



CANDIDATE GUIDE

September 14, 2021, California Gubernatorial Recall Election

Solano County Event and Government Centers

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

Tim Flanagan
Registrar of Voters

John H. Gardner
Assistant Registrar of Voters

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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 March 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.



SOLANO COUNTY

TIM FLANAGAN

Chief Information Officer
Registrar of Voters
TPFlanagan@solanocounty.com
(707) 784-6675

JOHN H. GARDNER

Assistant Registrar of Voters
JHGardner@solanocounty.com
(707) 784-3366

Dear Candidate:

Congratulations on your decision to run for office. This Candidate Guide is a summary of general provisions that you will need to know when running for office.

It is divided into several sections and we ask that you pay close attention to eligibility requirements, filing requirements, important dates and deadlines.

The information provided will guide you through the process and if you have any questions please let us know. Please be aware that this is a general reference guide and is not a substitute for legal advice. We strongly urge you to talk to private counsel if you have any legal questions.

Our office will continue to take steps to help reduce the spread of COVID-19. Through that effort, we plan on continued efforts to ensure social distancing, remote access, and limited appointments to our office for candidates. This will help to keep both our staff and the candidates as healthy as possible for this election cycle.

We additionally will be monitoring the Health Directives and potential emergency orders from the Governor's office which may dictate the execution of the upcoming election. We will reach out to all potential candidates with updates as we receive them.

We wish you the best of luck in your endeavors.

Sincerely,

675 Texas Street, Suite 2600
Fairfield, CA 94533
(707) 784-6675
Fax (707) 784-6678

John H. Gardner
Assistant Registrar of Voters

Michael A. Lopez
Deputy Registrar of Voters

www.solanocounty.com/elections

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The purpose of this guide is to provide general information about the nomination and election process.

Each candidate must sign a Declaration of Candidacy, under penalty of perjury, that states the candidate meets the qualifications for office including citizenship and residency.

If you do not agree with any rule or law, the rule or law will apply. This guide is given out with the understanding that the Solano County Registrar of Voters is not interpreting legal advice and it is not a substitute for legal counsel.

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

The California Secretary of State Recall Site:

<https://www.sos.ca.gov/elections/upcoming-elections/2021-ca-gov-recall>

Version	Date Updated	Changes Made
1	6/17/2021	-
2	6/29/2021	Updated FPPC and Candidate Filing Document Information
3	7/01/2021	Updated Tentative Dates and Tax Return Filing Information
4	7/01/2021	Election Date Confirmed Updated Election Name Updated Calendar Inclusion of State Forms
5	7/03/2021	Calendar Dates Updated Solano County Fee Schedule SOS Candidate Statement Guidelines added
6	7/12/2021	Inclusion of County Candidate Statement Guidelines and Costs

WHAT TO EXPECT WHEN YOU FILE

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

- 1) Download all forms from our website;
- 2) Watch tutorial video on how to complete forms;
- 3) Contact our office via phone if you need help completing forms;
- 4) Submit all forms electronically for review (except the Declaration of Candidacy);
- 5) Fill out a request for appointment on our website;
- 6) During appointment, review all documents with our staff for completeness and complete the Declaration of Candidacy.

If you do not have access to a computer, or printer at home please contact us for alternate arrangements of sending these forms to you: 707-784-6675.

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

The following forms will be completed and submitted prior to your appointment:

Required Forms:

- Declaration of Candidacy (front side; back side to be completed in person)
- Nomination Papers (not for school or special districts)
- Ballot Designation Worksheet or Ballot Designation Change Request
- Statement of Economic Interest (if applicable)

Optional Forms:

- Candidate Authorization Form (if applicable)
- Code of Fair Campaign Practices

Only the DECLARATION OF CANDIDACY (DOC) must be signed in-person and submitted in-person, unless otherwise noted. A copy of all the forms can be found in Appendix A, or under the candidate information on our website:

https://www.solanocounty.com/depts/rov/2021_recall_election/candidate_information.aspx.

Forms for the September 14, 2021, California Gubernatorial Recall Election will be provided to each county from the Secretary of State once available. Please confirm you have the correct forms before your appointment.

Once your forms are completed, you can request an in-person or phone or video conference appointment from our website:

http://www.solanocounty.com/depts/rov/candidate_info_n_filers/appointment_request.asp

During your appointment, you will need the following items:

- Payment for Filing Fees. We accept:
 - Cash
 - Check
 - Money Order
 - Cashier's Check
 - Credit Card
- Any form identified as "pre-fillable"

When completed, our staff will give you instructions on any next steps that need to be completed, plus provide copies of your filed documents. As a candidate, you should be aware of:

- The next calendar event that affects your candidacy
- The next scheduled campaign finance filing that is due
- Any other questions we haven't already answered for you

ELECTION SERVICES OFFERED

Effective July 1, 2021

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 files may be ordered over the phone or in person. 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.

Before you purchase any voter information, 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 may not be given without receiving written permission 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 about the above information, contact the Registrar of Voters office or the California Secretary of state.

SOLANO COUNTY REGISTRAR OF VOTERS FEE SCHEDULE EFFECTIVE JULY 1, 2021 - JUNE 30, 2022

REPORTS	
Custom Reports/Files	Actual Costs - \$36.00 per quarter hour & supplies (no minimum charge)
Voter File - Countywide (pre-made)	\$10.00 (includes disk charge)
Vote-by-Mail Voters File Subscription	\$236.00
Walking List (printed)	\$.50 per thousand names

GENERAL	
Certified Copy of Affidavit (Includes verification of voter look-up)	\$1.50
Copies (County Standard Rate)	\$.45 first page, \$.20 each additional page
FPPC and Campaign Statement Copies	\$.10 per page
FPPC and Campaign Statement Copies (5 years or older)	\$5.00 retrieval fee plus \$.10 per page

MAPS	
All production maps excluding Fairfield/Suisun	\$100.00
Production Map - Fairfield/Suisun	\$250.00
Custom Maps	\$36.00 per quarter hour plus direct material cost

ELECTION	
Notice of Intent to Circulate Petition	\$200.00
Staff Time Billable Hourly Rate - Election Support	Employee weighted hourly rate + 85.88% 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

FILING FEE AND SIGNATURE REQUIREMENT

Office	Salary	Filing Fee (% of Salary)	Signatures needed In Lieu of Filing Fee	Nomination Signatures	Value per Signature
Governor	\$209,747	\$4,194.94 (2%)	7,000	65 - 100	\$.60

* Filing Fees are based upon a percentage of the salary

** Information only provided for the office of the officer facing recall

QUALIFICATIONS FOR OFFICE

Note: Only qualifications for the office of the officer sought to be recalled listed

Voter-Nominated Offices

Office	Term of Office	Term Begins	Qualifications
Governor	4 Years 2 Term Limit (for a total of 8 Years)	January 7, 2019*	GOVERNOR An elector and citizen of the United States and a resident of this State for 5 years immediately preceding the Governor's election. [CA Const. Art. V, § 2]

*If a replacement candidate is elected, they will fulfill the remainder of the term of office ending in 2022.

What happens after the recall election?

If a majority of the voters vote "yes" on the first question, then the recall is successful. The replacement candidate who gets the most votes is elected for the unexpired term of office.

If a majority of the voters vote "no" on the first question, then the recall has failed and the officer will remain in office.

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

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.

Replacement Candidate Filing Requirements

A replacement candidate must:

1. File with the county elections official, in which the candidate is registered to vote, the following:
 - A Declaration of Candidacy, and
 - Nomination Papers, with 65 to 100 valid nomination signatures.
2. Pay a filing fee of \$4,194.94 to the county elections official at the time the candidate obtains their Declaration of Candidacy and nomination papers.
 - A candidate may choose to submit a minimum of 7,000 valid signatures on petitions in lieu of the filing fee.
3. File, no later than the candidate filing deadline, with the Secretary of State two (2) copies of every income tax return the candidate filed with the Internal Revenue Service (IRS) in the five (5) most recent taxable years, one unredacted copy and another copy with required redactions.
4. File all other required campaign filings.

(Elec. Code, §§ 333, 8020, 8062(a)(1), 8103(a)(1), 8105, 8106(a)(3), (b)(3), 8902, 8903)

Summary of Qualification per the Secretary of State



SHIRLEY N. WEBER, Ph.D. | SECRETARY OF STATE | STATE OF CALIFORNIA
 ELECTIONS DIVISION
 1500 11th Street, 5th Floor, Sacramento, CA 95814 | Tel 916.657.2166 | Fax 916.653.3214 | www.sos.ca.gov

Summary of Qualifications and Requirements for the Office of

GOVERNOR

September 14, 2021, California Gubernatorial Recall Election

I. QUALIFICATIONS

Every candidate shall:

- A. Be a U.S. citizen. Cal. Const., art. V, § 2¹
- B. Be a registered voter and otherwise qualified to vote for that office at the time that nomination papers are issued to the person. § 201²
- C. File with the Secretary of State two (2) copies of every income tax return the candidate filed with the Internal Revenue Service (IRS) in the five (5) most recent taxable years, one unredacted copy and another copy with required redactions. §§ 8902, 8903
- D. Not have been convicted of a felony involving accepting or giving, or offering to give, any bribe, the embezzlement of public money, extortion or theft of public money, perjury, or conspiracy to commit any of those crimes. § 20
- E. Not have served two terms in the office sought since November 6, 1990. Cal. Const., art. V, § 2

II. REQUIREMENTS

A. CAMPAIGN FILINGS AND RESPONSIBILITIES

Any individual who intends to be a candidate for an elective state office shall:

1. Candidate Intention Statement

File with the Secretary of State's Political Reform Division a Candidate Intention Statement (Form 501) for the specific state office sought. A separate Form 501 must be filed for each election, including re-election to the same office. This statement shall be signed under penalty of perjury and filed prior to the solicitation or receipt of any contribution or loan, including expenditures made from personal funds used for campaign purposes. Gov. Code § 85200

¹ Article V, section 2 of the California Constitution requires California residency for five years; however, it is the legal opinion of this office that this provision violates the U.S. Constitution and is unenforceable.

² All code section references are to the California Elections Code unless stated otherwise.

2. Campaign Contribution Account

A Statement of Organization—Recipient Committee (Form 410) shall be filed with the Secretary of State’s Political Reform Division within 10 days of receiving \$2,000 or more in a calendar year. Gov. Code §§ 82013(a), 84101

- a. Establish one campaign contribution account at an office of a financial institution located in California after filing the Candidate Intention Statement. Gov. Code § 85201(a)
- b. All contributions or loans made to the candidate, to a person on behalf of the candidate, or to the candidate's controlled committee shall be deposited in the account. Gov. Code § 85201(c)
- c. Any personal funds, which will be used to promote the election of the candidate, shall be deposited in the account prior to expenditure. Gov. Code § 85201(d)
- d. All campaign expenditures shall be made from the account. Gov. Code § 85201(e)

2. Exceptions

- a. Parts 1 and 2(d) and (e), above, do not apply to a candidate's payment of a filing fee and statement of qualifications fee from their personal funds. Gov. Code §§ 85200, 85201(f)
- b. Part 2, above, does not apply if the candidate does not receive contributions and makes campaign expenditures from personal funds of less than \$2,000 in a calendar year, excluding payment of the filing fee and statement of qualifications fee. Gov. Code § 85201(g)
- c. An individual who raises contributions from others for their campaign, but who raises or spends less than \$2,000 in a calendar year, shall establish a campaign contribution account but is not required to file a Statement of Organization or other statement of bank account information. Gov. Code § 85201(h)

B. FILING FEES

1. Full Payment of Filing Fee

A candidate must pay a filing fee equal to 2% of the first year's salary as of the first day on which a candidate may circulate petitions in lieu of filing fees, made payable to the Secretary of State. Currently, the filing fee for Governor is \$4,194.94. The filing fee must be paid to the county elections official at the time the candidate obtains their Declaration of Candidacy and nomination papers from the county elections official of the candidate’s county of residence. §§ 8103(a)(1), 8105

2. Signatures In Lieu of Filing Fee

A candidate may choose to submit by July 6, 2021 (E-70), a minimum of 7,000 valid signatures on petitions in lieu of filing fees. § 8106(a)(3) & (b)(3)

- a. Petitions for in-lieu signatures may be obtained from the county elections official and circulated between July 1, 2021 (E-75), and July 6, 2021 (E-70). Sections of in-lieu-filing-fee petitions shall be filed with the county elections official of the county in which the signers reside. § 8106(b)
- b. The candidate may submit signatures to cover all or any prorated portion of the filing fee. § 8106(b)(3)
- c. Any registered voter may sign an in-lieu-filing-fee petition for any candidate for whom he or she is eligible to vote. § 8106(b)(1)
- d. Circulators of in-lieu-filing-fee petitions must be 18 years of age or older. § 102
- e. Within 2 days after receipt of the petition, the county elections official shall notify the candidate of any deficiency. The candidate shall then, at the time of obtaining nomination documents, pay a pro rata portion of the filing fee to cover the deficiency. § 8106(b)(3)
- f. Signatures in lieu of the filing fee may be counted toward the nomination sponsor signature requirements. §§ 8061, 8106(d)

Signature In Lieu of Filing Fee Requirements

§ 8106(a)(3)

<u>Candidates</u>	<u>Filing Fee</u>	<u>Signatures In Lieu of Filing Fee</u>	<u>Value of Each Signature</u>
All Gubernatorial Candidates (except write-in candidates)	\$4,194.94	7,000	\$0.59927714

C. BALLOT DESIGNATIONS

Each candidate who submits a ballot designation shall file a completed ballot designation worksheet that supports the use of that ballot designation by the candidate. The ballot designation worksheet shall be filed with the elections official at the same time that the candidate files their declaration of candidacy. § 13107.3

D. TAX RETURNS

1. By at least July 16, 2021 (E-60), a candidate shall:

- a. File, by 5:00 p.m. on July 16, 2021, with the Secretary of State two (2) copies of every income tax return the candidate filed with the Internal Revenue Service (IRS) in the five (5) most recent taxable years, one unredacted copy and another copy with required redactions, as specified in Elections Code section 8903.
§§ 8902, 8903
- b. Submit the Income Tax Return Disclosure Consent and Acknowledgement Form signed by the candidate granting the Secretary of State permission to publicly release the redacted versions of the candidate's income tax returns. §§ 8902, 8903
- c. If the candidate was not required to file an income tax return with the IRS for any of the last five (5) most recent taxable years the candidate must indicate that fact on the Income Tax Return Disclosure Consent and Acknowledgement Form.
§ 8902
- d. If the candidate has not filed an income tax return with the IRS for 2020, the candidate shall submit a copy of the income tax return to the Secretary of State within five (5) days of filing the return with the IRS.
§ 8902

2. The candidate shall redact the income tax returns as follows:

Many pdf programs allow users to redact information from a pdf file. This includes Adobe Acrobat software and other third-party software. Alternately, candidates may print out a copy of an unredacted income tax return, and manually (with a pen or marker) redact information pursuant to Elections Code section 8903.

It is the **candidate's** responsibility to only redact the information identified below. It is important to note that some of the information identified below may appear on every page of your submitted income tax returns, including on the header or footer portion of each page.

Information to Redact

The California Elections Code states that the following information **must be redacted** by the **candidate**:

- Social security numbers
- Home address
- Telephone number
- Email address
- Medical information

California Elections Code states that the following information **may be redacted** by the **candidate**:

- Names of dependent minors
- Employer identification number
- Business address
- Preparer tax identification number, address, telephone number and email address of paid tax return preparers.

3. The required tax returns and consent form shall be filed with the Secretary of State by July 16, 2021 by 5:00 p.m. PST as follows:

- a. In Person/Courier Service:

Secretary of State's Office
 1500 11th Street
 Sacramento, California 95814

Elections Division drop box located in 1st floor lobby

Building hours: Monday through Friday, 8:00 a.m. to 5:00 p.m.

In-person filings will NOT be accepted in the Secretary of State's Los Angeles office.

- b. Express Delivery/Mail:

Secretary of State's Office
 Elections Division
 1500 11th Street, 5th Floor
 Sacramento, California 95814

Note: Income tax returns sent by express delivery or mail must be received by July 16, 2021 by 5:00 p.m. PST. Secretary of State will not consider shipping or postmark dates as timely filed. Income tax returns documents must be at the Secretary of State's Office by the deadline.

4. The Secretary of State shall make the redacted versions of the candidate's income tax returns available to the public on the Secretary of State's internet website. These redacted versions of the candidate's income tax returns shall be continuously posted until the official canvass for the election is completed. § 8903

E. STATEMENT OF ECONOMIC INTERESTS

1. Each candidate must file a Statement of Economic Interests with the county elections official of the candidate's county of residence disclosing investments, interests in real property, and any income received during the immediately preceding 12 months pursuant to the requirements of the Political Reform Act of 1974, As Amended. Gov. Code §§ 87200, 87201, 87500(b)

2. This statement is to be filed by July 16, 2021 (E-60). It is not required if the candidate has filed such statements within the past 60 days for the same jurisdiction. Gov. Code § 87201

F. FOR ALL CANDIDATES (EXCEPT WRITE-IN CANDIDATES)

1. Between July 9, 2021 (E-67) and July 16, 2021 (E-60), obtain nomination documents from the county elections official of the candidate's county of residence. Nomination documents include nomination papers for collecting signatures and a Declaration of Candidacy that must be executed by the candidate.

§§ 333, 8020, 8040, 8041

2. Nomination Papers

- a. Gather between 65 and 100 signatures for filing the nomination papers.
§ 8062(a)(1)
- b. Signatures on the in-lieu-filing-fee petitions may satisfy this signature requirement.
§§ 8061, 8106(d)
- c. Any candidate may obtain signatures to and sign their own nomination papers.
§ 106(a)
- d. All signers must be registered California voters.
§§ 100, 8068
- e. The candidate may appoint persons to circulate the nomination papers. Circulators must be 18 years of age or older.
§§ 102, 8066
- f. Between July 9, 2021 (E-67) and July 16, 2021 (E-60), each section of the nomination paper shall be delivered to the county elections official of the county in which the signer resides and is a voter.
§§ 8020, 8063

3. Declaration of Candidacy

- a. The Declaration of Candidacy shall be obtained from, and delivered to, the county elections official of the county in which the candidate resides and is a voter.
§§ 8040, 8064
- b. Upon request of a candidate, the county elections official shall provide the candidate with a Declaration of Candidacy. The county elections official shall not require a candidate to sign, file, or sign and file a Declaration of Candidacy as a condition of receiving nomination papers.
§ 8020(d)
- c. The county elections official shall require all candidates filing a Declaration of Candidacy to execute the declaration in their office unless the candidate, in a written statement signed and dated by the candidate, designates a third party to obtain the declaration form from the county elections official and to deliver it to the candidate. The written statement shall state that the candidate is aware that the

Declaration of Candidacy must be properly executed and delivered not later than July 16, 2021 (E-60), to the office of the county elections official from whom it was received. Any person may return the completed Declaration of Candidacy.

§ 8028

G. FOR WRITE-IN CANDIDATES ONLY

1. Filing Fees

Write-in candidates are not required to pay filing fees. § 8604

2. Nomination Papers

a. Gather between 65 and 100 signatures for filing the nomination papers. §§ 8062(a)(1), 8600

b. The candidate may appoint persons to circulate the nomination papers. Circulators must be 18 years of age or older. §§ 102, 8066

c. All signers must be registered California voters. § 8603

d. Between July 19, 2021 (E-57), and August 31, 2021 (E-14), circulate nomination papers for signatures and leave them for examination with the county elections official of the county in which the signers reside. § 8601

3. Statement of Write-In Candidacy

a. Between July 19, 2021 (E-57), and August 31, 2021 (E-14), file a Statement of Write-In Candidacy with the county elections official of the candidate's county of residence. § 8601

b. The Statement of Write-In Candidacy shall contain the following information:

i. Candidate's name,

ii. Candidate's complete residence address,

iii. A declaration stating that the candidate is a write-in candidate,

iv. The name of the office for which the candidate is running,

v. The date of the election, and

vi. Candidate's 10-year political party preference history. § 8600

III. GENERAL INFORMATION

A. Each of the forms mentioned above is available free of charge from the county elections official. § 8101

B. The term of office for Governor is four years; the current term began on January 7, 2019. A successor elected at the recall election would serve the remainder of this term.

Cal. Const., art V, § 2

- C. Because of the requirements of the Political Reform Act, As Amended, a candidate should visit the website of the Fair Political Practices Commission at www.fppc.ca.gov for the most recent copy of the Information Manual on Campaign Disclosure Provisions of the Political Reform Act, which gives the filing requirements for reporting campaign contributions, etc.

IMPORTANT NOTICE

This information sheet of candidate qualifications and procedures is for general information only and does not have the force and effect of law, regulation, or rule. In case of conflict, the law, regulation, or rule will apply. The candidate should obtain the most up-to-date information available because of possible changes in law.

TAX RETURNS

Candidates must file with the Secretary of State two (2) hard-copies (one redacted and one unredacted) of each income tax return the candidate filed with the Internal Revenue Service from the last five (5) years (2016, 2017, 2018, 2019, and 2020).

The deadline to file tax returns with the Secretary of State is July 16, 2021 by 5:00 p.m. PST. This means all required income tax returns must be received by the Secretary of State by the deadline.

Filing Your Returns

Hard copies of the required tax forms must be submitted to the Secretary of State by July 16, 2021 by 5:00 p.m. PST either by:

1. In Person/Courier Service to the Elections Division drop box located in 1st floor lobby of the Secretary of State's Office (building hours: Monday through Friday, 8:00 a.m. to 5:00 p.m.)
2. Express Delivery/Mail to:

California Secretary of State
Elections Division
1500 11th Street, 5th Floor
Sacramento, California 95814

Note: Income tax returns sent by express delivery or mail must be received by July 16, 2021 by 5:00 p.m. PST. Secretary of State will not consider shipping or postmark dates as timely filed. Income tax returns documents must be at the Secretary of State's Office by the deadline.

Information to Redact

The California Elections Code states that the following information **must be redacted** by the candidate:

- Social security numbers
- Home address
- Telephone number
- Email address
- Medical information

The California Elections Code states that the following information **may be redacted** by the candidate:

- Names of dependent minors
- Employer identification number
- Business address
- Preparer tax identification number, address, telephone number and email address of paid tax return preparers

SIGNATURES IN-LIEU OF FILING FEE PETITIONS

Filing Period for Signatures In-Lieu of Filing Fee

July 2nd to July 6th

In-lieu filing fee petitions may be circulated for securing signatures-in-lieu of paying for all, or part, of the filing fee for the office being sought. Petitions may not be filed at the Secretary of State's office

Petition Signer Qualifications

Voter-Nominated Candidates – Any registered voter within the candidate's jurisdiction, regardless of party preference, is eligible to sign the petition. [Elections Code § 8106]

If a voter signs more candidates' petitions than there are offices to be filled, the voter's signature is valid and will be counted only on those petitions which, when taken in the order they are filed, do not exceed the number of offices to be filled. [Elections Code § 8106]

Each signer of the petition must write his or her signature and shall include his or her printed name and place of residence; (i.e. street name and house number) in the presence of the circulator.

Multi-County Office

Candidates running for multi-county offices should contact all participating jurisdictions to find out if they will accept other counties petition in-lieu forms. Solano County will accept another county's petition as long as the document is double-sided, and the declaration of circulator is completely filled out.

General Information Regarding Filing of Signatures In-Lieu Petitions

Forms may be obtained from our office at 675 Texas Street, Suite 2600, Fairfield, CA. Our hours are 8:00 a.m. to 5:00 p.m., Monday through Friday. Petitions will be available beginning on Friday, July 2, 2021.

The Registrar of Voters office will provide the master form and copies to each candidate to obtain the necessary signatures in-lieu and/or nomination petition signatures. The candidate may choose to apply petition signatures towards the required number of nomination signatures for the office sought. The candidate will duplicate the master form at his or her expense for the purpose of circulating additional signatures in-lieu. **The master form must be duplicated exactly as provided** (i.e. a two-sided copy).

There is no provision in law permitting petition forms and signatures **for nomination purposes only** to be obtained prior to the nomination period. Signatures obtained and filed in-lieu of filing fees may be counted towards the signature requirements for nomination papers.

Signatures-In-Lieu of Filing Fee Used for Nomination Petition requirement

If a candidate submits a petition in-lieu of filing fee (signatures), the elections official shall count all valid signatures appearing on the petition towards the number of voters required to sign a nomination paper. If a petition in-lieu contains a requisite number of valid signatures, the candidate shall not be required to file nomination petitions but may request the Registrar of Voters to accept the petition in-lieu instead of filing nomination petitions. If the in-lieu petition does not contain the requisite number of valid signatures, the candidate shall be entitled to file, within the time period allowed for filing nomination papers, a nomination paper in order to obtain the requisite number of valid signatures. The portion of the filing fee that is not covered by the signatures must be paid in full before the declaration of intention or declaration of candidacy and Nomination Petition may be filed. [Elections Code §§ 8041, 8061, 8062, 8106]

Candidates may pay a pro-rated amount depending on the number of signatures collected. Candidates must leave a blank check payable to the Secretary of State (memo line should say "Not to Exceed \$4,194.94"). The SOS will determine the remaining amount after the Signatures-in-Lieu period has ended.

Petition Circulator Qualifications

Each circulator of a signature in-lieu petition shall be 18 years of age or older and shall complete and sign the attached Affidavit of Circulator to the petition, which conforms to the new circulator requirements set forth in Senate Bill (SB) 213 effective January 1, 2014 which amends Elections Code §§102, 104, 8041, 8106.

All petition sections are to be circulated and filed in the county in which the signatures were obtained. All signers of a petition section (page) must be registered in the same county. If a petition is circulated in multiple counties, different petition sections (pages) must be used in each county of circulation. [Elections Code § 8106(b) (4)]

The affidavit of circulator on the back of each petition must be completed in the circulator's own handwriting, even when the circulator is the candidate. The election's office will not accept petitions when the affidavit of circulator is not filled out completely.

Please Note: The deficiency period for supplemental signatures has been eliminated as set forth in Assembly Bill (AB) 469 which became effective October 15, 2017.

SUMMARY OF NOMINATION FORMS

Please note, all candidates will use the forms provided to counties by the California Secretary of State, which may vary slightly from those described below. Copies of the form have been removed from the Appendix pending the county receiving the required documents.

Please review the Summary of Qualifications per the Secretary of State (pages 13-20) for more information on required filings.

Declaration of Candidacy (DOC)

All candidates for public office in California are required to file a Declaration of Candidacy. This is the official form used by a candidate to declare him or herself a candidate for public office. The form contains information regarding the way the candidate's name shall appear on the official ballot and the candidate's ballot designation.

The Declaration of Candidacy shall be obtained from, and delivered to, the county elections official of the county in which the candidate resides as a voter. The Declaration of Candidacy must be executed in the office of the election official unless the candidate, in a written statement, signed and dated by the candidate, designates a third party to obtain the Declaration from the county elections official and deliver it to the candidate. Such written statement shall state that the candidate is aware that the Declaration of Candidacy must be properly executed and delivered no later than 5:00 p.m. on the final day of filing.

[Elections Code §§ 8020, 8028(b), 8040, 8100, 8105]

The candidate states on the Declaration of Candidacy how his/her name should appear on the ballot. This should be recognizable as the name under which the candidate is registered, though the two need not be identical. (Example: A candidate registered as "Robert Don Smith" may use such variations as "Robert D. Smith," "Robert Smith," or "R. Don (Joe) Smith.")

The candidate shall provide 11 years of party affiliation (including years out of state or with no party preference).

Nomination Petition

Candidates for public office must file a Nomination Petition containing the signatures of registered voters who are qualified to vote for the office. The Nomination Petition must be double sided, and the affidavit of circulator completed in circulator's own handwriting. Each section of the Nomination Petition must be delivered to the county elections official of the county in which the signer resides as a voter, no later than 5:00 p.m. on the final day of the nomination period (July 16, 2021).

For Voter-Nominated and Nonpartisan offices, any registered voter within the candidate's jurisdiction, regardless of party preference, is eligible to sign the petition.
[Elections Code § 8106(b)]

The candidate may appoint persons to circulate the nomination paper. The circulator must be at least 18 years of age.

Code of Fair Campaign Practices (Voluntary)

This form is a voluntary pledge by candidates concerning campaign practices. At the time an individual files his or her Declaration of Candidacy, nomination papers, or any other paper evidencing an intention to be a candidate for public office, the county elections official is required to give the individual a copy of the Code of Fair Campaign Practices. The form is filed with the candidate's nomination documents and is open for public inspection. In no event shall a candidate for public office be required to subscribe to or endorse the code.
[Elections Code §§ 20440, 20442, 20444]

Statement of Economic Interest

Government Code § 87300 requires every agency to adopt a conflict of interest code. A conflict of interest code is a document, which designates the positions within an agency, which make, or participate in making, governmental decisions, which may have a foreseeable material effect on any financial interest.

Only candidates for elective office so designated under the agency's conflict of interest code, and candidates for public office listed in Government Code § 87200, must file a Statement of Economic Interests with their nomination papers. Elected officials, if so designated, must also file a Statement of Economic Interests within 30 days of assuming office; annually; and within 30 days of leaving office. If an individual is appointed to an office, he or she must file a Statement of Economic Interests within 10 days of assuming office. Under certain conditions, the Statement of Economic Interests need not be filed if such a statement was filed within 60 days prior to the filing of a Declaration of Candidacy or prior to the date of assuming office.

[Government Code §§ 87200, 87300, 87500]

Nonrefundable Filing Fees

The nomination forms shall be distributed to all candidates upon payment of the filing fee; however, signature-in-lieu petitions are available without first paying the filing fee. **All filing fees received by the Secretary of State and county elections officials are nonrefundable.** Candidates should make sure they meet the qualifications for office before paying the filing fee; the filing fee is not refundable.

[Elections Code § 8105]

WRITE-IN PERIOD

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 2021 September 14, 2021, California gubernatorial Recall Election is between July 19 to August 31, 2021. 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.

NOTE: 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
 - The party nomination which he or she seeks, if running in a partisan primary election
 - Date of election
 - The candidate's complete voter registration and party affiliation/preference history for the last 10 years or for as long as he or she has been eligible to vote in California (voter-nominated office only)

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]

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 (August 31, 2021). 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]

Please Note: The Registrar of Voters will provide polling places with a list of the qualified write-in candidates. The list will also be available on our website.

BALLOT DESIGNATION

Ballot designations will be proofed and accepted by the Secretary of State. Solano County can offer some guidance but does not have final say on whether the designation will be accepted.

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.

A candidate who submits a ballot designation shall file a ballot designation worksheet that supports the use of the ballot designation in a format set by the Secretary of State. [Elections Code §13107.3]

The ballot designation that a candidate may use is governed by Elections Code §13107, 13107.3 and 13107.5. We've emphasized the relevant areas that would be most useful.

- (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.
 - (2) The word "**incumbent**" if the candidate is a candidate for the same office which he or she holds at the time of filing the nomination papers, and was elected to that office by a vote of the people
 - (3) **No more than three words** designating either the current principal professions, vocations, or occupations of the candidate, or the principal professions, vocations, or occupations of the candidate during the calendar year immediately preceding the filing of nomination documents.
 - (4) The phrase "**appointed incumbent**" if the candidate holds an office by virtue of appointment, and the candidate is a candidate for election to the same office, or, if the candidate is a candidate for election to the same office or to some other office, the word "**appointed**" and the title of the office. In either instance, the candidate may not use the unmodified word

"incumbent" or any words designating the office unmodified by the word **"appointed."** However, the phrase **"appointed incumbent"** shall not be required of a candidate who seeks reelection to an office, which he or she holds, and to which he or she was appointed, as a nominated candidate, in lieu of an election, pursuant to § 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).

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)]

STATE – CANDIDATE STATEMENT GUIDELINES

Candidate Statements for inclusion in the State Voter Information Guide will not be filed with the County but will be filed directly with the Secretary of State. For information on filing Candidate Statements, check with the California Secretary of State's office:

<https://www.sos.ca.gov/elections/upcoming-elections/2021-ca-gov-recall>

The following pages contain the Candidate Statement Guidelines for Gubernatorial Statements provided by the State.

**California Gubernatorial Recall Election
September 14, 2021
Candidate Statement Guidelines
Gubernatorial Replacement Candidates**

**PLEASE NOTE:**

- All deadlines are final. It is HIGHLY RECOMMENDED to submit candidate statement packages early.
- Please proofread your submission. If a statement is accepted, the information as provided on the Candidate Statement & Checklist Form is exactly how it will appear in the state Voter Information Guide.

Candidate Statement Guidelines

- The text of the statement shall not exceed 250 words. Word count standards are governed by Elections Code section 9.
- The statement should be typewritten, double-spaced, and in standard paragraph style. Do not use bullets, tables, lists, or other material requiring indentation.
- Words that are underlined, in italics, in bold, or in all upper-case letters will be typeset in italics.
- The statement may not make reference to any replacement candidate (opponent of the candidate).
- The statement shall be limited to a recitation of the replacement candidate's own personal background and qualifications.
- The candidate statement shall be accompanied by a declaration that the statement being submitted is true and correct and shall be attested to and signed by the candidate.
- Statements shall be printed in the state Voter Information Guide in the order determined by a randomized alphabet drawn in substantially the same manner as set forth in Elections Code section 13112. The names and statements will remain in this order throughout the state and do not rotate as names do on actual ballots.

Candidate Photograph Guidelines

- Candidate statements may also include photographs [if space allows].
- The statement may include a photograph of the candidate taken no more than two years prior to the filing of the statement.
- The photograph submitted must be taken on a light (not white) background and limited to the head and shoulders of the candidate. The resolution of the photograph should be around 300 dpi. Photographs will be printed in black and white.

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- The photograph must be submitted:
 - Via email to candidate-statements@sos.ca.gov and the files must be saved as the candidate's name (first_last.jpg example: Jon_Smith.jpg).
 - In-person/Courier Service:

California Secretary of State
1500 11th Street
Sacramento, California 95814

Elections Division drop box located in 1st floor lobby.

Building hours: Monday through Friday, 8:00 a.m. to 5:00 p.m.

In-person filings will NOT be accepted in the Secretary of State's Los Angeles office.
 - Express Delivery/Mail:

California Secretary of State
Elections Division
Attn: VIG Coordinator
1500 11th Street, Fifth Floor
Sacramento, CA 95814
- The photograph must not depict a judicial robe, uniform, or other type of apparel which could reasonably be construed as being indicative of the occupation, profession, or organizational affiliation. However, clothing or apparel required to be worn in accordance with the candidate's religious beliefs shall be acceptable. The candidate shall not wear or display, in his or her photograph, buttons, pins, insignias, emblems, any flags, other than the flag of the United States or California State flag, or other items which would indicate a specific political, professional, or occupational affiliation.

Form 501 Filing – Copy

- Form 501 Candidate Intention Statement – An original Form 501 for each candidate running for statewide office must be filed at the Secretary of State's office, Political Reform Division, 1500 11th Street, Fourth Floor - Room 495, Sacramento, CA 95814. If you wish to have your candidate statement included in the state Voter Information Guide for the California Gubernatorial Recall Election, you must file your Form 501 on or before July 16, 2021.
- A copy of a properly filed Form 501 (bearing the Secretary of State's office date stamp), which indicates the candidate's **acceptance of the voluntary expenditure limit**, must accompany the candidate statement package when submitted.

Payment for Candidate Statement

- The fee for a candidate statement to be included in the state Voter Information Guide for the California gubernatorial Recall Election is \$25.00 per word, not to exceed \$6,250.00 (250 words).
- Payment in the amount of \$25.00 per word, not to exceed \$6,250.00, must be included with the candidate statement package by check, money order, or credit card, payable to the *Secretary of State*.
- If payment is made by check, the check amount should be left blank with a note on the check indicating that the check is “Not to exceed \$6,250.00.” The Secretary of State’s office will conduct a word count to determine the cost and will forward to the candidate a copy of the executed check in the appropriate amount for their records.
- If a payment for the candidate statement is not received, or if the payment is made by a check and it does not clear the candidate’s banking institution before the end of the state Voter Information Guide public display period (August 6, 2021), the candidate statement **will not** be printed in the state Voter Information Guide.

Further Information

- The candidate statement must be filed and received by the Secretary of State’s Elections Division **no later than 5:00 p.m. on Friday, July 16, 2021**.
- The candidate statement and accompanying forms may also be submitted via email or fax before the deadline. Candidate statements and accompanying forms may be scanned and emailed to candidate-statements@sos.ca.gov or faxed to (916) 653-3214 by the deadline. The original copies of the signed forms must be received at the SOS Elections Division within 72 hours of submittal.
- The original copy of the candidate statement and accompanying forms must be mailed or delivered to:

California Secretary of State
Elections Division
Attn: VIG Coordinator
1500 11th Street - Fifth Floor
Sacramento, CA 95814
- If the Secretary of State’s Elections Division has not received a candidate statement, accompanying forms, and payment by the established deadline, the statement **will not** be printed in the state Voter Information Guide.
- Should the Secretary of State’s office disqualify any statement or photograph based on these provisions, the Secretary of State’s office shall immediately notify the

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candidate of the specific objections. The candidate may address the objections by making appropriate changes prior to the submission deadline or within 24 hours of the notification of disqualification.

- No statement filed shall be made public or shall be available for viewing by the Secretary of State's office until the state Voter Information Guide is available for public examination, pursuant to Government Code section 88006 and Elections Code section 9092.
- A filed statement may be withdrawn and resubmitted before the deadline. However, once a statement is filed and the deadline has passed, it may be withdrawn completely, but shall not be changed nor resubmitted, unless required by the Secretary of State's office.
- Every candidate statement that is to be included in the state Voter Information Guide will include a heading, consisting of the candidate's name and the candidate's qualified political party preference. If the candidate does not have a qualified political party preference, the term "no qualified party preference" will appear in the heading. The heading is not part of the candidate statement and will not count toward the 250-word count.

**California Gubernatorial Recall Election
September 14, 2021
Candidate Contact Information Form
Gubernatorial Replacement Candidates**



The following form shall be used for candidate statements submitted to the Secretary of State's office for inclusion in the state Voter Information Guide for the California Gubernatorial Recall Election. This form must be submitted to the Elections Division of the Secretary of State's office no later than 5:00 p.m. on Friday, July 16, 2021.

- A maximum of 250 words may be used. Word count standards shall be pursuant to [Elections Code section 9](#).
- The statement may not make reference to any replacement candidate (opponent of the candidate).
- The statement shall be limited to a recitation of the replacement candidate's own personal background and qualifications.
- All statements should be typewritten, double-spaced, and in standard paragraph style. Do not use bullets, tables, lists, or other material requiring indentation.
- Words that are underlined, in italics, in bold, or in all upper-case letters will be typeset in italics.
- Please refer to the section in this packet entitled "Candidate Statement Guidelines" for a complete list of requirements.

Candidate's Name: _____

Political Party Preference*: _____

The following optional information will appear with your candidate statement (**this information is not included in the 250 word count**):

Mailing Address: _____

Phone: () _____

Email: _____

Website: _____

Facebook: <https://www.facebook.com/> _____

Twitter: <https://www.twitter.com/> _____

Instagram: <https://www.instagram.com/> _____

Other: _____

***Please list your political party preference as it is reflected on your current affidavit of registration. If you are not registered with a qualified political party, your political party preference will be indicated in the Voter Information Guide as "No Qualified Party Preference."**

**California gubernatorial Recall Election
September 14, 2021
Candidate Statement and Checklist Form
Gubernatorial Replacement Candidates**



Candidate's Name: _____

Political Party Preference*: _____

***Please list your political party preference as it is reflected on your current affidavit of registration. If you are not registered with a qualified political party, your political party preference will be indicated in the Voter Information Guide as "No Qualified Party Preference."**

Please sign and attach this form to the Candidate Statement.

I, the undersigned author of the attached candidate statement hereby declare that I have read, fully understand, and will comply with the requirements contained in this packet and that the candidate statement submitted herewith is true and correct to the best of my knowledge.

Candidate Signature

Date

CHECKLIST

- Candidate Statement (typewritten and double-spaced)
- Candidate photograph (submitted via email or delivered)
- Candidate Contact Information Form
- Signed Candidate Statement and Checklist Form
- Copy of Properly Filed Form 501
- Check, Money Order, or Credit Card payable to the *Secretary of State*

IMPORTANT: Person to Contact Regarding Candidate Statement

The following information for the candidate's contact person is critical to ensure communication between the candidate and Elections Division staff. **This information will not appear in the state Voter Information Guide:**

Name: _____

Address: _____

Phone: _____ Email Address: _____

Cell: _____ Fax: _____

**California Gubernatorial Recall Election
September 14, 2021
Word Count Standards**



Each word shall be counted as one word except as specified below.

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

See [California Elections Code section 9](#)

COUNTY – 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.

All statements must be printed in English.

[Elections Code §7]

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

Filing Information

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 July 16th. 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. 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.

Candidate Statements 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.

Please note: 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

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. [Elections Code § 13307(c)]

Jurisdiction	District	English	Spanish	Tagalog
STATE				
Recall Officer Statement per CA §11327	-	\$3,405.44	\$3,557.97	\$3,557.94

How to Count the Words

(Pursuant to Elections Code § 9)

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

Each word is counted as one word except:

Description	Number of Words
<ul style="list-style-type: none"> ◆ The title and signatures of arguments, rebuttals and analyses are not counted, only the text is counted. The 75-word ballot question is counted, but the chosen letter is not. The candidate's name, age, occupation and office title is not counted. 	
<ul style="list-style-type: none"> ◆ Punctuation marks do not count. 	
<ul style="list-style-type: none"> ◆ Dictionary words The words "I", "a", "the", "and", etc. are counted as individual words. 	One
<ul style="list-style-type: none"> ◆ Abbreviations/Acronyms Examples are: <i>PTA, U.S.M.C.</i> 	One
<ul style="list-style-type: none"> ◆ Proper Nouns & Geographical names Examples are: <i>Rio Vista, Solano County and Travis Unified School District</i> 	One
<ul style="list-style-type: none"> ◆ Numbers/Numerical combinations <ul style="list-style-type: none"> ◆ Digits (1, 10, or 100, etc.) ◆ Spelled out (one, ten, or one hundred) ◆ 50%, 1/2, etc. ◆ Five hundred 	One for each One for each One Two
<ul style="list-style-type: none"> ◆ Numbers or letter used to identify a portion of text Examples are: <i>(1) or (a)</i> 	One
<ul style="list-style-type: none"> ◆ Dates <ul style="list-style-type: none"> • All digits (01/01/00) • Words and digits (January 1, 2000) 	One Two
<ul style="list-style-type: none"> ◆ Characters used in place of a word or number Examples are: & or # 	One
<ul style="list-style-type: none"> ◆ 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 <ul style="list-style-type: none"> ◆ Mother-in-law ◆ One-half 	One Two
<ul style="list-style-type: none"> ◆ Internet web site addresses & telephone numbers 	One

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

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 57th day before the election (July 19, 2021), 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.

CAMPAIGN FINANCE & DISCLOSURE

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

Background

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

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

[Government Code §§ 81000 *et seq.*]

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

[Government Code §§ 81010, 83113]

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

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

[Government Code § 81008]

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

[Government Code § 91013]

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

[Government Code § 91000]

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

In addition, if you receive contributions from others totaling \$2,000 or more for your campaign, a Statement of Organization Form 410 must be filed with the Secretary of State (and a copy to the local filing officer) within 10 days of receiving \$2,000 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 \$2,000 or more has been received. A Statement of Organization (Form 410) must be filed with the Secretary of State and a copy to the local filing officer for each committee.

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

Who must file?

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

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

- Candidates for state and local elective office.

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

Filing 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 \$10.00 for each day the statement is late. The law does not allow for extensions of the due dates for the filing of campaign statements. If you file your statement late, you must also submit a written statement explaining why it was late in order to request a waiver of your fine. However, after the filing officer has sent you a specific, written notice regarding your failure to file and if you do not file within ten days of receipt of the notice, the law precludes the filing officer from waiving any fine.

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

Use of Surplus Funds

Campaign funds held by a candidate or officeholder become “surplus” on the closing date for the post-election filing period if defeated in an election, or the date of leaving office, 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.

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

Campaign Disclosures for Federal Candidates

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

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

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

Summary of FPPC 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 \$2,000.

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 \$2,000 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 \$2,000.

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 \$2,000 or more or makes expenditures totaling \$2,000 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 \$2,000 or more or making expenditures of \$2,000 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 \$2,000 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) that 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 \$1,000 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 \$1,000 or more in the 90 days before an election;
- Committees reporting contributions of \$5,000 or more in connection with a state ballot measures;
- State candidates and state ballot measure committees that receive \$5,000 or more at any time other than a 90-day election cycle.

Please note: Candidates for **state office** must file their campaign disclosure statements with the Secretary of State. Solano County can provide you the forms, but they must be filed with:

Secretary of State
Political Reform Division
1500 11st Street, Room 495
Sacramento, CA 95814
Phone: (916) 653-6224
www.sos.ca.gov

Filing Locations

Secretary of State – Political Reform Division

Address: 1500 11th Street, 4th Floor, Room 495
Sacramento, CA 95814

Phone: 916-653-6224

California Fair Political Practices Commission (FPPC)

Address: 1102 Q Street, Suite 3000
Sacramento, CA 95811

Phone: 916-322-5660
866-275-3772

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

Fair Political Practices Commission

Please refer to the FPPC Website for filing dates:

<https://www.fppc.ca.gov/learn/campaign-rules/where-and-when-to-file-campaign-statements/when-to-file-campaign-statements-state-local-filing-schedules.html>

Fair Political Practices Commission

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

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

Additional Notes:

- ***Period Covered:** The period covered by any statement begins on the day after the closing date of the last statement filed, or January 1, if no previous statement has been filed.
- **Deadline Extensions:** Deadlines are extended when they fall on a Saturday, Sunday, or an official state holiday. This extension does not apply to any 24-hour/10 Day Independent Expenditure Report (Form 496) or to a 24-hour/10 Day Contribution Report (Form 497) that is due the weekend before the election. Such reports must be filed within 24 hours, regardless of the day of the week.
- **Where to File:** State committees file statements with the Secretary of State. Only candidate controlled committees that are **not** e-filers file paper copies with the elections official at the candidate's county of domicile.

- **Form 501:** All state candidates must file Form 501 before soliciting or receiving any contributions or before making expenditures from personal funds. A candidate may, until the deadline for filing nomination papers set forth in Section 8020 of the Elections Code, amend Form 501 to change his/her statement of acceptance or rejection of voluntary expenditure limits provided he or she has not exceeded the limits.
- **E-File:** A state committee that has received contributions or made expenditures totaling \$25,000 or more.
- **Form 460:** All state committees, including e-filers, must also file paper statements.
- **Form 470:** Candidates who do not raise or spend \$2,000 or more (or anticipate raising or spending \$2,000 or more) in 2020 and do not have an open committee may file Form 470 on or before September 24, 2020. If, later during the calendar year, the candidate raises or spends \$2,000 or more, a campaign committee must be opened and a Form 470 Supplement and a Form 410 must be filed.
- **Paper Filings:** All paper filings may be filed by first class mail unless otherwise noted.
- **Forms 496 and 497:** All reports filed online only.
- Committees making independent expenditures totaling \$1,000 or more to support or oppose other candidates or ballot measures also file:
 - Form 462: This verification form must be e-mailed to the FPPC within 10 days.
 - Form 496: This form is due within 24 hours if made in the 90-day, 24-hour reporting period of the candidate's or measure's election. Refer to the applicable filing schedule. Form 496 is filed with the filing officer in the jurisdiction of the affected candidate or measure.
- **Multiple 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. For example, a candidate for Senate listed on the November 3, 2020 ballot who maintains an Assembly officeholder committee must file pre-election statements for both committees even if the Assembly committee has not received or made payments.
- **State Contribution Limits:** Refer to the contribution limits chart on the FPPC website.
- **Penalties:** Late statements are subject to a fine of \$10.00 per day on both the paper and the e-filed version (e.g., \$20.00 per day for a late e-filed Form 460). Failure to file a statement could result in an enforcement penalty of \$5,000 per violation.

- **Public Documents:** All statements are public documents.
- **Resources:** Campaign manuals and other instructional materials are available here. Or, visit www.fppc.ca.gov > Learn > Campaign Rules.

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 § 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).

Political Advertising Disclaimers

Under California’s Political Reform Act, committees must put “paid for by” disclaimers on campaign advertising, including campaign mailers, radio and television ads, telephone robocalls, and electronic media ads. The California FPPC Political Advertising Disclaimers brochure discusses disclaimer requirements for committees that purchase advertisements or circulate material supporting or opposing a state or local candidate or ballot measure in California.

<http://www.fppc.ca.gov/content/dam/fppc/NS-Documents/TAD/Campaign%20Documents/CampaignAdvertisementDisclosure/Political%20Advertisement%20Disclaimers%20Final.pdf>

The following pages contain the FPPC's Political Advertising Disclaimer Charts showing the disclaimer requirements for communications for Candidates and Ballot Measures. You can download the file at <http://www.fppc.ca.gov/>.

Candidates

1. Communications by Candidate Committees for their own Election
2. Independent Expenditure Ads on Candidates

<http://www.fppc.ca.gov/learn/campaign-rules/campaign-advertising-requirements-restrictions.html>

Political Advertising Disclosures

1. Communications by Candidate Committees for their own Election

The disclosure must include, unless otherwise noted: “Paid for by *committee name*”

Examples: “Paid for by Jones for Assembly 20XX”
 “Paid for by Friends of Smith for Mayor 20XX”

Communication	Disclosure and Manner of Display
<p>All mass mailings – more than 200 substantially similar pieces of mail sent within a calendar month</p>	<ul style="list-style-type: none"> • Candidate’s committee name and address (on file with Form 410) on outside of mailing (if no Form 410 on file, use candidate’s name and address) • “Paid for by” must be in the same color and font as the committee name and address and immediately in front of or above the name and address • If sent by more than one candidate or committee: <ul style="list-style-type: none"> ○ Also on at least one insert in the mailing • No less than 6-point type and in a contrasting print or color • Return envelopes (if included in solicitation) – committee’s name, address and ID number are recommended but not required
<p>All mass electronic mail – more than 200 substantially similar emails sent within a calendar month</p>	<ul style="list-style-type: none"> • “Paid for by [name of candidate or committee]” must be in at least the same size font as a majority of the text (no address is required on mass electronic mailings)
<p>Newspaper ads</p>	<ul style="list-style-type: none"> • Refer to the Elections Code for newspaper ad disclosure requirements

Candidate Committee Communications for their own Election

Communication	Disclosure and Manner of Display
<p>Telephone calls advocating candidate's own election - 500 or more calls similar in nature and made by:</p> <ul style="list-style-type: none"> • Vendors ("robo" calls); or • Paid individuals other than the candidate, campaign manager or volunteers 	<ul style="list-style-type: none"> • Must identify the candidate's committee that authorized or paid for the call or an organization authorizing the call that files campaign reports • Must state that the call is "paid for by" or "authorized by" the identified candidate or organization <ul style="list-style-type: none"> ○ <i>Examples: This call was paid for by Senator Jones;</i> <i>This call was authorized by [name of committee]</i> • Any time during the call • No ID required on telephone calls personally dialed by candidate, campaign manager or volunteers
<p>Radio and television ads</p>	<ul style="list-style-type: none"> • Radio: "Ad paid for by" followed by name of committee as it appears on most recent Form 410 at the beginning or end of advertisement read in a clearly spoken manner with pitch and tone substantially similar to the rest of advertisement. • Television: "Ad paid for by" followed by name of committee as it appears on most recent Form 410 shown for at least four seconds. Letters must be in a type size greater than or equal to four percent of the height of the screen. If the television ad is shorter than the required disclosure display time, the disclosure may be displayed for the length of the advertisement.

Candidate Committee Communications for their own Election

Communication	Disclosure and Manner of Display
<p>Electronic media ads (non-social media) (Websites, blogs, graphics, images, animated graphics, or animated images.)</p> <p>Social media ads</p>	<ul style="list-style-type: none"> • “Paid for by <i>committee name</i>” and committee ID number are recommended but not legally required • “Ad paid for by,” disclosure in a contrasting color that is easily readable by the average viewer and in no less than 10-point font on the cover or header photo committee’s profile, landing page, or similar location; disclosures are not required on each individual post or comment. • The disclosures must be visible on the cover or header photo when the profile, landing page, or similar location is viewed from any electronic device that is commonly used to view this form of electronic media including, but not limited to, a computer screen, laptop, tablet or smart phone. If this is impracticable only a hyperlink, icon, button, or tab to an internet website containing the required “Ad paid for by,” disclosure is permissible. • Not required when the only expense or cost of the communication is compensated staff time unless the social media account was created only for the purpose of ads under the Act.
<p>Billboards, signs (including yard signs), faxes, business cards, door hangers, flyers, and posters</p>	<ul style="list-style-type: none"> • “Paid for by <i>committee name</i>” and committee ID number are recommended but not legally required

Candidate Committee Communications for their own Election

Communication	Disclosure and Manner of Display
Text messages sent using mass distribution technology	<ul style="list-style-type: none"> • “Paid for by” or “With” followed by the name of the candidate followed by “For” followed by the name of the office sought. • If “With” is used: <ul style="list-style-type: none"> • The individual sending the text shall identify themselves by including: “(name of the individual) with (name of the candidate) for (name of elective office.)” • A disclosure using “With” may appear anywhere in the text message, including conversational content, and need not appear as a separate statement apart from the content of the message. • For text message exchanges consisting of a sequence of multiple text messages sent on the same day the disclosure is only required on the first text message in the sequence that supports or opposes a candidate or measure. • Text required to be included in a text message must be in a color that reasonably contrasts with the background on which it appears and in a font size that is readable by the average viewer.

The information on this chart does not carry the force of law. If there are any discrepancies between the chart and the Act or its corresponding regulations and opinions, the Act and its regulations and opinions will control. Communications made by a candidate to support or oppose a ballot measure or other candidates are not addressed in this chart.

References: [Government Code Sections](#): 82041.5, 84305, 84310, 84502, 84504.2, 84504.3, 84504.4
[Title 2 Regulations](#): 18435, 18450.4, 18440

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.

Solano County Code Regarding Campaign Signs

Sec. 28.96.70 (D)(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
 P.O. BOX 942874, MS-36
 SACRAMENTO, CA 94274-0001
 PHONE (916) 654-6473
 FAX (916) 651-9359
 TTY 711
www.dot.ca.gov



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, and 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

ODA-0027

"Provide a safe, sustainable, integrated and efficient transportation system to enhance California's economy and livability"

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

ELECTION DAY PROHIBITIONS

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

Electioneering Near Polling Place

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

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

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

Electioneering During Vote by Mail Voting

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

[Elections Code § 18371]

Solicitation Dissuading Persons From Voting

Within 100 feet of a polling place, no person shall, with the intent of dissuading another person from voting, speak to a voter about marking their ballot or place a sign or about their qualifications to vote, or photograph or record a voter entering or exiting a polling place.[Elections Code § 18541]

Offering / Accepting Rewards For Voting

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

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

Exit Polling

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

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

REGISTRATION AND VOTE BY MAIL

2021 California Gubernatorial Recall Election

Registration Deadline

August 30, 2021 is the last day to register to vote for the 2021 California Gubernatorial Recall Election.

Election Day

Election Day is Tuesday, September 14, 2021; the polls will be open from 7:00 a.m. to 8:00 p.m.

Vote by Mail Information

The in-person Vote by Mail voting period begins 29 days prior to the election, on August 16, 2021. Please note that the Registrar of voters typically sends ballots to voters between July 21st and August 16th.

Note: For this election, all active, registered voters will be sent a Vote by Mail ballot, without needing to complete a Vote by Mail application

Application for a Vote by Mail Ballot

Until August 31, voters can request that the Registrar of Voters office mail them a Vote by Mail ballot.

- 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 handwritten request with their name, date of birth, residence address, mailing address if any, and signature to the Registrar of Voters.
- A voter can request a ballot via phone call to the Registrar of Voters office. Only the registered voter himself or herself may apply for a Vote by Mail ballot. The voter will need to provide identifying information including first and last name, date of birth, residence address and mailing address if any. A signature will not be required. **It is a criminal offense for any person other than the voter to request a ballot on behalf of the voter.**

The last day to request a Vote by Mail ballot to be sent via mail is September 7, 2021.

Issuing Ballots

If available, ballots for permanent Vote by Mail voters may be mailed between 45-days (July 31, 2021) and 29-days (August 16, 2021) before the election. Check with the Registrar's Office for exact dates. No application or request is needed if you already registered as a permanent Vote by Mail voter.

Starting 29-days (August 16, 2021) before the election, voters who haven't previously been sent a ballot may request a Vote by Mail ballot prior to 5:00 p.m. September 7, 2021 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. September 7, 2021 will not be mailed to the voter. As of September 8th, voters may come in to 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.

Returning a Vote by Mail ballot

A Vote by Mail voter who was issued a ballot for the election may return their ballot by mail, in person to the Solano County Registrar of Voters office, to any of the official designated drop off locations or to any polling place in Solano County on Election Day.

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.

Please Note: In order to be counted, all hand delivered voted Vote by Mail ballots must be received by the county elections official no later than the close of the polls on Election Day.

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

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

[Elections Code § 3020]

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 elections code allows that the Registrar of Voters begin processing Vote by Mail ballots 10 business days before the election, September 04, 2021.

§ 15101(b)(c)

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

(b) Any jurisdiction having the necessary computer capability may start to process Vote by Mail ballots on the 10th business day before the election. Processing Vote by Mail ballots includes opening Vote by Mail ballot return envelopes, removing ballots, duplicating any damaged ballots, and preparing the ballots to be machine read, or machine reading them, but under no circumstances may a vote count be accessed or released until 8:00 p.m. on the day of the election. All other jurisdictions shall start to process Vote by Mail ballots at 5:00 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 and supplies to their collection 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 semi-final 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 30 days to complete the final, official canvass and certify the results of the election. This provision of the law recognizes the complexity of completing the ballot count and conducting a thorough audit of the election results to ensure accuracy. 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.** Can I use 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.

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

The Secretary of State will provide a public candidate filing list on their website. The nomination period closes at 5:00 p.m. on July 16, 2021. The certified list from the Secretary of State's office will be available by July 21, 2021.

- 3.** 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.

- 4.** 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 p.m. of the next working day after the close of the nomination period. (5:00 p.m. Friday, July 16, 2021)

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

Yes, provided that the candidate authorization form is completed. 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 elections official of the county of the candidate's residence by 5:00 p.m. on the close of the Nomination Period, which in this case it July 16, 2021. That statement shall be retained by the elections official.

- 6.** 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 or directly when possible.

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.

7. 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.

8. 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.

9. 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.

10. 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.

11. 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.

12. Can my spouse, relative, friend, or campaign manager pick up or drop off my Vote by Mail ballot for me?

If the voter is unable to come to our office to pick up their Vote by Mail ballot he or she 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.

If a Vote by Mail voter is unable to return the ballot, he/she 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.

13. I don't have a computer or camera to do a video conference call. How do I complete my paperwork?

Our office can mail the forms with some instructions to you to start the process ahead of time. Once completed, forms can be mailed to us, but keep in mind they need to be returned and fully completed before the deadline. We will also need to set an appointment to collect your signature on the Declaration of Candidacy form. Please call us at (707) 784-6675 for more information.

14. Do I have to get my paperwork notarized?

Only the Declaration of Candidacy needs to be notarized or witnessed by an elections official, which can be done by scheduling an in-person meeting, or a no-contact video conference. Please contact us for more information at 707-784-6675, or ROVCandidateservices@solanocounty.com for more information.

15. Can I make an appointment to come into the office to complete my paperwork once the preliminary forms have been completed?

Yes, there is an appointment scheduler on our website:

<https://www.solanocounty.com/depts/rov/default.asp>

16. Do I have to come into the office to drop off my paperwork?

No, Paperwork can be scanned in and emailed to us at ROVCandidateServices@SolanoCounty.com, or can be mailed to:

Registrar of Voters
Attn: Candidate Services
675 Texas St, Suite 2600
Fairfield, CA 94533

Note that the original, signed forms must be received in our office no later than 5:00 p.m. July 17, 2021.

17. Can I email my paperwork?

Yes! Please scan in paperwork with a wet signature (a non-digital signature) and return via email to ROVCandidateServices@SolanoCounty.com. The original, signed forms must be received in our office no later than 5:00 p.m. Friday, July 16, 2021.

18. Who do I call or email if I need help?

If you need help, please email us at ROVCandidateServices@SolanoCounty.com or call us at (707) 784-6675.

19. In what order do I file my forms?

Please use the chart on page 5 for the required forms vs. the optional forms. The downloadable fillable form will walk you through the best order, although the order of documents does not matter.

20. How do I fill out and file my FPPC forms? Which forms do I need?

Please refer to the FPPC website for advice on which forms you need and advice on filling out these forms: <http://www.fppc.ca.gov/>. You can submit your forms to us by email at ROVCandidateServices@SolanoCounty.com.

21. When are my FPPC forms due?

Please refer to the FPPC website for filing deadlines: <http://www.fppc.ca.gov/learn/campaign-rules/where-and-when-to-file-campaign-statements/when-to-file-campaign-statements-state-local-filing-schedules.html>

APPENDIX A - ELECTION CALENDAR

California Gubernatorial Recall Election

September 14, 2021

The information contained in this calendar comes from research and opinions of the staff at the Solano County Registrar of Voters office. The contents of this calendar and any legal explanations contained here are not to be relied upon as being correct either truthfully or as legal opinion. Do not rely on the content without approval of your counsel.

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 3, 2020. 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.

FINAL deadlines are noted as such.

Thank you for your cooperation.

PLEASE REFER TO THE FPPC FOR FILING DEADLINES.

<https://www.fppc.ca.gov/>

<p>July 01, 2021 (E-75)</p>	<p style="text-align: center;">LIEUTENANT GOVERNOR'S PROCLAMATION</p> <p>On this date, the Lieutenant Governor shall issue a proclamation calling for a Recall Election.</p> <p style="text-align: right;">§ 12000</p>
<p>July 01, 2021 to July 06, 2021 (E-75 to E-70)</p>	<p style="text-align: center;">SIGNATURES IN LIEU OF FILING FEES</p> <p>Period in which candidates for Governor may obtain forms from county elections officials for circulating petitions to secure signatures in lieu of all or part of the filing fee. Signatures may also be applied to the nomination signature requirements for the office.</p> <p style="text-align: right;">Gov. Code §§ 8020(b), 8061, 8105, 8106(b)</p>
<p>July 01 to July 16, 2021 (E-75 to E-60) Date designated by Secretary of State</p>	<p style="text-align: center;">CANDIDATE STATEMENTS IN THE STATE VOTER INFORMATION GUIDE</p> <p>Between these dates, U.S. Senate and State Constitutional candidates may purchase a space for a 250-word candidate statement in the official state voter information guide.</p> <p style="text-align: right;">Gov. Code § 85601(b)</p>
<p>July 06, 2021 (E-70)</p>	<p style="text-align: center;">LAST DAY FOR SIGNATURE-IN-LIEU OF FILING FEE PERIOD FOR ALL CANDIDATES</p> <p>Last day for all candidates to turn in their petitions to the county elections official of the county in which the petition signers reside and are registered to vote.</p> <p style="text-align: right;">§ 8105, 8106</p>
<p>July 09 to July 16, 2021 (E-67 to E-60)</p>	<p style="text-align: center;">CANDIDATE NOMINATION PERIOD</p> <p>All candidates may file nomination forms with the county elections official during this period. The filing fees for all candidates shall be paid at the time the candidates obtain their nomination forms from the county elections official. All filing fees are non-refundable.</p> <p>Note: No candidate may file for more than one office at a time.</p> <p style="text-align: right;">§§ 8105, 10510, 13307, 13311</p>

<p>July 09 to July 16, 2021 (E-67 to E-60)</p>	<p style="text-align: center;">STATEMENT OF ECONOMIC INTEREST, FORM 700</p> <p>Between these dates, candidates filing their Declaration of Candidacy must also file the statements of economic interests disclosing:</p> <ul style="list-style-type: none"> • Investments • Interests in real property • And any income received during the past 12 months. <p>Note: The statement is not required if the candidate has filed one within the past 60 days for the same jurisdiction.</p> <p style="text-align: right;">Gov. Code §§ 87200, 87201, 87500</p>
<p>July 09 to July 16, 2021 (E-67 to E-60)</p>	<p style="text-align: center;">GOVERNOR CANDIDATES — TAX RETURNS AND WRITTEN CONSENT AND ACKNOWLEDGEMENT FORM — DEADLINE</p> <p>On or before this date, a candidate for the office of governor, in order to appear on the ballot, must file with the Secretary of State's office, two versions (one redacted and one unredacted) of every income tax return the candidate filed with the Internal Revenue Service (IRS) in the five most recent taxable years. The candidate shall redact information pursuant to Elections Code section 8903.</p> <p style="text-align: right;">Gov. Code §§ 8902, 8903</p> <p>The candidate must also sign and file with the Secretary of State's office a written consent and acknowledgement form granting the Secretary of State permission to publicly release the redacted version of the candidate's tax return.</p> <p style="text-align: right;">§ 8903(a)</p>
<p>July 31, 2021** By Statute</p>	<p style="text-align: center;">SEMI-ANNUAL CAMPAIGN STATEMENT (FPPC)</p> <p>Last day to file semi-annual campaign disclosure statements for the period between January 1, 2021 and June 30, 2021, if required, for all ballot measure committees, all candidates and their controlled committees, and all committees primarily formed to support or oppose such candidates or measures being voted upon in the election.</p> <p style="text-align: right;">Gov. Code §§ 84200, 84218</p>
<p>July 17, 2021 (E-59)</p>	<p style="text-align: center;">CANDIDATE STATEMENTS IN THE STATE VOTER INFORMATION GUIDE DEADLINE</p> <p>Last day statewide U.S. Senate candidates may purchase space for a 250-word candidate statement in the official state voter information guide. Contact the Secretary of State for further information.</p> <p style="text-align: right;">Gov. Code § 85601(a)</p>

<p>July 17, 2021 (E-59)</p>	<p style="text-align: center;">CHANGE OF CANDIDATE'S DESIGNATION ON BALLOT</p> <p>Last day that any candidate may request in writing a different ballot designation than that used at the primary election. The written request shall be accompanied by a ballot designation worksheet. This request should be made to both the Secretary of State and the county elections official.</p> <p style="text-align: right;">Cal. Code Reg., tit. 2, § 20711(e); § 13107(e)</p>
<p>July 01 to September 14, 2021 (E-75 – E-0)</p>	<p style="text-align: center;">24-HOUR CONTRIBUTION REPORT</p> <p>State and local committees making or receiving contribution(s) that total in the sum of \$1,000 or more in the 90 days before an election:</p> <ul style="list-style-type: none"> • Committees reporting contributions of \$5,000 or more in connection with a state ballot measure. • State candidates and state ballot measure committees that receive \$5,000 or more at any time other than a 90-day election cycle. <p>File Form 497 within 24 hours of receiving or making contribution(s) of \$1,000 or more.</p> <p>File Form 497 by fax, guaranteed overnight delivery, or personal delivery. <i>Regular mail may not be used.</i></p> <p style="text-align: right;">Govt. Code §§ 82036, 84203, 84203.3, 85204, 85309</p>
<p>July 01 to September 14, 2021 (E-75 – E-0)</p>	<p style="text-align: center;">24-HOUR INDEPENDENT EXPENDITURE REPORT</p> <p>Independent expenditures that total in the sum of \$1,000 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 before 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>File Form 496 by fax, guaranteed overnight delivery, or personal delivery. <i>Regular mail may not be used.</i></p> <p>Please Refer to https://www.fppc.ca.gov/</p> <p style="text-align: right;">Gov. Code §§ 82036.5, 84204, 85204</p>

<p>July 16, 2021 (E-60)</p> <p>[Date designated by Secretary of State]</p>	<p>LAST DAY FOR THE CANDIDATE NOMINATION PERIOD – ALL CANDIDATES</p> <p>This is the last day that all candidates running for office, including judicial offices of the superior court, may file nomination forms with the county elections official.</p> <p>§§ 8020 (b) (c), 10510</p>
<p>July 16, 2021 (E-60)</p> <p>[Date designated by Secretary of State]</p>	<p>CANDIDATE INTENTION STATEMENT — DEADLINE IF PURCHASING SPACE FOR CANDIDATE STATEMENT IN STATE VOTER INFORMATION GUIDE</p> <p>Last day for candidates for Governor to file the Candidate Intention Statement (Form 501) agreeing to accept the voluntary expenditure limits in order to purchase space for a 250-word statement in the official state Voter Information Guide.</p> <p>Please Refer to https://www.fppc.ca.gov/</p> <p>Gov. Code §§ 85200, 85400, 85401</p>
<p>July 16, 2021 (E-60)</p> <p>[Date designated by Secretary of State]</p>	<p>POLITICAL PARTY ENDORSEMENTS — DEADLINE</p> <p>Last day for the party chairperson of any qualified political party to submit to the county elections official a list of all candidates for voter-nominated office who will appear on any ballot in the county in question and who have been endorsed by the party. The county elections official shall print any such list that is received timely in the county voter information guide.</p> <p>Gov. Code § 13302(b)</p>
<p>July 19, 2021 @ 11:00 a.m. (E-57)</p>	<p>RANDOMIZED ALPHABET DRAWING</p> <p>Secretary of State draws a random alphabet to determine the order of candidates on the ballot for offices.</p> <p>The county elections official conducts a random alphabet drawing to determine the order of candidates on the ballot for the State Senate and Assembly.</p> <p>§§ 13111, 13112</p>

<p>July 21, 2021 (E-55)</p>	<p style="text-align: center;">CERTIFIED LIST OF CANDIDATES AND ROTATION LIST</p> <p>Last day for the Secretary of State to prepare and send to each county elections official a certified list of candidates showing the name of every person eligible to receive votes within the county.</p> <p style="text-align: right;">§§ 8120, 8125</p>
<p>July 16 to July 26, 2021 (E-60 to E-50)</p>	<p style="text-align: center;">REPORT OF REGISTRATION – 60-DAY REPORT</p> <p>During this period, each county elections official shall prepare to send to the Secretary of State a summary statement of the number of persons registered by party affiliation, by county, and by each political subdivision.</p> <p style="text-align: right;">§ 2187(a)(c)(5)</p>
<p>July 16 to July 31, 2021* (E-60 to E-45)</p>	<p style="text-align: center;">MILITARY OR OVERSEAS VOTER BALLOT APPLICATIONS</p> <p>County election officials shall process applications and send ballots to military or overseas voters no earlier than 60 days but not later than 45 days before the election.</p> <p style="text-align: right;">§§ 300(b), 3105(b)(1)</p>
<p>July 19 to August 31, 2021 (E-57 to E-14)</p>	<p style="text-align: center;">STATEMENT OF WRITE-IN CANDIDACY AND NOMINATION PAPERS</p> <p>Between these dates, write-in candidates must file their nomination papers and statement of write-in candidacy with the county elections official.</p> <p>NOTE: There are no write-in candidates allowed for voter-nominated offices on the general election ballot.</p> <p style="text-align: right;">§ 8601, 8606</p>
<p>July 31 to August 16, 2021 (E-45 to E-29)</p>	<p style="text-align: center;">WINDOW OF VOTE BY MAIL BALLOT MAILING</p> <p>If Available, starting on this date, the Registrar of Voters may begin mailing vote by mail ballots to voters. Check with the Registrar of Voters for Exact Date.</p>

<p>August 05, 2021</p> <p>(E-40)</p> <p>By Statute</p>	<p style="text-align: center;">FIRST PRE-ELECTION STATEMENT (FPPC)</p> <p>Last day to file campaign statements for candidates and committees covering the period July 10, 2021 to July 31, 2021.</p> <p style="text-align: right;">Gov. Code § 84200.5</p> <p>Please Refer to https://www.fppc.ca.gov/</p>
<p>TBD</p> <p>To</p> <p>August 24, 2021</p> <p>(TBD to E-21)</p>	<p style="text-align: center;">STATE BALLOT PAMPHLETS MAILING</p> <p>Between these dates the Secretary of State shall mail state ballot pamphlets to registered voters.</p> <p style="text-align: right;">§ 9094</p>
<p>August 02, 2021</p> <p>(E-43)</p> <p>[Date set by law]</p>	<p style="text-align: center;">SEMI-ANNUAL CAMPAIGN STATEMENT</p> <p>Last day to file semi-annual campaign disclosure statements for the period ending June 30, 2021 for all ballot measure committees, all candidates and their controlled committees, and all committees primarily formed to support or oppose such candidates or measures being voted upon in the election.</p> <p>Please Refer to https://www.fppc.ca.gov/</p> <p style="text-align: right;">Gov. Code §§ 84200, 84218</p>
<p>August 16</p> <p>to</p> <p>September 07, 2021</p> <p>(E-29 to E-7)</p>	<p style="text-align: center;">IN-PERSON EARLY VOTING/VOTE BY MAIL VOTING PERIOD</p> <p>Vote by Mail period for the 2021 California gubernatorial Recall Election.</p> <p style="text-align: right;">§§ 3001, 3003</p>
<p>August 30, 2021</p> <p>(E-15)</p>	<p style="text-align: center;">CLOSE OF VOTER REGISTRATION</p> <p>Last day to register to vote for the General Election. The voter registration form must be either mailed (postmarked by this date) or delivered to the county elections official by this date.</p> <p>Last day for military or overseas voters to register to vote and request a Vote by Mail ballot.</p> <p>NOTE: 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 style="text-align: right;">§§ 300(b), 2102, 2107, 3102</p>

<p>August 25, 2021 (E-20)</p>	<p style="text-align: right;">REPORT OF REGISTRATION</p> <p>On or before this date, each county elections official shall prepare to send to the Secretary of State a summary statement of the number of persons registered by party affiliation, by county, and by each political subdivision. This report is based on the number of persons registered as of July 16, 2021 (E-60).</p> <p style="text-align: right;">§ 2187(a) & (c)(6)</p>
<p>September 04, 2021 (E-10)</p>	<p style="text-align: right;">PROCESSING VOTE BY MAIL BALLOTS</p> <p>Processing of Vote by Mail ballots may commence on the 10th 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>August 31 to September 14, 2021 (E-14 to E-0)</p>	<p style="text-align: right;">NEW CITIZENS REGISTRATION</p> <p>Registration for new citizens begins the 14th day prior to an election and ends on election day. A new citizen registering to vote after the close of registration shall provide the county elections official with proof of citizenship prior to voting, and shall declare that he or she has established residency in California. New citizens vote a regular Vote by Mail ballot.</p> <p style="text-align: right;">§§ 331, 3500, 3501, 3502</p>

<p>August 31 to September 14, 2021</p> <p>(E-14 to E-0)</p>	<p style="text-align: center;">MILITARY OR OVERSEAS VOTERS – LATE CONDITIONS</p> <p>An unregistered military or overseas voter who was released from service after August 30, 2021 (E-15), the close of registration, and who has returned to his or her county of residence may apply in person to register with the county elections official and vote in the election. Documentary proof of release from service is required. On or before the day of the election the county elections official shall deliver to the precinct board a list of military or overseas voters registered under Section 3108.</p> <p>Any registered military or overseas voter who has returned to their county of registration on or before this day and to whom a Vote by Mail ballot has been mailed but not voted may apply for a second Vote by Mail ballot. The elections official shall require him or her to sign an authorization to cancel the Vote by Mail ballot previously issued and shall then issue another vote- by-mail ballot to the voter or certify to the precinct board that the voter is eligible to vote in the precinct polling place of his or her residence.</p> <p style="text-align: right;">§§ 300(b), 321, 3108</p>
<p>September 02, 2021</p> <p>(E-12)</p> <p>By Statute</p>	<p style="text-align: center;">SECOND PRE-ELECTION STATEMENT</p> <p>The last day to file campaign statements for candidates and committees covering the period from September 03, 2021 to October 17, 2020.</p> <p style="text-align: right;">Gov. Code § 84200.5</p> <p>Please Refer to https://www.fppc.ca.gov/</p>
<p>September 03, 2021</p> <p>(E-11)</p>	<p style="text-align: center;">CERTIFIED LIST OF WRITE-IN CANDIDATES</p> <p>The Secretary of State will prepare and send to county elections officials a certified list of write-in candidates showing the name and address of every write-in candidate eligible to receive votes at the election.</p>
<p>September 04, 2021*</p> <p>(E-10)</p>	<p style="text-align: center;">PUBLICATION OF TALLY CENTER LOCATION</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 at least once in a newspaper of general circulation in the county.</p> <p style="text-align: right;">§ 12109</p>

<p>September 04, 2021* (E-10)</p>	<p>STATE VOTER INFORMATION GUIDE SUPPLEMENTAL MAILING BY COUNTY -- DEADLINE</p> <p>On or before this date, county elections officials to mail state Voter Information Guides to voters who registered between August 16 and September 04, 2021.</p> <p style="text-align: right;">§ 9094(c)</p>
<p>September 04, 2021* (E-10)</p>	<p>COUNTY VOTER INFORMATION GUIDE AND POLLING PLACE NOTICE MAILING — DEADLINE</p> <p>Last day for the county elections official to mail a county voter information guide and a polling place notice, which includes any vote centers, to each registered voter who registered at least 29 days before the election, unless the voter has opted to receive them electronically. The polling place notice may state whether the polling place is accessible to the physically handicapped.</p> <p style="text-align: right;">§§ 11324, 13300.7, 13303, 13304, 13305, 14282</p>
<p>September 07, 2021 (E-7)</p>	<p>PUBLICATION OF POLLING PLACES AND PRECINCT BOARDS</p> <p>Publish one time, in a newspaper of general circulation, a list of polling places. Post the names of precinct officials.</p> <p style="text-align: right;">§§ 12105, 12105.5</p>
<p>September 07, 2021 (E-7)</p>	<p>VOTE BY MAIL BALLOT APPLICATION</p> <p>Last day for the county elections official to receive any voter's application for a vote by mail ballot and to mail such ballot for the Recall Election.</p> <p style="text-align: right;">§ 3001</p>

<p>September 08 to September 13, 2021 (E-6 to E-1)</p>	<p style="text-align: center;">MILITARY OR OVERSEAS VOTER – RECALLED TO MILITARY SERVICE</p> <p>On or between these dates, a registered military or overseas voter recalled to military service after September 07, 2021 but before 5:00 p.m. on September 13, 2021 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>September 08 to September 14, 2021 (E-6 to E-0)</p>	<p style="text-align: center;">VOTE BY MAIL BALLOTS – LATE CONDITIONS</p> <p>Voters unable to go to the polls because of illness or disability or because they will be absent from their precinct on election day may:</p> <ul style="list-style-type: none"> • Come to the county elections department and receive a vote-by-mail ballot over the counter. • Voters may designate, in writing, a representative to bring the Vote by Mail ballot to them. • The voter may either personally or through an authorized representative return the ballot to the elections department or any polling place in the county. <p style="text-align: right;">§ 3021</p>
<p>September 14, 2021 (E-0)</p>	<p style="text-align: right;">ELECTION DAY</p> <p>Polls open at 7:00 a.m. and close at 8:00 p.m.</p> <p style="text-align: right;">§§ 1000, 14212</p>

<p>September 14, 2021</p> <p>(E-0)</p>	<p style="text-align: center;">MILITARY OR OVERSEAS VOTERS – LATE CONDITIONS</p> <p>Last day an unregistered military or overseas voter who was released from service after August 30, 2021 (E-15), the close of registration, and who has returned to his or her county of residence may apply in person to register with the county elections official and vote in the election. Documentary proof of release from service is required. On or before the day of the election the county elections official shall deliver to the precinct board a list of military or overseas voters registered under Section 3108.</p> <p>Any registered military or overseas voter who has returned to their county of registration on or before this day and to whom a Vote by Mail ballot has been mailed but not voted may apply for a second Vote by Mail ballot. The elections official shall require him or her to sign an authorization to cancel the Vote by Mail ballot previously issued and shall then issue another Vote by Mail ballot to the voter or certify to the precinct board that the voter is eligible to vote in the precinct polling place of his or her residence.</p> <p style="text-align: right;">§§ 300(b), 321, 3108</p>
<p>September 13, 2021</p> <p>(E-1)</p>	<p style="text-align: center;">24 HOUR PAYMENT REPORT (SLATE MAILER ORGANIZATIONS)</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 ballot 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 Slate Mailer Late Payment Report (Form 498).</p> <p style="text-align: right;">Gov. Code §§ 84203, 84220, 85204</p>
<p>September 14, 2021</p> <p>(E-0)</p>	<p style="text-align: center;">24 HOUR STATEMENT OF ORGANIZATION (FORM 410) – RECIPIENT COMMITTEES AND SLATE MAILER ORGANIZATIONS</p> <p>A recipient committee or slate mailer organization that qualifies during the 90 days prior to an election in which it must file pre-election statements must file a Statement of Organization Recipient Committee (Form 410) within 24 hours of qualification with the filing officer who will receive the committee's original disclosure statements by personal delivery, facsimile transmission, or guaranteed overnight delivery.</p> <p style="text-align: right;">Gov. Code §§ 84101, 84108</p>

<p>September 14, 2021 to September 17, 2021 (E-0 to E+3)</p>	<p style="text-align: center;">RECEIVING OF VOTE BY MAIL BALLOTS</p> <p>During this period, ballots that are being delivered to the polling place must be received by 8:00 p.m. on election day.</p> <p>Ballots that are mailed must be postmarked on or before September 14, 2021 and must be received by our office no later than September 17, 2021.</p> <p style="text-align: right;">§ 3017, 3020</p>
<p>September 16, 2021 (E+2)</p>	<p style="text-align: center;">OFFICIAL CANVASS OF THE RETURNS</p> <p>The official canvass of returns shall commence no later than the first Thursday following the election.</p> <p style="text-align: right;">§ 15301</p>
<p>September 21, 2021 (E+7)</p>	<p style="text-align: center;">MAILED VOTE-BY-MAIL BALLOTS — LAST DAY TO BE COUNTED</p> <p>Any vote-by-mail ballot cast shall be deemed timely if it is received by the elections official via the United States Postal Service or a bona fide private mail delivery company no later than seven days after Election Day and either of the following is satisfied: 1) the ballot is postmarked on or before Election Day or is time stamped or date stamped by a bona fide private mail delivery company on or before Election Day, or 2) if the ballot has no postmark, a postmark with no date, or an illegible postmark, the vote-by-mail ballot identification envelope is date stamped by the elections official upon receipt of the vote-by-mail ballot from the United States Postal Service or a bona fide private mail delivery company, and is signed and dated pursuant to Section 3011 on or before Election Day.</p> <p style="text-align: right;">§§ 1605(d), 3017, 3020(b), (c)</p>

<p>October 05, 2021 (E+14)</p>	<p>VOTE-BY-MAIL BALLOTS — DEADLINE TO CURE MISMATCHED SIGNATURE ON ENVELOPE ON IDENTIFICATION ENVELOPE OR UNSIGNED IDENTIFICATION</p> <p>Last day for a county elections official to receive from a voter, whose signature on their vote-by-mail identification envelope did not match with their signature on their voter record, a "signature verification statement;" this statement can be submitted in person, or by mail, email or fax.</p> <p style="text-align: right;">§ 3019(d)(4)</p> <p>Last day for a voter who did not sign the vote-by-mail ballot identification envelope to either sign the identification envelope at the office of the county elections official or complete and submit an "unsigned ballot statement" in person to the county elections official, or by mail, email or fax.</p> <p style="text-align: right;">§ 3019(e)(1)</p>
<p>October 14, 2021 (E+30)</p>	<p>COMPLETION OF THE OFFICIAL CANVASS BY ELECTIONS OFFICE</p> <p>The official canvass must be completed within 30 days of the election.</p> <p style="text-align: right;">§§ 15372</p>
<p>October 22, 2021 (E+38) [Suggested Date]</p>	<p>CERTIFICATE OF ELECTION</p> <p>Secretary of State shall issue a certificate of election to the elected candidate if the recall election is successful.</p> <p style="text-align: right;">§§ 8147, 15504</p>
<p>October 15, 2021 E+31</p>	<p>STATEMENT OF RESULTS TO SECRETARY OF STATE</p> <p>By this date, the county elections official shall send to the Secretary of State, in an electronic format, one complete copy of the election returns for all candidates.</p> <p style="text-align: right;">§§ 15374, 15375</p>
<p>October 22, 2021 E+38</p>	<p>STATEMENT OF THE VOTE</p> <p>Last day for the Secretary of State to prepare, certify, and file a statement of the vote from the compiled election returns and post to the Secretary of State's website.</p> <p style="text-align: right;">§ 15501</p>

<p>January 31, 2022</p> <p>By Statute</p>	<p>SEMI-ANNUAL CAMPAIGN STATEMENT (FPPC)</p> <p>Last day to file semiannual campaign statements for candidates, committees, and slate mailer organizations.</p> <p>Please Refer to https://www.fppc.ca.gov/</p> <p>Gov. Code §§ 84200, 84218</p>
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* The legal date falls on a holiday or weekend when our office is closed BUT the deadline will not move.

** The legal date falls on a weekend or public holiday. Deadline moves forward to the next business day

LETTER FROM SECRETARY OF STATE DR. SHIRLEY N. WEBER

SHIRLEY N. WEBER, Ph.D. | SECRETARY OF STATE | STATE OF CALIFORNIA
ELECTIONS DIVISION
1500 11th Street, 5th Floor, Sacramento, CA 95814 | Tel 916.657.2166 | Fax 916.653.3214 | www.sos.ca.gov

**September 14, 2021, California Gubernatorial Recall Election
Official Election Information**

This message contains important information and instructions for the September 14, 2021, California Gubernatorial Recall Election replacement candidates. The candidate must file with the Secretary of State:

Signed Income Tax Return Disclosure Consent and Acknowledgement Form

Two hard-copies (one redacted and one unredacted) of each income tax return the candidate filed with the Internal Revenue Service from the last five (5) years (2016, 2017, 2018, 2019, and 2020).

Income Tax Return Filing and Consent Form Deadline

Candidates must file directly with the Secretary of State the consent form and all required income tax returns by July 16, 2021 by 5:00 p.m. PST. This means all required income tax returns must be received by the Secretary of State by the deadline using one of the two filing methods described below.

Candidates are encouraged to file their income tax returns and consent form with the Secretary of State as soon as possible.

Two Ways to File Income Tax Returns and Consent Form with the Secretary of State

You must file the above described hard-copies by July 16, 2021 by 5:00 p.m. PST.

1. In Person/Courier Service:

California Secretary of State
1500 11th Street
Sacramento, California 95814

Elections Division drop box located in 1st floor lobby

Building hours: Monday through Friday, 8:00 a.m. to 5:00 p.m.

In-person filings will NOT be accepted in the Secretary of State's Los Angeles office.

2. Express Delivery/Mail:

California Secretary of State
Elections Division
1500 11th Street, 5th Floor
Sacramento, California 95814

Note: Income tax returns and consent form sent by express delivery or mail must be received by July 16, 2021 by 5:00 p.m. PST. Secretary of State will not consider shipping or postmark dates as timely filed. Income tax returns documents must be at the Secretary of State's Office by the deadline.

How to Redact Information From Your Tax Returns

Many pdf programs allow users to redact information from a pdf file. This includes Adobe Acrobat software and other third-party software. Alternately, candidates may print out a copy of an unredacted income tax return, and manually (with a pen or marker) redact information pursuant to Elections Code section 8903.

It is the **candidate's** responsibility to only redact the information identified below. It is important to note that some of the information identified below may appear on every page of your submitted income tax returns, including on the header or footer portion of each page.

Information to Redact

The California Elections Code states that the following information **must be redacted** by the **candidate**:

- Social security numbers
- Home address
- Telephone number
- Email address
- Medical information

The California Elections Code states that the following information **may be redacted** by the **candidate**:

- Names of dependent minors
- Employer identification number
- Business address
- Preparer tax identification number, address, telephone number and email address of paid tax return preparers.

For questions please contact the Candidate Filing and Election Night Reporting Team at, (916) 653-9154.

APPENDIX C – MAIN CANDIDATE FORMS

Petition in Lieu of Filing Fee



California Secretary of State
PETITION IN LIEU OF FILING FEE – For Use Only During the Signature in Lieu Filing Fee Period
Office of Governor

September 14, 2021, California Gubernatorial Recall Election (Elections Code §§ 100, 104, 8041, 8061, 8106, 8106.5; Code of Civil Procedure § 2015.5)

For County
Elections and
Secretary of
State Official
USE ONLY

	Official Filing Form _____ County Elections Official By: _____ Date Received: _____	Filed in County of: _____ _____ County Elections Official By: _____ Date Received: _____	_____ Secretary of State Official
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Candidate
Name, Office,
and Signer's
County of
Residence

I, the undersigned signer for _____, for nomination
Name of Candidate

office of **Governor**, to be voted for at the **California Gubernatorial Recall Election** to be held on **September 14, 2021**, hereby assert as follows:

I am a resident of _____ County and am registered to vote at the address shown on this paper. I am not at this time a signer of any other nomination paper of any other candidate for the above-named office.

My residence is correctly set forth after my signature hereto:

PRECINCT (to be entered by Elections Official)	NAME	RESIDENCE (As Registered - No P.O. BOX)	VERIFICATION (to be entered by Elections Official)
	Print: 1	Residence Address ONLY:	
	Signature:	City or Town:	
	Print: 2	Residence Address ONLY:	
	Signature:	City or Town:	
	Print: 3	Residence Address ONLY:	
	Signature:	City or Town:	
	Print: 4	Residence Address ONLY:	
	Signature:	City or Town:	
	Print: 5	Residence Address ONLY:	
	Signature:	City or Town:	
	Print: 6	Residence Address ONLY:	
	Signature:	City or Town:	
	Print: 7	Residence Address ONLY:	
	Signature:	City or Town:	
	Print: 8	Residence Address ONLY:	
	Signature:	City or Town:	

Please Complete Affidavit of Circulator on Reverse Side

NOTE: Signatures on this form shall be applied toward nomination signature requirements pursuant to Elections Code section 8061.

PRECINCT (to be entered by Elections Official)	NAME	RESIDENCE (As Registered - No P.O. BOX)	VERIFICATION (to be entered by Elections Official)
	Print: 9	Residence Address ONLY:	
	Signature:	City or Town:	
	Print: 10	Residence Address ONLY:	
	Signature:	City or Town:	

Affidavit of Circulator
(to be completed in circulator's own hand)

2

I, _____, solemnly swear (or affirm) all of the following:

Print Name

- That I am 18 years of age or older.
- That my residence address, including street and number, is _____.
[If no street or number exists, a designation of my residence adequate to readily ascertain its location is: _____.]
- That the signatures on this section of the nomination paper were obtained between _____, 20____,
Month and Day
and _____, 20____; that I circulated this section and I witnessed the signatures on this section of the
Month and Day
nomination paper being written; and that, to the best of my information and belief, each signature is the genuine signature of the person whose name it purports to be.

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

Dated this _____ day of _____, 20____ X

Signature of Circulator

Notary

3

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of _____

Subscribed and sworn to (or affirmed) before me on this _____ day of _____, 20____, by _____, proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

(Seal) Signature _____

Examined and certified by me this _____ day of _____, 20____.

County Elections Official _____

(TO BE ENTERED BY ELECTIONS OFFICIAL AFTER VERIFICATION)

Number of Valid Signatures on this Section:

Date:

By:

WARNING: Every person acting on behalf of a candidate is guilty of a misdemeanor who deliberately fails to file at the proper time and in the proper place any nomination paper in his or her possession that is entitled to be filed under the provisions of the Elections Code. (Elections Code § 18202.)

Nomination Paper



**California Secretary of State
NOMINATION PAPER
Office of Governor**

September 14, 2021, California Gubernatorial Recall Election (Elections Code §§ 100, 104, 8041, 8062, 8068, 8069, 8140; Code of Civil Procedure § 2015.5)

For County Elections and Secretary of State Official USE ONLY

Official Filing Form _____ County Elections Official By: _____ Date Received: _____	Filed in County of: _____ _____ County Elections Official By: _____ Date Received: _____	_____ _____ Secretary of State Official
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Candidate Name, Office, and Signer's County of Residence

I, the undersigned signer for _____, for nomination to the
Name of Candidate
 office of **Governor**, to be voted for at the California Gubernatorial Recall Election to be held on **September 14, 2021**, hereby assert as follows:
 I am a resident of _____ **County** and am registered to vote at the address shown on this paper. I am not at this time a signer of any other nomination paper of any other candidate for the above-named office.
 My residence is correctly set forth after my signature hereto:

PRECINCT (to be entered by Elections Official)	NAME	RESIDENCE (As Registered - No P.O. BOX)	VERIFICATION (to be entered by Elections Official)
	Print: 1	Residence Address ONLY:	
	Signature:	City or Town:	
	Print: 2	Residence Address ONLY:	
	Signature:	City or Town:	
	Print: 3	Residence Address ONLY:	
	Signature:	City or Town:	
	Print: 4	Residence Address ONLY:	
	Signature:	City or Town:	
	Print: 5	Residence Address ONLY:	
	Signature:	City or Town:	
	Print: 6	Residence Address ONLY:	
	Signature:	City or Town:	
	Print: 7	Residence Address ONLY:	
	Signature:	City or Town:	
	Print: 8	Residence Address ONLY:	
	Signature:	City or Town:	

Please Complete Affidavit of Circulator on Reverse Side

PRECINCT (to be entered by Elections Official)	NAME	RESIDENCE (As Registered - No P.O. BOX)	VERIFICATION (to be entered by Elections Official)
	Print: 9	Residence Address ONLY:	
	Signature:	City or Town:	
	Print: 10	Residence Address ONLY:	
	Signature:	City or Town:	

Affidavit of Circulator
(to be completed in circulator's own hand)

2

I, _____, solemnly swear (or affirm) all of the following:
Print Name

- That I am 18 years of age or older.
- That my residence address, including street and number, is _____.
[If no street or number exists, a designation of my residence adequate to readily ascertain its location is: _____]
- That the signatures on this section of the nomination paper were obtained between _____, 20____,
Month and Day
and _____, 20____; that I circulated this section and I witnessed the signatures on this section of the
Month and Day
nomination paper being written; and that, to the best of my information and belief, each signature is the genuine signature of the person whose name it purports to be.

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

Dated this ____ day of _____, 20____ X _____
Signature of Circulator

Notary

3

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of _____

Subscribed and sworn to (or affirmed) before me on this _____ day of _____, 20____, by _____, proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

(Seal) _____
Signature _____

Examined and certified by me this _____ day of _____, 20____.
County Elections Official _____

(TO BE ENTERED BY ELECTIONS OFFICIAL AFTER VERIFICATION)
Number of Valid Signatures on this Section:
Date:
By:

WARNING: Every person acting on behalf of a candidate is guilty of a misdemeanor who deliberately fails to file at the proper time and in the proper place any nomination paper in his or her possession that is entitled to be filed under the provisions of the Elections Code. (Elections Code § 18202.)

Declaration of Candidacy



**California Secretary of State
DECLARATION OF CANDIDACY
Office of Governor**

September 14, 2021, California Gubernatorial Recall Election (Elections Code §§ 20, 200, 8002.5, 8020, 8040, 8121, 8140, 11381, and 13105)

For County Elections and Secretary of State Official USE ONLY

	<p style="text-align: center;">Official Filing Form</p> <p style="text-align: center;">County Elections Official</p> <p>By: _____ Date Received: _____</p>	<p>Filed in County of: _____</p> <p style="text-align: center;">County Elections Official</p> <p>By: _____ Date Received: _____</p>	 <p style="text-align: center;">Secretary of State Official</p>
--	---	--	--

Candidate Name, Office, and Political Party Preference

I hereby declare myself a candidate for the office of **Governor**, to be voted for at the **California Gubernatorial Recall Election** to be held on **September 14, 2021**, and declare the following to be true:

1 My name is _____
First
Middle/Initial (optional)
Last

I hereby certify at the time of presentation of this declaration, as shown by my current affidavit of registration, I have disclosed the following political party preference, if any: _____

Ballot Information Name and ballot designation to appear on the ballot

IMPORTANT NOTE: A ballot designation is optional. If one is requested, a completed **BALLOT DESIGNATION WORKSHEET** must be submitted. If no ballot designation is requested, write "NONE" and initial in the box. (Elections Code §§ 13107, 13107.3)

I request my name and ballot designation to appear on the ballot as follows:

Print Your Name for Use on the Ballot

Print Ballot Designation Requested

Candidate initials box if NO ballot designation is preferred.

2 _____ Candidate initials to acknowledge the Secretary of State will only provide and emailed electronic version and a hard copy version of the Notice to Candidates (which include ballot designations) via United States Postal Service on July 17, 2021, and will not notify candidate of any ballot designation changes published after July 17, 2021. To receive an electronic version of the Notice to Candidates on July 17, 2021, please provide an email address in Section 3 of this form. For updates to the Notice to Candidates after July 17, 2021, please visit our website: <https://www.sos.ca.gov/elections/upcoming-elections/2021-ca-gov-recall>.

_____ Candidate initials to acknowledge they have provided or will provide to the Secretary of State 1) two hard copies of each income tax return the candidate filed with the Internal Revenue Service in the five most recent taxable years, as required by Elections Code sections 8902 and 8903, and 2) the signed Income Tax Return Disclosure Consent and Acknowledgement Form.

_____ I have a character-based name I would like to use instead of a phonetic transliteration. (Please complete Character-Based Name Form.)

IMPORTANT NOTE: The Secretary of State (SOS) will publish one of the addresses below in the Notice to Candidates, Official Contact List of Candidates, and on the SOS website.

- ! Please check the appropriate box to indicate which address you wish to be used for publishing purposes.
- ! If **NO BOX IS CHECKED**, the first address listed and provided below will be published.
- ! If a day telephone number, FAX number, email address, or website is provided, that information will also be published.
- ! If an evening telephone number is provided, and is different from day telephone number, it will not be published and it is for **SOS use only**.

Addresses, Telephone, Fax, Email, and Website

3 **Publish** → Mailing Address: _____ Apt or Unit #: _____

City: _____ State: _____ Zip Code: _____

Publish → Residence Address (Required): _____ Apt or Unit #: _____

City: _____ State: _____ Zip Code: _____

Publish → Business Address: _____ Apt or Unit #: _____

City: _____ State: _____ Zip Code: _____

Telephone Numbers: Day: _____ Evening: _____ Fax: _____

IMPORTANT: Reverse Side of Page Must Be Completed

Email: _____ Website: _____

Qualifications 4

I meet the statutory and constitutional qualifications for this office (including, but not limited to, citizenship and residency). I am at present an incumbent of the following public office (if any):

I have not been convicted of a felony involving accepting or giving, or offering to give, any bribe, the embezzlement of public money, extortion or theft of public money, perjury, or conspiracy to commit any of those crimes.

If nominated/elected, I will accept the nomination/election and not withdraw.

X
Signature of Candidate

Political Party History 5

(1) I hereby certify that my complete voter registration and party affiliation/preference history from 2011 through the date of signing this document is as follows:

<u>Party Preference</u>	<u>County</u>	<u>Timeframe (by year, e.g. 2011-2012)</u>
		2011 -
		-
		-
		-

**Only 10 years of party affiliation/preference history will be provided on the SOS website, even if additional information is provided.*

(2) Pursuant to Section 8002.5 of the Elections Code, select one of the following:
 _____ Party Preference: _____
 (Insert the name of the qualified political party as disclosed upon your affidavit of registration)
 _____ Party Preference: None (if you have declined to disclose a preference for a qualified political party upon your affidavit of registration)

Dated this _____ day of _____, 20____ X
Signature of Candidate

Oath of Office 6

I, _____, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

X
Signature of Candidate

Notary 7

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
 County of _____

Subscribed and sworn to (or affirmed) before me on this _____ day of _____, 20____, by _____, proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

(Seal) _____ Signature _____

Examined and certified by me this _____ day of _____, 20____.
 County Elections Official _____

WARNING: Every person acting on behalf of a candidate is guilty of a misdemeanor who deliberately fails to file at the proper time and in the proper place any declaration of candidacy in his or her possession that is entitled to be filed under the provisions of the Elections Code. (Elections Code § 18202.)

SAMPLE

Character-Based Name Form



California Secretary of State
CHARACTER-BASED NAME FORM
 (Elections Code § 13211.7)

Candidate Name, Character-based name, and Office	1	Candidate Name: _____ Character-based Name: _____ Office: _____
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Character-based name Attach supporting documents	2	<p>Check at least one box below and attach supporting documents</p> <p><input type="checkbox"/> I would like to use a character-based name given by birth (please provide a birth certificate or valid identification for verification). <i>Attach supporting documentation and provide a description:</i></p> <p>_____</p> <p>_____</p> <p><input type="checkbox"/> I do not have a character-based name by birth, but I identify by a particular character-based name (please provide proof you have been known and identified within the public by that character-based name for the past two years). <i>Attach supporting documentation and provide a description:</i></p> <p>_____</p> <p>_____</p>
--	----------	---

Dated this _____ day of _____, 20____ X
Signature of Candidate

For your reference, attached is [Elections Code section 13211.7](#).

Rev: 7/2021



California Secretary of State
CHARACTER-BASED NAME FORM
Page 2

For your reference, Elections Code section 13211.7 is reproduced below:

- (a) (1) In jurisdictions required to provide translated ballot materials pursuant to Section 203 of the federal Voting Rights Act of 1965 (52 U.S.C. Sec. 10503), as that section may be amended from time to time, any ballot that provides a translation of a candidate's name shall contain a phonetic transliteration of the candidate's name, except as provided in subdivision (b).
- (2) This section applies only to character-based languages, including, but not limited to, Mandarin Chinese, Cantonese, Japanese, and Korean.
- (3) If a candidate's name is to appear on the ballot in more than one jurisdiction in an election, all of those jurisdictions required to provide translated ballot materials pursuant to Section 203 of the federal Voting Rights Act of 1965 (52 U.S.C. Sec. 10503) shall use the same phonetic transliteration or character-based translation of the name.
- (4) (A) In a jurisdiction in which separate ballots containing translations of the candidates' names are printed in different languages, both the alphabet-based names and the translations of the candidates' names, for candidates that have translated names, shall appear on the translated ballot.
- (B) If a jurisdiction is unable to comply with subparagraph (A) due to limitations of its existing voting system, any new voting system purchased by the jurisdiction after July 1, 2020, shall be able to accommodate the requirements of subparagraph (A).
- (b) If a candidate has a character-based name by birth, that can be verified by birth certificate or other valid identification, the candidate may use that name on the ballot instead of a phonetic transliteration. A candidate who does not have a character-based name by birth, but who identifies by a particular character-based name and can demonstrate to the local elections official that the candidate has been known and identified within the public sphere by that name over the past two years, may use that name instead of a phonetic transliteration.

Rev: 7/2021

Ballot Designation Worksheet



California Secretary of State

BALLOT DESIGNATION WORKSHEET

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

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

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

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

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

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

Proposed Ballot Designation(s)	3	Proposed Ballot Designation(s): _____
		Alternate Ballot Designation(s) 1: _____
		Alternate Ballot Designation(s) 2: _____

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

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

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

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



**California Secretary of State
BALLOT DESIGNATION WORKSHEET
Page 2**

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

Justification for use of Proposed Ballot Designation(s) If you are proposing alternate ballot designations, please provide justification for use of those on Page 3.	4	Justification for use of 1 st PVO: <hr/> Current or most recent job title: _____ Start/End Dates: _____ Employer Name or Business: _____ Person who can verify this information: Name: _____ Phone Number(s): _____ Email: _____
	Justification for use of 2 nd PVO: <hr/> Current or most recent job title: _____ Start/End Dates: _____ Employer Name or Business: _____ Person who can verify this information: Name: _____ Phone Number(s): _____ Email: _____	
	Justification for use of 3 rd PVO: <hr/> Current or most recent job title: _____ Start/End Dates: _____ Employer Name or Business: _____ Person who can verify this information: Name: _____ Phone Number(s): _____ Email: _____	

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

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

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

X	<div style="display: flex; justify-content: space-between; align-items: center;"> / / </div>
Candidate's Signature	Date Signed: Month Day Year

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

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California Secretary of State
BALLOT DESIGNATION WORKSHEET
 Page 3

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

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

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

Rev 6/2021



California Secretary of State
BALLOT DESIGNATION WORKSHEET
 Page 4

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(1) It would mislead the voter.

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California Secretary of State
BALLOT DESIGNATION WORKSHEET
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- (2) It would suggest an evaluation of a candidate, such as outstanding, leading, expert, virtuous, or eminent.
 - (3) It abbreviates the word "retired" or places it following any word or words which it modifies.
 - (4) It uses a word or prefix, such as "former" or "ex-," which means a prior status. The only exception is the use of the word "retired."
 - (5) It uses the name of any political party, whether or not it has qualified for the ballot.
 - (6) It uses a word or words referring to a racial, religious, or ethnic group.
 - (7) It refers to any activity prohibited by law.
- (f) If, upon checking the nomination documents and the ballot designation worksheet described in Section 13107.3, the elections official finds the designation to be in violation of any of the restrictions set forth in this section, the elections official shall notify the candidate by registered or certified mail return receipt requested, addressed to the mailing address provided on the candidate's ballot designation worksheet.
- (1) The candidate shall, within three days, excluding Saturday, Sunday, and state holidays, from the date he or she receives notice by registered or certified mail, or from the date the candidate receives actual notice of the violation, whichever occurs first, appear before the elections official or, in the case of the Secretary of State, notify the Secretary of State by telephone, and provide a designation that complies with subdivision (a) or (b).
- (2) If a candidate fails to provide a designation that complies with subdivision (a) or (b) within the three-day period specified in paragraph (1), a designation shall not appear after the candidate's name.
- (g) A designation given by a candidate shall not be changed by the candidate after the final date for filing nomination documents, except as specifically requested by the elections official as specified in subdivision (f) or as provided in subdivision (h). The elections official shall maintain a copy of the ballot designation worksheet for each candidate that appears on the ballot in the county for the same period of time as applied to nomination documents pursuant to Section 17100.
- (h) The designation shall remain the same for all purposes of both primary and general elections, unless the candidate, at least 98 days before the general election, requests in writing a different designation which the candidate is entitled to use at the time of the request.

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

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

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

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

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

- (a) In order to facilitate review of a candidate's proposed ballot designation by the Secretary of State pursuant to Elections Code § 13107, the candidate shall submit, at the time of filing his or her proposed ballot designation on the Declaration of Candidacy, a completed Ballot Designation Worksheet on a form provided by the Secretary of State.
- (b) All Ballot Designation Worksheets filed with the Office of the Secretary of State or the county elections officials pursuant to this section shall be public records and shall be available for inspection and copying at the public counter of the Elections Division of the Office of the Secretary of State, Fifth Floor, 1500 11th Street, Sacramento, California 95814, or at the office of the applicable county elections official.

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

- (1) The candidate's name, home, business and mailing addresses, telephone numbers, e-mail address, if available, and fax number;
- (2) A designation of the office for which the candidate is seeking election;
- (3) The name, home, business and mailing addresses, telephone numbers, e-mail address, if available, and fax number of the attorney representing the candidate or for any other person to be contacted in the event the Secretary of State requires further information regarding the proposed ballot designation;
- (4) The proposed ballot designation submitted by the candidate;
- (5) The candidate may submit one or more proposed alternate ballot designations ranked in order of the candidate's preference;
- (6) A brief statement identifying the factual basis upon which the candidate claims the proposed ballot designation and each proposed alternate ballot designation, including the following:
 - (A) If the candidate holds elected office and is submitting his or her proposed ballot designation pursuant to Elections Code § 13107, subdivisions (a)(1) or (a)(2), the candidate shall indicate the elective office he or she currently occupies and may attach a copy of his or her Certificate of Election;
 - (B) If the candidate is a judicial officer and is submitting his or her proposed ballot designation pursuant to Elections Code § 13107, subdivisions (a)(1) or (a)(2), the candidate shall indicate the elective office he or she currently holds and may attach either (A) a copy of his or her Certificate of Election or (B) a copy of his or her commission or certificate of appointment, issued at the time the candidate was appointed to the judicial office which he or she currently occupies;
 - (C) If the candidate submits a ballot designation pursuant to Elections Code § 13107, subdivision (a)(3), the candidate shall indicate:
 - (i) The title of the position or positions which he or she claims supports the proposed ballot designation;
 - (ii) The dates during which the candidate held such position;
 - (iii) A description of the work he or she performs in the position;
 - (iv) The name of the candidate's business or employer;
 - (v) The name and telephone number of a person or persons who could verify such information; and
 - (v) A statement that the professions, vocations or occupations relied upon to support the proposed ballot designation constitute the primary, main or leading professions, vocations or occupations of the candidate, in accordance with the definition of the term "principal" as set forth at § 20714, subdivision (b).
 - (D) If the candidate submits a ballot designation pursuant to Elections Code § 13107, subdivision (a)(4), the candidate shall indicate the date on which he or she was appointed to the office for which he or she is an appointed incumbent.
- (d) The candidate may attach or append any supporting documents or other exhibits to his or her Ballot Designation Worksheet which he or she believes support his or her proposed ballot designation. Such attached documents or other exhibits shall be deemed to be incorporated by reference as part of the candidate's Ballot Designation Worksheet and shall be considered as such by the Secretary of State.
- (e) If a candidate requests a change of his or her ballot designation pursuant to Elections Code § 13107(e), that request shall be accompanied by a Ballot Designation Worksheet.

Code of Fair Campaign Practices



California Secretary of State
CODE OF FAIR CAMPAIGN PRACTICES
 (Elections Code § 20440)

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

THEREFORE:

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

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

 Print Name

 Signature

 Date

 Office

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Income Tax Return Disclosure Consent and Acknowledgement



California Secretary of State
INCOME TAX RETURN DISCLOSURE CONSENT AND ACKNOWLEDGEMENT FORM
CANDIDATE – Governor
 September 14, 2021, California Gubernatorial Recall Election (Elections Code §§ 8900-8903)

Pursuant to the **Income Tax Return Disclosure Requirements**, the candidate shall file with the Secretary of State **two hard-copies** of each income tax return the candidate filed with the Internal Revenue Service (IRS) in the five most recent taxable years (e.g., 2016, 2017, 2018, 2019, and 2020), as required by **Elections Code sections 8902 and 8903**.

One copy of each tax return shall be identical to the version submitted to the IRS, without redactions. The second copy of each tax return shall be redacted in accordance with **Elections Code section 8903(a)(1)(B)**. The tax returns shall be filed with the Secretary of State in hard-copy form by 5:00 p.m., July 16, 2021. If the candidate was not required to file income tax returns with the IRS for one of the following years: 2016, 2017, 2018, 2019, or 2020, please indicate that on the form below.

In-person/Courier Service:

California Secretary of State
 1500 11th Street
 Sacramento, CA 95814
 Elections Division drop box located in 1st floor lobby

Express Delivery/Mail:

California Secretary of State
 Elections Division
 1500 11th Street, 5th Floor
 Sacramento, CA 95814

Candidate Consent to Publicly Release Tax Returns and Acknowledgement

I, _____
Candidate Name

grant the Secretary of State (SOS) permission to publicly release on the Secretary of State's website a version of my IRS tax returns that have been redacted in accordance with Elections Code section 8903(a)(1)(B)-(C).

By checking the boxes below, I certify that I am filing tax returns with the SOS for the following five tax years or that I was not required to file income tax returns with the IRS for the years designated below. Please only check one box for each tax year:

- 2016** Filing with Secretary of State; or
 I was not required to file income tax returns with the IRS for 2016.
- 2017** Filing with Secretary of State; or
 I was not required to file income tax returns with the IRS for 2017.
- 2018** Filing with Secretary of State; or
 I was not required to file income tax returns with the IRS for 2018.
- 2019** Filing with Secretary of State; or
 I was not required to file income tax returns with the IRS for 2019.
- 2020** Filing with Secretary of State; or
 I was not required to file income tax returns with the IRS for 2020; or
 I have not yet filed income tax returns with the IRS for 2020 (NOTE: You must submit required copies within five days of filing the return with the IRS).

By initialing here _____, I acknowledge two hard copies of each of my income tax returns, for each year identified above, and this signed consent and acknowledgement form must be filed by 5:00 p.m., July 16, 2021, with the SOS. I acknowledge that late filings will not be accepted.

By initialing here _____, I acknowledge that the SOS will not review my tax return filings for completeness, and that it is my responsibility to ensure that I timely comply with Elections Code sections 8902 and 8903. I acknowledge that failure to fully comply with Sections 8902 and 8903 will result with me not being eligible to appear on the ballot.

Dated _____, 2021

X

Candidate Signature

For your reference, attached are **Elections Code sections 8900-8903, 11381**.

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California Secretary of State
INCOME TAX RETURN DISCLOSURE CONSENT AND ACKNOWLEDGEMENT FORM
Page 2

For your reference, Elections Code sections 8900-8903 are reproduced below:

8900. The Legislature finds and declares that the State of California has a strong interest in ensuring that its voters make informed, educated choices in the voting booth. To this end, the state has mandated that extensive amounts of information be provided to voters, including county and state voter information guides. The Legislature also finds and declares that the income tax returns of candidates for Governor provide voters with essential information regarding the candidate's potential conflicts of interest, business dealings, financial status, and charitable donations. The information in tax returns therefore helps voters to make a more informed decision. The Legislature further finds and declares that as one of the largest centers of economic activity in the world, the State of California has a special interest in state elected officials refraining from corrupt or self-enriching behaviors while in office. The people of California can better estimate the risks of any given candidate for Governor engaging in corruption or the appearance of corruption if they have access to candidates' tax returns. Finally, the State of California has an interest in ensuring that any violations of statutory prohibitions on behavior such as insider trading are detected and punished. Mandated disclosure of the tax returns of candidates for Governor will enable enforcement of the laws against whichever candidates are elected to those offices. The Legislature finds and declares that compliance costs with this requirement will be trivial.

8901. For the purposes of this part, "income tax return" has the same meaning as in Section 6882.

8902. (a) Notwithstanding any other law, the name of a candidate for Governor shall not be printed on a direct primary election ballot, unless the candidate, at least 98 days before the direct primary election, files with the Secretary of State copies of every income tax return the candidate filed with the Internal Revenue Service in the five most recent taxable years, in accordance with the procedure set forth in Section 8903.

(b) If the candidate has not filed the candidate's income tax return with the Internal Revenue Service for the tax year immediately preceding the primary election, the candidate shall submit a copy of the income tax return to the Secretary of State within five days of filing the return with the Internal Revenue Service.

(c) The requirement in subdivision (a) does not apply to any year in which the candidate was not required to file the candidate's income tax return with the Internal Revenue Service.

8903. (a) The candidate shall submit the following to the Secretary of State:

(1) (A) Two copies of each tax return required by Section 8902. One copy of each tax return shall be identical to the version submitted to the Internal Revenue Service, without redactions. The second copy of each tax return shall be redacted pursuant to this paragraph. The tax returns shall be provided to the Secretary of State in hard-copy form.

(B) The candidate shall redact the following information from the redacted version of each tax return:

(i) Social security numbers.

(ii) Home address.

(iii) Telephone number.

(iv) Email address.

(v) Medical information.

(C) The candidate may also redact the following information from the redacted version of each tax return:

(i) Names of dependent minors.

(ii) Employer identification number.

(iii) Business addresses.

(iv) Preparer tax identification number, address, telephone number, and email address of paid tax return preparers.

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California Secretary of State
INCOME TAX RETURN DISCLOSURE CONSENT AND ACKNOWLEDGEMENT FORM
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(2) A written consent form, signed by the candidate, granting the Secretary of State permission to publically release a version of the candidate's tax returns redacted pursuant to this section. The Secretary of State shall prepare a standard consent form consistent with this paragraph.

(b) The Secretary of State shall review the redacted copy of each tax return submitted by the candidate to ensure that the redactions comply with subdivision (a). If the Secretary of State determines that the candidate has redacted information other than that permitted by subdivision (a), the Secretary of State shall prepare a new version of the tax return with only the redactions permitted by that subdivision.

(c) (1) Within five days of receipt of the candidate's tax returns, the Secretary of State shall make redacted versions of the tax returns available to the public on the Secretary of State's internet website. Except as provided in paragraph (2), the Secretary of State shall make public the redacted versions of the tax returns submitted by the candidate pursuant to subdivision (a).

(2) If the Secretary of State is required to prepare a redacted version of a tax return pursuant to subdivision (b), the Secretary of State shall make public that version.

(3) The public versions of the tax returns shall be continuously posted until the official canvass for the direct primary election is completed. Upon completion of the official canvass, the Secretary of State shall remove the public versions of the tax returns.

(4) The Secretary of State shall retain the paper copies of the submitted tax returns until the completion of the official canvass of the ensuing general election. Thereafter, the paper copies of the submitted tax returns shall be destroyed as soon as practicable, unless the Secretary of State has received a court order, or a lawful written request from a state or federal governmental agency, directing the Secretary of State to preserve the submitted tax returns.

For your reference, Elections Code section 11381 is reproduced below:

11381. Nominations of candidates to succeed the recalled officer shall be made in the manner prescribed for nominating a candidate to that office in a regular election insofar as that procedure is consistent with this article. The following exceptions shall be made to that procedure:

(a) For recalls of state officers, the nomination papers and the declaration of candidacy shall, in each case, be filed no less than 59 days prior to the date of the election and not before the day the order of the election is issued. The Secretary of State shall certify the names of the candidates to be placed on the ballot by the 55th day prior to the election.

(b) For recalls of local officers, the nomination papers and the declaration of candidacy shall, in each case, be filed not less than 75 days prior to the date of the election and not before the day the order of the election is issued. If the elections official is required to certify to the governing board the names of the candidates to be placed on the ballot, that shall be done by the 71st day prior to the election.

(c) No person whose recall is being sought may be a candidate to succeed himself or herself at a recall election nor to succeed any other member of the same governing board whose recall is being sought at the same election.

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APPENDIX D – CONTACT INFORMATION

Registrar of Voters Office Contact Information

ADMINISTRATIVE SERVICES

Austin Cliche - Office Coordinator

Direct Line: (707) 784-3359

Email: AJCliche@solanocounty.com

- Affidavit ordering and tracking
- Accounting and Payroll
- District Billing
- Agency Outreach Liaison
- Statement of Economic Interest (Form 700)
- Volunteer Program
Email: ROVHelper@solanocounty.com

Jordan Bhanji - Elections Technician, Lead

Direct Line: (707) 784-3582

Email: JMBhanjo@solanocounty.com

Mireya Mercado - Elections Technician

Direct Line: (707) 784-3076

Email: MZMercado@solanocounty.com

MAPPING, PRECINCTING & REGISTRATION:

Email: Elections@solanocounty.com

- GIS / Maps
- Precincts
- Voter Files
- Voter Registration/File Maintenance
- Provisional Processing
- E-Rosters
- Web Site Issues/Changes

Theresa Ives - Election Coordinator

Direct Line: (707) 784-3360

Email: TAlves@solanocounty.com

Greg Fontela - Election Coordinator

Direct Line: (707) 784-3374

Email: GCFontela@solanocounty.com

Laura King – Election Coordinator

Direct Line: (707) 784-3397

Email: LEKing@solanocounty.com

Hollie Cabral - Elections Technician

Direct Line: (707) 784-3357

Email: HJCabral@solanocounty.com

CANDIDATE SERVICES

Email: ROVCandidateServices@solanocounty.com

- Nominations
- Measures
- Recalls
- Petitions
- Sample Ballot
- Voter Outreach
- FPPC Forms: 501, 410, 460 & 470

POLL WORKERS & POLLING PLACES

Email: PollWorker@solanocounty.com

- Poll worker recruitment
- Poll worker training
- Polling Place Accessibility
- Student Poll Workers

VOTE BY MAIL VOTING

Email: AbsenteeRequest@solanocounty.com

- Sample Ballot
- Vote by Mail – Military/Overseas
- Vote by Mail Processing

ELECTION SERVICES

IMPORTANT ADDRESSES AND PHONE NUMBERS

SOLANO COUNTY REGISTRAR OF VOTERS

Timothy P. Flanagan

Registrar of Voters

John H. Gardner, Assistant Registrar of Voters

Direct Line: (707) 784-3366

Email: JHGardner@solanocounty.com

Michael A. Lopez, Deputy Registrar of Voters

Direct Line: (707) 784-3343

Email: MALopez@solanocounty.com

Solano County 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
Email: Elections@solanocounty.com

- Candidate filing period is July 16, 2021 thru July 17, 2021
- Vote by Mail voting period runs from July 27, 2021 thru to 8:00 p.m. on Election Day, Tuesday September 14, 2021.

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

1102 Q Street, Suite 3000
Sacramento, CA 95811
www.fppc.ca.gov

Advice Line

Phone: (916) 322-5660
Toll Free (866) ASK-FPPC
Email: advice@fppc.ca.gov

Enforcement Violations

Toll Free (866) 275-3772 (press 1)
Email: 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

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 Rose Gallo-Vasquez, County Clerk/Recorder 546 Jay Street, Suite 200 Colusa, CA 95932 Phone: 530-458-0500 Fax: 530-458-0512 Web: www.countyofcolusa.org Email: clerkinfo@countyofcolusa.org</p>	<p>San Joaquin Melinda Dubroff, Registrar of Voters 44 N. San Joaquin Street, Suite 350 Stockton, CA 95202 P.O. Box 810 Stockton, CA 95201 Phone: 209-468-2885 Fax: 209-468-2889 Web www.sjcrov.org Email: registrar@sjgov.org</p>
<p>Contra Costa Deborah Cooper, County Clerk-Recorder/Registrar of Voters Scott Konopasek, Assistant Registrar 555 Escobar Street P.O. Box 271 Martinez, CA 94553 Phone: 925-335-7800 Fax: 925-335-7842 Web: www.cocovote.us Email: candidate.services@vote.cccounty.us</p>	<p>Sonoma Deva Marie Proto, County Clerk-Recorder/Assessor /Registrar of Voters 435 Fiscal Drive Santa Rosa, CA 95403 P.O. Box 11485 Santa Rosa, CA 95406 Phone: 707-565-6800 Fax: 707-565-6843 Web: www.sonoma-county.org Email: rov-campaign@sonoma-county.org</p>
<p>Glenn Sandy Perez, Assessor--Clerk-Recorder Debbie LaGrande, Assistant Clerk-Recorder 516 W. Sycamore Street Willows, CA 95988 Phone: 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 Phone: 530-822-7122 Fax: 530-822-7587 Web: www.suttercounty.org Email: djohnston@co.sutter.ca.us</p>
<p>Lake Maria Valadez, Registrar of Voters 255 N. Forbes Street Lakeport, CA 95453 Phone: 707-263-2372 Fax: 707-263-2742 Web: www.co.lake.ca.us Email: elections@lakecountyca.gov</p>	<p>Yolo Jessie Salinas, County Clerk-Recorder 625 Court Street, Room B-05 Woodland, CA 95695 P.O. Box 1820 Woodland, CA 95776 Phone: 530-666-8133 Fax: 530-666-8123 Web: www.yoloelections.org Email: cntyclrk@yoloelections.org</p>
<p>Napa John Tuteur, Assessor-Recorder-County Clerk 1127 First Street, Suite E Napa, CA 94559 Phone: 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 Phone: 530-749-7855 Fax: 530-749-7854 Web: www.yuba.org Email: elections@co.yuba.ca.us</p>

Sacramento

Courtney Bailey-Kanelos, Registrar of Voters
7000 65th Street, Suite A
Sacramento, CA 95823
Phone: 916-875-6451 Fax: 916-875-6516
Web: www.elections.saccounty.net
Email: voterinfo@saccounty.net

City Clerks of Solano County

<p>CITY of BENICIA Lisa M. Wolfe, City Clerk Jennifer Bergstrom, 250 East "L" Street Deputy City Clerk Benicia, CA 94510</p> <p>(707) 746-4200 Fax: 747-8120 E-mail: LWolfe@ci.benicia.ca.us E-mail: JBergstrom@ci.benicia.ca.us</p>	<p>CITY of SUISUN CITY Anita Skinner, City Clerk 701 Civic Center Blvd. Suisun City, CA 94585</p> <p>(707) 421-7300 Fax: 421-7366 E-mail Clerk@suisun.com</p>
<p>CITY of DIXON Lupe Ruiz, Administrative City Clerk 600 East "A" Street Dixon, CA 95620</p> <p>(707) 678-7000 x 1116 Fax: 678-1489 E-mail: LRuiz@cityofdixon.us</p>	<p>CITY of VACAVILLE Michelle Thornbrugh, City Clerk Shelia Ernst 650 Merchant Street (449-5112) Vacaville, CA 95688</p> <p>(707) 449-5110 Fax: 449-5149 (City Mgr.) E-mail: Michelle.Thornbrugh@cityofvacaville.com E-mail: Shelia.Ernst@cityofvacaville.com</p>
<p>CITY of FAIRFIELD Karen L. Rees, City Clerk Amber Alexander 1000 Webster Street 707-428-7402 Fairfield, CA 94533</p> <p>(707) 428-7384 or 428-7400 Fax: 428-7798 E-mail: KLRees@fairfield.ca.gov Email: AAlexander@fairfield.ca.gov</p>	<p>CITY of VALLEJO Dawn G. Abrahamson, City Clerk 555 Santa Clara Street PO Box 3068 Vallejo, CA 94590</p> <p>(707) 648-4527 Fax: 648-4535 E-mail: Dawn.Abrahamson@cityofvallejo.net</p>
<p>CITY of RIO VISTA Jose Jasso, City Clerk 1 Main Street Rio Vista, CA 94571</p> <p>(707) 374-6451 x 1102 Fax: 374-6763 E-mail: JJasso@ci.rio-vista.ca.us</p>	