

Data Sheet

Instructions: Please complete this sheet. Data entered here will automatically populate into the forms on the following pages. Please review each page before printing forms.

Candidate Information

First Name MI Last Name

Occupation

Residence Address

City State Zip

Mailing Address

City State Zip

Business Address

City State Zip

Phone Numbers - enter numbers only, including area code

Home Phone Fax

Business Phone Cell Phone

Primary Phone Home? Business/Work? Cell?

Secondary Phone Home? Business/Work? Cell?

Email

Website

Office Information

Office

Trustee Area

Please verify that the Office and Division/Area/District are correct on each page!

Authorized Contact Person Information

Name

Contact Phone Number

Enter numbers only, including area code

Email

Ballot Designation Information

Ballot Designation Proposed

1st Alternative

2nd Alternative

Solano County Registrar of Voters

Candidate Preliminary Information Form

(Please Print Legibly)

Office Applying for: _____

Division/Area/District: _____ Party: _____
(If Applicable) (If Applicable)

Name: _____

Residence Address: _____ City: _____

Zip: _____ Email: _____

Primary Telephone Home Business/Work Cell

Secondary Telephone Home Business/Work Cell

Name of Authorized Contact Person: _____
(Other Than Candidate)

Contact Number: _____ Email: _____

Signature of Authorized Representative: _____

I understand, as a candidate for public office, my voter registration information is public record. Therefore, the Registrar of Voters office has informed me that my residential address will be distributed upon request to the public on a candidate listing provided by the Registrar of Voters office **unless** I provide another address (business or mailing) to be used in its place.

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 received by the Secretary of State and county elections officials are nonrefundable. § 8105

SIGNATURE:

DATE:

OFFICE USE ONLY

Registration Verification: ** Print DIMS Screens **		
Precinct #:	Affidavit #:	Registration Date:

All County & Judicial Offices: Completed Declaration of Qualifications

Nomination Packet:		
<input type="checkbox"/> Signatures-In-Lieu <input type="checkbox"/> Nomination	Issued By:	Date Issued:

Official Filing Form

County Elections Official

By: _____

Date Issued: _____

Filed in County of _____

County Elections Official

By: _____

Date Received: _____

(Secretary of State Use Only)

Declaration of Candidacy

For use in **GENERAL ELECTIONS** for Voter-Nominated and Nonpartisan Offices
(Elections Code §§ 20, 200, 8002.5, 8020, 8040, 8121, 8140, 13105)

I hereby declare myself a candidate for nomination/election to the office of _____,
District _____, to be voted for at the **Benicia Unified School District, Trustee Area 5 Special Vacancy Election** to be held on **April 11, 2023** and declare the following to be true:

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

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

<p style="text-align: center;">_____</p> <p style="text-align: center;">Print Your Name for Use on the Ballot</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Print Ballot Designation Requested</p> <p style="font-size: small;">A ballot designation is optional. If one is requested, a completed BALLOT DESIGNATION WORKSHEET must be submitted. If no ballot designation is requested, write in the word "NONE" and initial in the box. (Elections Code §§ 13107, 13107.3.)</p>	<div style="border: 1px solid black; padding: 5px; text-align: center;"> <p>Candidate initials if preferring no designation:</p> </div>
--	---

NOTE: The Secretary of State (SOS) will publish one of the addresses below in the certified list of candidates and on the SOS website. Please check the appropriate box to indicate which address you wish to be used for these purposes. If no box is checked, the first address listed below will be published. If a business telephone, residence telephone, FAX number, e-mail address, or website is provided, that information will also be published.

Mailing Address: _____

City State Zip Code

Residence Address: _____

(Required)

CA

City State Zip Code

Business Address: _____

City State Zip Code

Telephone: _____

Area Code Business Area Code Residence Area Code Fax

E-mail and Website: _____
E-mail
Website

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.

Signature of Candidate

Important: Reverse Side of Page Must Be Completed

A candidate for voter-nominated office shall also complete all of the following:

1. I hereby certify that:

(a) 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: _____.

(b) My complete voter registration and party affiliation/preference history from 2012 through the date of signing this document* is as follows:

Party Registration	County	Timeframe By Year (e.g., 2012-2015)	
		2012	—
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

* Please note that only 10 years of party affiliation/preference history will be provided on the Secretary of State’s website. Any information provided regarding affiliation/preference history prior to 2012 will not be included.

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).

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.

Notary Public (or other official)

(Seal)

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.)

Oath of Office

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.

Signature of Candidate _____

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.

Notary Public (or other official)

(Seal)

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

Solano County Candidate Media Sheet

All Papers Filed for Candidacy are a Matter of Public Record

Only provide the information you want released. Customers, including, but not limited to, vendors and media obtain lists of candidates. **Your residence address will be disclosed unless you provide a mailing or business address.** Please print.

Candidate's Name

Office Sought (including District, Office, Division or Trustee Area Number, if applicable)

Residence Address Street City Zip

NOTE: If no other address is provided, your residence address will be disclosed.

Mailing Address Street City Zip

Business Address Street City Zip

Primary Telephone Home Business/Work
 Cell Other:

Secondary Telephone Home Business/Work
 Cell Other:

Website _____

Email _____

*No state or local agency shall post the home address or telephone number of any elected or appointed official on the Internet without first obtaining the written permission of that individual.
(Government Code § 6254.21)*

By my signature below, I give Solano County Registrar of Voters permission to post this information to their website.

Signature

Date

CANDIDATE'S STATEMENT OF QUALIFICATIONS

(Elections Code Sections 13307, 13307.5, 13308, 13309, 13311)

OFFICE _____

DISTRICT _____

April 11, 2023

Benicia Unified School District Trustee Area 5

Special Vacancy Election

INSTRUCTIONS TO CANDIDATE		
1. Carefully read the notice below.		
2. Your statement is requested via email or on CD or USB/flash drive.		
3. Return to the ROV office, either with nomination papers or if none, no later than 88 days before the election, January 13, 2023 .		
The cost of printing and mailing the following statement is:		
\$ _____	\$ _____	\$ _____
English	Spanish	Tagalog
		= \$ _____
		TOTAL

I have prepared the following statement:

NOTICE TO CANDIDATE: The statement shall consist of a brief description of your education and qualifications. You may include the optional age and occupation. There is a word limit of 200 words for local candidates and 250 words for state or congressional candidates. All statements will be printed in uniform type.

Your statement will be printed exactly as submitted by you.

Check carefully for errors in spelling, punctuation and grammar, etc., before filing it.

There can be no editing after you have filed your candidate statement.

Once filed, there will be no changes, only omissions of words to meet the Elections Code requirements.

NAME: _____

AGE: _____
(Optional)

Occupation: _____
(Optional - May be more descriptive than your Ballot Designation which appears on the ballot)

Education and Qualifications: *(Word count starts here)*
(This title is standard for ALL statements)

- I do not wish to file a candidate statement of qualifications.
 - Pursuant to Elections Code Sections 13307 and 13308, I prepared MY statement which is to be printed in a voter's pamphlet and mailed to each registered voter of my district. I further state that if the cost of printing is the responsibility of the candidate, I will pay for my prorated cost of the statement at such time as instructed by the officer conducting the election.
- My candidate statement is being submitted (initial): via email _____ via CD _____ via USB/flash drive in person _____
- I would like to submit my candidate statement via paper. A separate \$25.00 fee will be charged for ROV to retype the statement properly to be sent to printer.
 - I wish to have my statement translated and printed in **other available languages** in addition to English, with the understanding that I will pay the actual costs incurred for each language. (check appropriate box(es)) Spanish Tagalog
 - I am indigent and unable to pay for my prorated costs in advance. Attached is a financial statement pursuant to Elections Code Section 13309 and a release authorizing you to obtain a copy of my most recent federal income tax form. I certify under penalty of perjury under the laws of the State of California that the financial statement is true and correct.

Withdraw my candidate statement if no one files against me at the close of nomination. YES _____ NO _____ Candidate Initials _____

I have reviewed my candidate statement and I understand no corrections or changes are allowed according to Elections Code § 13307(3) after it has been filed, unless requested by election officials.

PRINT NAME: _____ SIGNATURE: _____

EMAIL ADDRESS: _____ DATE: _____

**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

Candidate Statement Formatting Instructions

1. Candidate statements not conforming to the Candidate Statement Guidelines will be reformatted and set in **uniform type** by ROV staff. The Solano County Registrar of Voters bears no responsibility for the correct typesetting of statements which must be reformatted.
2. The Solano County Registrar of Voters will not correct spelling and/or grammar errors on any candidate’s statement. **Be sure you have proofed your statement carefully.**
3. We ask that you submit your Candidate’s Statement on a CD, USB/Flash drive or by email. We can read Word, WordPerfect, and text files. You may present your statement on paper; however, there will be a separate charge of \$25.00 for us to retype and prepare it for the printer.
4. **Candidate statements are due within 48 hours of payment OR by 5:00 p.m. on the close of the nomination period, whichever occurs first.** For statements being submitted via email, the email address will be provided upon receipt of payment.
5. The cost for the candidate statement 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 number of candidates filing statements and printing costs. Accordingly, the election official may, on a pro rata basis, bill candidates for additional actual expenses or refund any excess paid depending on the final actual cost.
6. **Printing in Spanish (Optional):** The Registrar of Voters shall obtain a translator for candidates who have requested that their statement be printed in other languages as offered by Solano County. The translator shall be a person from the list of approved language translators and interpreters of the Superior Court of the County or from an institution accredited by the Western Association of Schools and Colleges (Elections Code § 13307). The Registrar of Voters will provide a short viewing period for the translated statements. **Candidates shall not change the meaning or otherwise alter the statement. If a candidate objects to the translation, the objection will be conveyed to the translator. The translator’s response to the objection is final.**
7. Your candidate statement will be emailed to you for your approval when the printer has completed your proof. Please give your approval or concerns to us in a timely manner, preferably by email so that we may continue with the printing process as soon as possible. **Candidates shall not edit the statement in any way from the way it was submitted to us.**
8. The candidate statement **may be withdrawn**, but not changed, during the period for filing nomination papers and until 5:00 pm of the next working day after the close of the nomination period.

I have received a copy of this on _____ and understand that it is my responsibility to read it prior to completion of my candidate statement.

Candidate’s Signature

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

Ballot Designation Worksheet

Pursuant to California Elections Code section 13107.3 and California Code of Regulations section 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

Candidate Name: _____

Office: _____

Home Address: _____

Business Address: _____

Mailing Address: _____

Phone Number(s) Business: _____ Home/Mobile: _____ Fax: _____

Gender (optional, for translation use only): _____ Email: _____

Attorney Information

Attorney Name (or other person authorized to act in your behalf): _____

Address: _____

Home Address: _____ E-Mail: _____

Business Address: _____

Mailing Address: _____

Phone Number(s) Business: _____ Home/Mobile: _____ Fax: _____

Proposed Ballot Designation: _____

1st Alternative: _____

2nd Alternative: _____

You may select as your ballot designation:

- (a) Your current principal profession(s), vocation(s), or occupation(s) [maximum total of three words, separated by a “/”]
- (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

In the space provided on the next page or on an attachment sheet, describe why you believe you are entitled to use the proposed ballot designation. Attach any documents or exhibits that you believe support your proposed ballot designation. If using the title of an elective office, attach a copy of your certificate of election or appointment. These documents will not be returned to you. **Do not submit originals.**

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.

Remember, it is your responsibility to justify your proposed ballot designation and to provide all requested details. For your reference, attached are Elections Code sections 13107 and 13107.3, and 2 California Code of Regulations (CCR) section 20711. You may also wish to consult Elections Code section 13107.5 (“community volunteer”) and 2 CCR sections 20712 - 20719 (found at www.sos.ca.gov).

Justification for use of proposed ballot designation:

Current or Most Recent Job Title: _____ Start/End Dates: _____

Employer Name or Business: _____

Person(s) who can verify this information:

Name(s) _____ Phone Number: _____

E-Mail: _____

Name(s) _____ Phone Number: _____

E-Mail: _____

Before signing below, answer the following questions.

Does your proposed ballot designation:

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

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

Candidate’s Signature _____ Date _____

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

13107.

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

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

(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.

(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:

13107.3

- (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:

13107.5.

- (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, 2 CCR 20711 is reproduced below:

20711. Ballot Designation Worksheet.

- (a) In order to facilitate review of a candidate's proposed ballot designation by the Secretary of State pursuant to Elections Code § 13107, the candidate shall submit, at the time of filing his or her proposed ballot designation on the Declaration of Candidacy, a completed Ballot Designation Worksheet on a form provided by the Secretary of State.
- (b) All Ballot Designation Worksheets filed with the Office of the Secretary of State or the county elections officials pursuant to this section shall be public records and shall be available for inspection and copying at the public counter of the Elections Division of the Office of the Secretary of State, Fifth Floor, 1500 11th Street, Sacramento, California 95814, or at the office of the applicable county elections official.
- (c) The Secretary of State shall provide a master copy or copies of the Ballot Designation Worksheet to all elections officials responsible for providing and accepting the nomination documents for candidates in elections for offices certified by the Secretary of State. The Ballot Designation Worksheet shall request that the candidate proposing the ballot designation provide the following information:
 - (1) The candidate's name, home, business and mailing addresses, telephone numbers, e-mail address, if available, and fax number;

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



SOLANO COUNTY

REGISTRAR OF VOTERS

TIMOTHY P. 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

For Candidate Authorizing Another Person to Obtain/File Nomination Documents On His/Her Behalf

I, _____, hereby authorize:
(printed name of candidate)

(printed name of individual)

to obtain/file nomination documents on my behalf for the office of

for the Benicia Unified School District Trustee Area 5 Special Vacancy Election to be held on April 11, 2023.

I understand that said documents, most importantly the **Declaration of Candidacy**, must be filed on or before **5:00 p.m.**, on the **LAST DAY of the nomination period**, Friday, January 13, 2023.

The Declaration of Candidacy must be notarized if not signed in the presence of an Elections Official.

Candidate's Signature

Date

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

www.solanocounty.com

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

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 untrammled 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

PROVISIONS OF THE CODE OF FAIR CAMPAIGN PRACTICES
as found in Chapter 5 of Division 20 of the
California Elections Code

Chapter 5. Fair Campaign Practices

Article 1. General Intent

20400. The Legislature declares that the purpose of this chapter is to encourage every candidate for public office in this state to subscribe to the Code of Fair Campaign Practices.

It is the ultimate intent of the Legislature that every candidate for public office in this state who subscribes to the Code of Fair Campaign Practices will follow the basic principles of decency, honesty, and fair play in order that, after vigorously contested, but fairly conducted campaigns, the citizens of this state may exercise their constitutional right to vote, free from dishonest and unethical practices which tend to prevent the full and free expression of the will of the voters.

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

Article 2. Definitions¹

20420. As used in this chapter, “Code” means the Code of Fair Campaign Practices.

Article 3. Code of Fair Campaign Practices

20440. At the time an individual is issued his or her declaration of candidacy, nomination papers, or any other paper evidencing an intention to be a candidate for public office, the elections official, shall give the individual a blank form of the Code of Fair Campaign Practices and a copy of this chapter. The elections official shall inform each candidate for public office that subscription to the code is voluntary.

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

The text of the code shall read, as follows: (see reverse)

20441. The Secretary of State shall print, or cause to be printed, blank forms of the code. The Secretary of State shall supply the forms to the elections officials in quantities and at times requested by the elections officials.

20442. The elections official shall accept, at all times prior to the election, all completed forms that are properly subscribed to by a candidate for public office and shall retain them for public inspection until 30 days after the election.

20443. Every code subscribed to by a candidate for public office pursuant to this chapter is a public record open for public inspection.

20444. In no event shall a candidate for public office be required to subscribe to or endorse the code.

(Over)

¹304. “Campaign advertising or communication” means a communication authorized by a candidate or a candidate’s controlled committee, as defined in Section 82016 of the Government Code, or by a committee making independent expenditures, as defined in Section 82031 of the Government Code, or by a committee formed primarily to support or oppose a ballot measure, as defined in Section 82047.5 of the Government Code, for the purpose of advocating the election or defeat of a qualified candidate through any broadcasting station, newspaper, magazine, outdoor advertising facility, direct mailing, or any other type general, public, political advertising.

305(c). “Candidate for public office” means an individual who has qualified to have his or her name listed on the ballot of any election, or who has qualified to have written votes on his or her behalf counted by election officials, for nomination for, or election to, any state, regional, county, municipal, or district office which is filled at an election. The provisions of this chapter do not apply to candidates for federal office.