer.

HOW TO COUNT WORDS

(Pursuant to Elections Code Section 9)

This section shall not apply to counting words for ballot designations.

Each word is counted as one word except:

- The **title** and **signatures** are not counted, only the text is counted.
- **Punctuation** does not count. Free
- ♦ **Dictionary words**
The words "I", "a", "the", "and", etc. are counted as individual words. One
- ♦ **Abbreviations/Acronyms**
Examples are: *PTA, U.S.M.C.* One
- ♦ **Geographical names**
Examples are: *Rio Vista, Solano County* One
- ♦ **Numbers/Numerical combinations:**
Digits (1, 10, or 100, etc.) One
Spelled out (one, ten, or one hundred) One for each
50%, 1/2, etc. One
- ♦ **Numbers or letter used to identify a portion of text**
Examples are: *(1) or (a)* One
- ♦ **Dates:**
All digits (01/01/00) One
Words and digits (January 1, 2000) Two
- ♦ **Characters used in place of a word or number**
Examples are: & or # One
- ♦ **Hyphenated words:**
Hyphenated words that appear in any generally available dictionary shall be considered as one word. Each part of all other hyphenated words shall be counted as separate words
Mother-in-law One
One-half Two
- ♦ **Internet web site addresses & telephone numbers** One

NOTE: These guidelines are for computing the word count. The Registrar of Voters will make final determination.

CAMPAIGN FINANCE & DISCLOSURE

THIS SECTION IS NOT COMPREHENSIVE AND DOES NOT DETAIL ALL FILING REQUIREMENTS AND OBLIGATIONS. FOR CURRENT COMPREHENSIVE INFORMATION, CONSULT THE APPROPRIATE FPPC MANUAL OR CONTACT THE FPPC DIRECTLY.

Background:

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

All candidates for state or local offices and all committees supporting or opposing state or local candidates or ballot measures are subject to the campaign disclosure requirements of the California Political Reform Act of 1974. [Government Code §81000 *et seq.*]

The FPPC Information Manual and the FPPC forms are available online at the FPPC's website (www.fppc.ca.gov) and at the office of the Solano County Registrar of Voters. A candidate should obtain a manual as early as possible into his/her campaign and make certain that the candidate, the committee treasurer, and other personnel involved in the financial side of the campaign are fully aware of their responsibilities under the law. [Government Code §§ 81010, 83113]

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

All statements filed are a matter of public record. They may be inspected at the office of the Solano County Registrar of Voters by anyone and copies may be purchased at ten cents (\$0.10) per page. There may be a \$5.00 retrieval fee for documents 5 years or older. [Government Code § 81008]

A \$10 per day late filing penalty may be assessed for a statement filed after the prescribed deadline. The **First Pre-Election** statement, which can be personally delivered or mailed by first-class is considered filed on the date of the postmark. Certified mail is recommended but not required. The **Second Pre-Election Statement** must be sent by guaranteed overnight mail or delivered by the candidate or committee. [Government Code § 91013]

Violations of the campaign disclosure law may result in criminal prosecution by the State Attorney General or the County District Attorney; or civil action by the FPPC, the District Attorney, or a private citizen. [Government Code § 91000]

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

In addition, if you receive contributions from others totaling \$1,000 or more for your campaign, a Statement of Organization Form 410 must be filed with the Secretary of State (and a copy to the local filing officer) within 10 days of receiving \$1,000 in contributions. During the campaign, you will have to file at least four campaign disclosure statements. [Government Code §84102]

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

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

A candidate must establish separate committees for each campaign account for which \$1,000 or more has been received. A Statement of Organization (Form 410) must be filed with the Secretary of State and a copy to the local filing officer for each committee.

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

General Information

Who must file?

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



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

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

Filing Obligations

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

Failure to file appropriate statements and reports in compliance with the Act can result in substantial criminal, civil, and administrative penalties. In addition, failure to file within the prescribed deadlines can lead to late filing penalties of \$10 for each day the statement is late. The law does not allow for extensions of the due dates for the filing of campaign statements. If you file your statement late, you must also submit a written statement explaining why it was late in order to request a waiver of your fine. However, after the filing officer has sent you a specific, written notice regarding your failure to file and if you do not file within ten days of receipt of the notice, the law precludes the filing officer from waiving any fine.

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

Use of Surplus Funds

Campaign funds held by a candidate or officeholder become “surplus” on the closing date for the post-election filing period if defeated in an election, or the date of leaving office, whichever occurs last, unless the funds have been re-designated for a future election prior to that date. **Surplus funds may be spent only in the following manner:**

- Payment of outstanding campaign debts;
- Refunding to contributors on a pro-rata basis;
- Donations to a bona fide charitable, educational, civic, religious, or similar tax-exempt, nonprofit organization, provided no substantial part of the proceeds will have a material financial effect on the candidate, on any

member of the candidate's immediate family (spouse and children under age 18 who are claimed as deductions for tax purposes), or the campaign treasurer;

- Contributions to a political party or committee, as long as the funds are not used to make contributions in support of or opposition to a candidate for elective office. (The funds must be used for the party or committee's overhead expenses.)
- Contributions to support or oppose any candidate for federal office, any candidate for elective office in a state other than California, or any ballot measure; or
- Payment for professional services or attorneys' fees for litigation which arises out of campaign or election activities. [Government Code § 89519]

Termination

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

***QUESTIONS REGARDING FILING OBLIGATIONS
SHOULD BE ADDRESSED TO THE FAIR POLITICAL
PRACTICES COMMISSION (FPPC) TOLL-FREE ADVICE
LINE: 1-866-ASK-FPPC (1-866-275-3772)***

Campaign Disclosures for FEDERAL CANDIDATES

Provisions of the Political Reform Act do not apply to elections for federal offices, including U.S. Senate and U.S. Representative in Congress. Candidates for federal offices and committees that participate in federal campaigns are subject to federal disclosure requirements. Assistance for federal candidates and committees may be obtained from the:

**Federal Election Commission
999 E Street, N.W.
Washington, D.C. 20463
800-424-9530**

SUMMARY OF FORMS

FORM 501: Candidate Intention. Any candidate for state or local offices in California must file this form with the elections official before soliciting or receiving campaign contributions (including loans and use of personal funds).

FORM 410: Statement of Organization. Individuals or groups organizing a committee must file a Form 410 with the Secretary of State and a copy with the Registrar of Voters within 10 Days of receiving \$1,000.00.

FORM 410: Statement of Organization. (AMENDMENT) An amendment of the Statement of Organization must be filed with the Secretary of State and local filing officer within 10 days from the date of any change to the information contained on the Form 410.

FORM 460: Recipient Committee Campaign Statement. It is for use by **ALL** recipient committees, including Candidates, Officeholders, and their Controlled Committees. An amendment box is provided to identify amended filings.

FORM 470: Candidate and Officeholder Campaign Statement - Short Form. Candidates and officeholders who spend less than \$1000 for the calendar year file the Form 470. If the Form 470 is filed with the Declaration of Candidacy, or before the first pre-election filing deadline, no additional campaign statement needs to be filed in connection with the election so long as total receipts and expenditures remain less than \$1000.

FORM 470 (SUPPLEMENT): Supplemental Candidate and Officeholder Campaign Statement. An officeholder/candidate who has filed Form 470 in connection with an election and subsequently receives contributions, loans, and the candidate's personal funds totaling \$1,000 or more or makes expenditures totaling \$1,000 or more prior to the election, is required to file a 470 Supplement. The supplement must be sent within 48-hours of receiving contributions totaling \$1,000 or more, or making expenditures of \$1,000 or more. The original 470 Supplement shall be sent to the Secretary of State; a copy to the local filing officer; and a copy to each candidate contending for the same office. The notification must include the name and address of the candidate, the elective office, and the date of election for which the Form 470 was filed and the date contributions or expenditures totaling \$1,000 or more were received or made. Once a Supplemental Form 470 Supplement is filed, the candidate or officeholder will be required to file a Form 460.

FORM 496: 24-hour Independent Expenditure Report. A late independent expenditure is an expenditure made in connection with a communication (a billboard, advertisement, mailing) the advocates the nomination, election or defeat of a candidate. An independent expenditure is a payment that is not made to the candidate or committee. Independent expenditures that cumulatively total \$1000.00 or more to support or oppose a single candidate or a ballot measure must be reported as late independent expenditures.

FORM 497 24-hour Contribution Report: This form is used for

- State and local committees making or receiving contributions(s) that total in the aggregate \$1000 or more in the 90 days before an election;
- Committees reporting contributions of \$5000 or more in connection with a state ballot measures;
- State candidates and state ballot measure committees that receive \$5000. Or more at any time other than a 90-day election cycle.

Candidates for city offices must file their campaign disclosure statements with the appropriate City Clerk.

ADDRESS OF FILING LOCATIONS

Solano County Registrar of Voters

Government Center Building
675 Texas Street, Suite 2600
Fairfield, CA 94533-9937
707-784-6675
Toll Free 1-888-933-VOTE
FAX: 707-784-6678

Secretary of State

Political Reform Division
1500 11th St., 4th Floor, Room 495
P.O. Box 1467
Sacramento, CA 95814
916-653-6224

Fair Political Practices Commission (FPPC)

428 J Street, Suite 620
Sacramento CA 95814
General Contact Line: 916-322-5660
Advice Line: 1 -866-ASK-FPPC (1-866-275-3772)
Internet: www.fppc.ca.gov

*Telephone advice is available Monday through Thursday
from 9:00 a.m. to 11:30 a.m.*

**QUESTIONS REGARDING FILING OBLIGATIONS
SHOULD BE ADDRESSED TO THE FAIR POLITICAL
PRACTICES COMMISSION (FPPC) TOLL-FREE ADVICE
LINE: 1 -866-ASK-FPPC (1-866-275-3772)**



**Fair Political Practices Commission
Filing Schedule for
Candidates and Controlled Committees for Local Office
Being Voted on November 4, 2014**

Deadline	Period	Form	Notes
Jul 31, 2014 <i>Semi-Annual</i>	thru – 6/30/14	460	<ul style="list-style-type: none"> All committees must file Form 460.
Within 24 Hours <i>Contribution Reports</i>	8/6/14 – 11/3/14	497	<ul style="list-style-type: none"> File if a contribution of \$1,000 or more in the aggregate is received from a single source. File if a contribution of \$1,000 or more is made in the aggregate to <i>another</i> candidate or measure being voted upon November 4, 2014, or to a political party committee. The recipient of a non-monetary contribution of \$1,000 or more must file a Form 497 report within 48 hours from the time the contribution is received. File personal delivery, guaranteed overnight service, fax or online.
Oct 6, 2014 <i>Pre-Election</i>	7/1/14 – 9/30/14	460 470	<ul style="list-style-type: none"> Each candidate listed on the ballot must file Form 460 or Form 470 (see below). The October 5 deadline falls on Sunday, so the deadline is extended to the next business day.
Oct 23, 2014 <i>Pre-Election</i>	10/1/14 – 10/18/14	460	<ul style="list-style-type: none"> All committees must file Form 460. File by personal delivery, guaranteed overnight service or online.
Feb 2, 2015 <i>Semi-Annual</i>	10/19/14 – 12/31/14	460	<ul style="list-style-type: none"> All committees must file unless the committee filed termination Forms 410 and 460 before December 31, 2014. The January 31, 2015, deadline falls on Saturday, so the deadline is extended to the next business day.

- **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.
- **Filing Deadlines:** Deadlines are extended when they fall on a Saturday, Sunday, or an official state holiday. This extension does not apply to 24-hour independent expenditure reports (Form 496) and the deadline for the 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. Statements filed after the deadline are subject to a \$10 per day late fine.
- **Method of Delivery:** All paper filings are filed by personal delivery or first class mail unless otherwise noted. A paper copy of a report is not required if a local agency requires online filing pursuant to a local ordinance.
- **Candidate - Form 460 or 470:** Use Form 470 if less than \$1,000 is raised/spent in calendar years 2013 or 2014. Use Form 460 if \$1,000 or more is raised/spent in 2014 and also file Form 410, Statement of Organization. Note: All candidates must file Form 501 before soliciting contributions.
- **County Central Committee Candidates:** A campaign statement is not required (even the Form 470) of an individual seeking election to a county central committee office as long as the candidate does not receive contributions of \$1,000 or more or make expenditures of \$1,000 or more.



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- **Form 470:** Candidates who do not have a committee and do not raise/spend \$1,000 in 2014 may file Form 470 on paper once a year on or before October 6, 2014. If, later during the calendar year, a campaign committee must be opened, a Form 470 Supplement must be filed.
- **Officeholders whose salaries are less than \$200/month and judges:** These officials who are not listed on the ballot are not required to file the semi-annual statements if no contributions were received or expenditures made during the period.
- **Candidates:** After an election, reporting requirements will depend on whether the candidate is successful and whether a campaign committee is open.
- **Local Ordinance:** Always check on whether additional local rules apply.
- **Public Documents:** All forms are public documents. Campaign manuals and instructional materials are available at www.fppc.ca.gov, click on the [Campaign](#) link.
- **Prohibition on Candidate/Officeholder Independent Expenditures:** A controlled committee may not make independent expenditures to support or oppose candidates and may not contribute to another committee for the purpose of making independent expenditures to support or oppose other candidates. However, a committee may make independent expenditures in connection with a ballot measure. Disclosure reports include:
 - **462:** A verification form must be emailed to the FPPC within 10 days of an independent expenditure of \$1,000 or more.
 - **465:** This form is due on applicable pre-election/semi-annual deadlines in connection with the ballot measure election.
 - **496:** This form is due within 24 hours when made in a 90-day period of the election. Refer to the ballot measure election filing schedule.



**Fair Political Practices Commission
Filing Schedule for
State Candidate Controlled Committees
Listed on the November 4, 2014 Ballot**

Deadline	Period	Form	Notes
Jul 31, 2014 <i>Semi-Annual</i>	5/18/14– 6/30/14	460	<ul style="list-style-type: none"> All committees must file this report.
Within 10 Business Days <i>\$5,000 Report</i>	6/4/14 – 8/5/14 and 11/5/14 – 12/31/14	497	<ul style="list-style-type: none"> File if a contribution of \$5,000 or more is received. E-File only – no paper copy. File any time other than the 90-day election cycle.
Within 24 Hours <i>Election Cycle Reports</i>	8/6/14– 11/4/14	497	<ul style="list-style-type: none"> E-File only – no paper copy. File if a contribution of \$1,000 or more in the aggregate is received from a single source. File if a contribution of \$1,000 or more is made in the aggregate in connection with a candidate or ballot measure being voted on the November 4 ballot or to a political party committee (see first note). The recipient of an in-kind contribution must file a contribution report within 48 hours from the time the in-kind or non-monetary contribution is received.
Oct 6, 2014 <i>Pre-Election</i>	7/1/14 – 9/30/14	460	<ul style="list-style-type: none"> All committees must file this report. The October 5 deadline falls on Sunday, so the deadline is extended to the next business day.
Oct 23, 2014 <i>Pre-Election</i>	10/1/14 – 10/18/14	460	<ul style="list-style-type: none"> All committees must file this report. Paper copies must be filed by personal delivery or guaranteed overnight service only.
Feb 2, 2015 <i>Semi-Annual</i>	10/19/14 – 12/31/14	460	<ul style="list-style-type: none"> All committees must file this report. The January 31, 2015, deadline falls on Saturday, so the deadline is extended to the next business day.

Additional Reports

Notes
<ul style="list-style-type: none"> E-Filers only: 497: State Measures. A contribution to a state primarily formed ballot measure committee of \$1,000 or more is due within 24 hours. A Form 497 is also required within 10 business days when contributions of \$5,000 or more are made to other committees for a state measure. Donor disclosure is required. (See notes.) Form 511: Committees that make payments of \$5,000 or more to an individual to appear in a ballot measure advertisement must file Form 511, as a paper report - E-Filers also file online. Form E-530: Committees that make a payment of \$50,000 or more for an issue advocacy advertisement must file Form E-530 <i>online only</i>, no paper copy required.



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- **Local Elections and Political Parties:** 24-hour independent expenditure or contribution reports (Forms 496 & 497) must be filed if independent expenditures or contributions totaling \$1,000 or more are made during the 90-day period prior to an election. Unlike state candidates/measures receiving contributions, the deadline closes November 3, 2013. Consult the filing schedule for the election.
- **E-Filer:** A state committee that has received contributions or made expenditures totaling \$25,000 or more since January 1, 2000.
- **Form 460:** All state committees must file paper reports. An E-Filer also files an online/electronic report.
- **Form 496/497:** All reports filed online only.
- **Period Covered:** The period covered by any statement begins on the day after the closing date of the last statement filed, or January 1, if no previous statement has been filed.
- **Paper Reports:** All paper filings are filed by personal delivery or first class mail unless otherwise noted.
- **Where to File:** State committees file reports with the Secretary of State. Only candidate controlled committees that are not E-Filers file paper copies with the election official at the candidate's county of domicile.
- **Filing Deadlines:** Deadlines are extended when they fall on a Saturday, Sunday, or an official state holiday. This extension does not apply to any 24-hour independent expenditure reports (Form 496) or to those 24-hour contribution reports (Form 497) that are due the weekend before the election. Such reports must be filed within 24 hours regardless of the day of the week. A \$10 per day late fine may be assessed on both the paper and electronic report resulting in a \$20/day fine.
- **Candidate Controlled Committees:** All committees controlled by a state candidate listed on the November ballot must file statements on the pre-election filing deadlines, in addition to the committee formed for this election.
- **Contribution Limits:** Refer to the contribution limit chart on the FPPC website.
- **Public Documents:** All forms are public documents. Campaign manuals and instructional materials are available at www.fppc.ca.gov, click on the [Campaign](#) link.
- **Independent Expenditures:** A candidate or officeholder controlled committee may not make independent expenditures to support or oppose candidates and may not contribute to another committee for the purpose of making independent expenditures to support or oppose other candidates. However, a committee may make independent expenditures in connection with a ballot measure. Disclosure reports include:
 - **462:** A verification form must be emailed to the FPPC within 10 days of an independent expenditure of \$1,000 or more.
 - **465:** This form is due on applicable pre-election/semi-annual deadlines in connection with the ballot measure election.
 - **496:** This form is due within 24 hours when made in a 90-day period of the election. Refer to the ballot measure election filing schedule.



CAMPAIGN LITERATURE

Mass Mailing

If you are planning any type of mass mailing, please contact the post office in advance for specific postal regulations.

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, in 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 Willie Lee to State Senate 2014, 345 Main Street, Fairfield, CA 94533

“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]

Government Code § 84305 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 the mailing in no less than 6-point type which shall be in a color or print which contrasts with the background so as to be easily legible. A post office box may be stated in lieu of a street address if the 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.
- (c) 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]



SIMULATED BALLOT REQUIREMENTS

Elections Code § 20009 provides as follows:

- (a) Every simulated ballot or simulated sample ballot shall bear on each surface or page thereof, in type or lettering at least half as large as the type 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 sample ballot prepared by the county elections official, or the Secretary of State. This is an unofficial, marked ballot prepared by **(Insert the name and address of the person or organization responsible for preparation thereof).**”

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

- (b) No simulated ballot or simulated sample ballot referred to in subdivision (a) shall bear any official seal or the insignia of any public entity, nor shall that seal or insignia appear upon the envelope in which it is mailed or otherwise delivered.
- (c) The superior court, in any case brought before it by any registered voter, may issue a temporary or permanent restraining order or injunction against the publication, printing, circulation, posting, or distribution of any matter in violation of this section, and all cases of this nature shall be in a preferred position for purposes of trial and appeal, so as to assure the speedy disposition thereof.

Truth in Endorsements Law

Elections Code § 20000 – § 20009 provide additional information regarding restrictions on endorsements, representation requirements, etc. A copy of the code is available for viewing at the Registrar of Voters office, or a copy of the applicable pages may be purchased for the standard copy fee.

Campaign Literature Containing Polling Place of Voter

Candidates are requested not to distribute or mail campaign literature telling voters where their polling places are. Invariably some polling place changes occur in the last few days before an election. This would be confusing to the voters, and this misinformation would cause problems for voters and staff, as well as for the candidates.

Political Advertising Requirements – Newspapers

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 of 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]

Preparation of Vote-By-Mail Ballot Applications by Candidates & Campaigns

Candidates planning vote-by-mail voter drives should contact the Registrar of Voters for a camera-ready copy of the application. Whenever possible, the voter identification number of the voter should be bar coded on the application to speed processing of the application when it is mailed to the Registrar of Voters office. The voter identification number is available on the Multi-Purpose Voter Report, which is also available on CD.

Applications must meet the requirements of the Elections Code sections 3006-3008. The name, address and telephone number of the organization, which authorized the distribution of the applications, must be included on the application.

For more information about the vote-by-mail voting, please call the Registrar of Voters office at 707-784-6675 or Toll-Free 888-933-VOTE (8683).

TEMPORARY POLITICAL SIGNS

State Requirements

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

The following pages contain information from the Department of Transportation together with a “Statement of Responsibility for Temporary Political Signs” and a map of their district offices.

County Code Regarding Campaign Signs

Sec. 28.66.070(2) **Campaign signs.** Campaign signs are allowed without a sign permit provided that the signs:

- (A) May be installed on private property with the property owner(s) consent for up to 60 days prior to an election ;
- (B) Shall not exceed 12 square feet in area within residential zoning districts and 32 square feet in area within nonresidential zoning districts; and
- (C) Shall be removed within seven days following the election

Signs Within City Limits

The placement of signs within city limits is regulated by each respective city. It is recommended that you contact the City Clerk prior to the placement of any political or campaign sign within their jurisdiction.

DEPARTMENT OF TRANSPORTATION
DIVISION OF TRAFFIC OPERATIONS
OUTDOOR ADVERTISING PROGRAM



Dear Candidate or Committee Member:

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

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

A Temporary Political Sign meets the following criteria:

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

A completed Statement of Responsibility must be submitted to:

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

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

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

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

Enclosure

DEPARTMENT OF TRANSPORTATION
DIVISION OF TRAFFIC OPERATIONS
OUTDOOR ADVERTISING PROGRAM



STATEMENT OF RESPONSIBILITY FOR TEMPORARY POLITICAL SIGNS

Election Date: _____ June _____ November Other: _____

Candidate's Name: _____

Office sought or Proposition Number: _____

County where sign(s) will be placed: _____

Number of signs to be placed: _____

RESPONSIBLE PARTY:

Name: _____

Address: _____

Phone Number (Include Area Code) _____

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

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

SIGNATURE OF RESPONSIBLE PARTY

DATE

Mail Statement of Responsibility to:

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

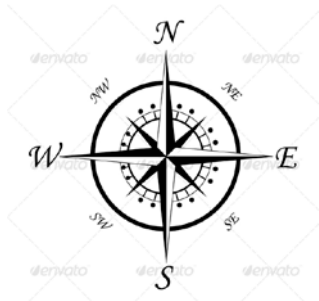
CALTRANS DISTRICTS AND DISTRICT OFFICES



CALTRANS DISTRICTS

OFFICE AND MAILING INFORMATION

OFFICE	MAILING ADDRESS
Headquarters 1120 N Street Sacramento 916-654-5266	P.O. Box 942873 Sacramento, CA 94273-0001
District 1 1656 Union Street Eureka 707-445-6600	P.O. Box 3700 Eureka, CA 95502
District 2 1657 Riverside Drive Redding 530-225-3426	1657 Riverside Drive Redding, CA 96001
District 3 703 "B" Street Marysville 530-741-4211	703 "B" Street Marysville 530-741-4211
District 4 111 Grand Avenue Oakland 510-286-4444	111 Grand Ave P.O. Box 23660 Oakland, CA 94623-0660
District 5 50 Higuera Street San Luis Obispo 805-549-3111	50 Higuera Street San Luis Obispo, CA 93401-5415
District 6 1352 W. Olive Ave. Fresno 559-488-4020	P. O. Box 12616 Fresno, CA 93728-2616
District 7 100 S. Main Street Los Angeles 213-897-3656	100 S. Main Street Los Angeles, CA 90012
District 8 464 W. 4th St. San Bernardino 909-383-4561	464 W. 4th St. San Bernardino, CA 92402
District 9 500 South Main Street Bishop 760-872-0601	500 South Main Street Bishop, CA 93514
District 10 1976 East Martin Luther King Jr. Blvd Stockton 209-948-7543	P. O. Box 2048 Stockton, CA 95201
District 11 4050 Taylor Street San Diego 619-688-6670	4050 Taylor Street San Diego, CA 92110
District 12 3347 Michelson Dr., Ste. 100 Irvine 949-724-2000	3347 Michelson Dr., Ste. 100 Irvine, CA 92612-0611



STATE OF CALIFORNIA

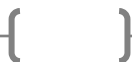
DEPARTMENT OF TRANSPORTATION

1120 N. STREET

P.O. BOX 942873

SACRAMENTO, CA 94273-0001

PHONE: 916-654-5266



ELECTION DAY PROHIBITIONS

Electioneering Near Polling Place

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

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

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

Any person who violates any of the provisions of this section is guilty of a misdemeanor. [Elections Code §18370]

Electioneering During Vote-By-Mail Voting

No candidate or representative of a candidate, shall solicit the vote of a vote-by-mail voter, or do any electioneering, while in the residence or in the immediate presence of the voter, and during the time he or she knows the vote-by-mail voter is voting. [Elections Code § 18371]

Solicitation Dissuading Persons From Voting

Within 100 feet of a polling place, no person shall, with the intent of dissuading another person from voting, speak to a voter about marking their ballot or about their qualifications to vote. [Elections Code § 18371]

Offering/Accepting Rewards For Voting

Persons must not pay, offer to pay or accept payment for voting, registering to vote, for or against any candidate in any election that includes a federal candidate. [Federal Law 42 U.S.C. 1973i(c), 18 U.S.C. 597, 608(b)]

Exit Polling

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

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

REGISTRATION AND VOTE-BY-MAIL FOR THE November 4, 2014 GENERAL ELECTION

Registration Deadline

October 20, 2014 is the last day to register to vote for the November 4, 2014 election.

Election Day

Election Day is Tuesday, November 4, 2014; the polls will be open from 7:00 a.m. to 8:00 p.m.

Vote-by-Mail Information

The vote-by-mail voting period begins 29 days prior to the election, on October 6, 2014.

Application for a Vote-By-Mail Ballot

From **October 6 through October 28**, voters can request that the Registrar of Voters office mail them a vote-by-mail ballot.

- The application form is available on the back of the sample ballot booklets mailed to all registered voters
- Online at our website www.solanocounty.com/elections. The application may be downloaded and mailed to the Registrar of Voters or submitted electronically.
- Voters may request a vote-by-mail ballot by mailing a hand written request with their name, date of birth, residence address, mailing address if any, and signature to the Registrar of Voters.
- A voter can request a ballot via phone call to the Registrar of Voters office. Only the registered voter himself or herself may apply for a vote by mail ballot. The voter will need to provide identifying information including first and last name, date of birth, residence address and mailing address if any. A signature will not be required, however **it is a criminal offence for any person other than the voter to request a ballot on behalf of the voter.**

The last day to request a vote-by-mail ballot to be sent via mail is October 28, 2014.

Issuing Ballots

Ballots for **permanent** vote-by-mail voters will be mailed 29 days before the election. No application or request is needed. Voters who are not permanent vote-by-mail voters AND who request a vote-by-mail ballot prior to 5:00 p.m. October 28th will have their ballot **mailed** approximately 24 hours after receipt of the request. Any request for a vote-by-mail ballot received by the Registrar of Voters office after 5:00 p.m. October 28th will not be processed. As of October 29, a voter may still come in a request a ballot over the counter at the Registrar's office, or they can vote at their polling place on Election Day.

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

authorized representative by name as the person he/she is allowing to pick up their vote-by-mail ballot.

Beginning October 29, 2014, vote-by-mail ballots can only be issued in the office of the Solano County Registrar of Voter office or at a polling location on Election Day. Anyone may pick up a ballot for another member of their household who is unable to come in for themselves.

Returning a Vote-By-Mail ballot

A vote-by-mail voter who was issued a ballot between the 29th day and the 7th day before the election shall either return their ballot by mail, in person to the Solano County Registrar of Voters offices, or to any polling place in Solano County on Election Day.

However, a vote-by-mail voter who is unable to return the ballot, may designate his or her spouse, child, parent, grandparent, grandchild, brother, sister, or a person residing in the same household as the vote-by-mail voter to return the ballot to the Solano County Registrar of Voters or to any polling place in Solano County on Election day.

The ballot, must however, be received before the close of the polls on Election Day.

PLEASE NOTE:

- In order to be counted, **Vote-By-Mail ballots need to be in the physical possession of elections officials, either at Solano County polling places or at the Registrar of Voters office, by 8:00 p.m. on Election Day.** A vote-by-mail ballot that is postmarked on Election Day will not be counted.
- **Vote-By-Mail ballots issued between October 29 and November 4 may not be returned by mail.** To be counted, they will need to be dropped off in person. Drop-off sites for vote-by-mail ballots will be established and listed on the Registrar of Voters' website (www.solanocounty.com/elections).

BALLOT COUNTING, ELECTION RESULTS AND CANVASS RESULTS

After 8:00 p.m. on Election night, cumulative results will be available on our website at:

www.solanocounty.com/elections

Or via telephone at (707) 784-6675 or Toll-Free 1-888-933-VOTE (8683)

Headquarters for public and media viewing of election night returns will be at the:

Solano County Registrar of Voters Office
675 Texas Street, Suite 2600
Fairfield, CA 94533

Processing Vote-By-Mail Ballots

California State Elections Code allows that the Registrar of Voters begin processing vote-by-mail ballots 7 business days before the election, October 24, 2014.

§ 15101.

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

(b) Any jurisdiction having the necessary computer capability may start to process vote by mail ballots on the seventh business day prior to the election. Processing vote by mail ballots includes opening vote by mail ballot return envelopes, removing ballots, duplicating any damaged ballots, and preparing the ballots to be machine read, or machine reading them, but under no circumstances may a vote count be accessed or released until 8 p.m. on the day of the election. All other jurisdictions shall start to process vote by mail ballots at 5 p.m. on the day before the election.

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

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

Precinct Results

Under no circumstances may a **vote count** be accessed or released until 8:00 p.m. on the day of the election. After the polls close at 8:00 p.m., the precinct officers must complete poll closing procedures required by law, and deliver the ballots, supplies and ballot cartridges to their return center. This process takes approximately 1.5 hours in a major election. Precinct results will be available online as soon as possible.

Post-Election Night

Semi-final election results will be available by phone and on printed reports between 8:00 a.m. and 5:00 p.m. at the Registrar of Voters on the day after the election and on the Registrar of Voters website as listed above.

Statement of Votes Cast

The Semifinal Official Canvass Statement of Votes Cast (SVC), which reports election results by individual voting precincts, is available between 8:00 a.m. and 5:00 p.m. at the Registrar of Voters office. For most elections, this report is also posted on the department's website. Once the election is certified, the Final Official Canvass Statement of Votes Cast is made available at our office and on the website.

Canvass / Certification

Canvass is a process of reconciling numbers and the supplemental counting of vote-by-mail ballots turned in at the polls, provisional and write-in ballots. The numbers of voted ballots reported by poll workers and vote-by-mail ballots are matched to what the computer counted. California law permits 28 days to complete the final, official canvass and certify the results of the election. This provision of the law recognizes the complexity of completing the ballot count and conducting a thorough audit of the election results to ensure accuracy. Part of the canvass process is a legally-required manual recount of the votes cast for all candidates and measures on the ballot in 1% of the voting precincts. This manual process verifies the accuracy of the computer count.

Candidates and members of the general public are invited to observe supplemental ballot counting and the manual tally of ballots from the randomly selected 1% of the voting precincts. The canvass is complete when the elections official signs the Certification of the Election Results. [Elections Code §§ 335.5, 15360, 15372, 15620]

FREQUENTLY ASKED QUESTIONS

1. What if I change my mind about being a candidate after filing nomination papers?

You may not withdraw as a candidate in a Primary Election after 5:00 p.m. on the last day of the nomination period on August 8th, or August 13th in the case of an extension.

2. Can I charge with a credit card to pay my filing fee, purchase voter material, or pay my candidate statement fee?

Yes, also cash or checks, are acceptable forms of payment. Checks are to be made payable to the Registrar of Voters.

3. How soon will a list of qualified candidates be available after the close of nomination?

The nomination period closes at 5:00 p.m. on August 8, 2014, but if an incumbent does not file, the nomination period for that particular office is extended until August 13, 2014. A list of local office candidates will be available after the close of nominations. The certified list from the Secretary of State's office will be available by August 28, 2014.

4. Can I change or correct the wording or spelling on my candidate statement after submission?

No, you may not make any changes to your candidate's statement once it has been filed. Review your candidate's statement carefully before submitting. No responsibility or liability is assumed for errors in spelling, punctuation, grammar, etc., because the statement is entirely the candidate's responsibility.

5. May I withdraw my candidate's statement after it is filed?

The candidate statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5:00 of the next working day after the close of the nomination period. (5:00 p.m. Monday, August 11, 2014)

6. If my contest does not appear on the ballot due to an insufficient number of candidates, can my candidate statement fee be refunded?

Yes, you can note your intent to withdraw on the Candidate Statement Form that is to be submitted with your candidate statement.

7. Can my spouse, relative, friend, or campaign manager pick up nomination documents for me?

The candidate in person must pick up all forms or the candidate's representative must present a letter of specific authorization, signed by the candidate. This statement must contain the candidate's name, the office he or she is seeking, and party affiliation, if applicable. The statement shall include language indicating that the candidate is aware that the Declaration of Candidacy must be properly executed and delivered to the election official of the county of the candidate's residence by 5:00 p.m. on the 88th day prior to the statewide direct primary election, which in this case is August 8, 2014. That statement shall be retained by the elections official.

8. Can my spouse, relative, friend, or campaign manager file my nomination documents, or can I mail them to you?

Election law does not specifically prohibit another person from filing nomination papers for a candidate. However, candidates are urged to file in person. The reasons are twofold:

A. The Declaration of Candidacy is not to be removed from the office of the Registrar of Voters (except as provided in Elections Code §8028). Additionally, a member of the Registrar of Voters' staff, a qualified officer, or a notary public must administer the oath or affirmation, which is part of the Declaration of Candidacy form. 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

B. The signature of the candidate, as well as other data, is necessary on many documents required 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. Incomplete documents which are submitted and not rectified prior to the close of nomination, could result in a potential candidate not being certified for the election.

It is not recommended that nomination documents be mailed back. However, if mailed back, nomination documents must be received in our office by 5:00 p.m. on the close of nominations, regardless of the postmark.

9. I am unable to complete and file my campaign disclosure statement (FPPC filings) by the filing deadline. Can I obtain an extension?

NO. There is no provision in the Political Reform Act that permits any filing officer to extend a filing deadline. Statements that are late are subject to a fine of \$10.00 per day until the statement is filed. Please contact the FPPC directly with any questions.

10. Can I obtain election night results on the Internet?

Yes, you may obtain the information from the Registrar of Voters' website, at www.solanocounty.com/elections.

11. 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. Our staff is here to help you through the process.

12. I am a candidate for Judge of the Superior Court, must I file a Declaration of Intention and when is the filing period?

Yes, every candidate for Judge of the Superior Court, incumbent or not, must file a Declaration of Intention. The Declaration of Intention filing period is January 27, 2014 through February 5, 2014. All incumbents must file by February 5, 2014. For any seat in which the incumbent does not file for by February 5, 2014, there will be a five calendar day extension period for anyone except the incumbent to file.

13. For Voter-Nominated offices do petition in-lieu signers or nomination petition signers need to be registered with the same political party I am registered with?

No, signers on any type of petition for a Voter-Nominated office do not have to be registered in the same party as the candidate. Any registered voter of any party may sign a petition for a candidate for a Voter-Nominated office.

14. What happens if some of the signatures I obtain on my nomination papers are not of 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 Registrar of Voters must certify that the signatures on nomination papers are of registered voters residing within the jurisdiction. 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 for the Registrar of Voters to check the signatures and notify you of any insufficiencies. You will then have an opportunity to submit supplemental signatures.