

NOVEMBER 3, 2020 GENERAL ELECTION

CANDIDATE GUIDE



**San Joaquin
County Registrar
of Voters**

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Greetings,

The San Joaquin County Registrar of Voters Office prepared this *Candidate Guide* so that candidates, committees and campaigns are better equipped for the November 3, 2020 Presidential General Election. Members of the public and media are also encouraged to review this guide.

This *Candidate Guide* summarizes laws applicable to candidates and committees involved in local elections in the County of San Joaquin. This guide is not intended as a substitute for legal counsel nor is it intended to be all-encompassing. Candidates, district staff, and other interested parties should not rely solely on this guide.

The staff members of the Registrar of Voters Office will answer questions, provide informational material, and direct you to resources. The law prohibits employees from answering questions of a legal nature and we may direct you to consult an attorney.

Candidates bear full responsibility in abiding by all legal standards related to their candidacy, campaigns and financial reports, and in submitting the correct forms on time.

We, at the San Joaquin County Registrar of Voters Office, are here to serve the public and we appreciate the opportunity to address your questions. Please direct your inquiries to the Candidate Services Team at **(209) 468-8945** or candidates@sjgov.org

The Registrar of Voters Office is located at 44 N. San Joaquin Street, Suite 350, and is open Monday through Friday, 8:00 a.m. to 5:00 p.m., except holidays.

Your interest in pursuing a leadership role the community is commendable. Participation at this level is a commitment to the best interests of the residents of San Joaquin County. Thank you for taking the time to read this guide which will help ensure a fair and transparent election.

Regards,

A handwritten signature in blue ink that reads "Melinda Dubroff".

Melinda Dubroff

The materials contained in this guide are intended to provide general information about the nomination and election of candidates. It does not have the force and effect of law or regulation. It is distributed with the understanding that the office of the Registrar of Voters is not rendering legal advice and therefore the guide is not intended to substitute for legal counsel for anyone using it. In case of conflict, the law and regulation will apply. The Registrar of Voters reserves the right to correct any errors in this guide.

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**San Joaquin County
Office of the Registrar of Voters**

**PRESIDENTIAL GENERAL ELECTION
Tuesday, November 3, 2020
CALENDAR FOR CANDIDATES**

Document or Event	Legal Deadline DUE DATE	Legal Deadline Days Prior to Election Day	Election Code References
Districts Provide List of Offices	Wednesday, July 1, 2020	125	10509
Candidate Filing Period Begins	Monday, July 13, 2020	113	10510
Last day for runoff candidates to change ballot designation	Tuesday, July 28, 2020	98	13107
Last day to file a candidate statement for runoff candidates and candidates running for offices with no Extension	Friday, August 7, 2020	88	13307
Candidate Filing Period Ends	Friday, August 7, 2020	88	10510
Last Day to Withdraw Candidacy for offices with no Extension	Friday, August 7, 2020	88	10510, 10516
10-day Public Review Period of Candidate Statements of Qualifications	08/08/20 - 08/17/2020	78	13313
Last Day to Withdraw Candidate Statement of Qualifications for Printing in the Sample Ballot Pamphlet for offices who filing period closed on 8/7/20	Monday, August 10, 2020	85	13307
Last Day of Filing for Candidates and last day to withdraw candidacy for Offices with Extension. (Offices for which no eligible incumbent files)	Wednesday, August 12, 2020	83	10516
10-day Public Review Period of Candidate Statements of Qualifications	08/13/20 - 08/22/2020	73	13313
Last Day to Withdraw Candidate Statements of Qualification for Offices with Extension	Thursday, August 13, 2020	82	13307
Drawing of Letters for Randomized Alphabet for Local Candidates.	Thursday, August 13, 2020	82	13112
Determination of Insufficient Nominees	Thursday, August 13, 2020	82	10515
Other Election Milestones			
Last Day for Ballots to be Issued to Military and Overseas Citizens	Saturday, September 19, 2020	45	3101, 3105
First Day of Sample Ballot & Voter Information Pamphlet Mailing	Monday, October 5, 2020	29	13300
Ballots Mailed to Vote-by-Mail Voters	Monday, October 5, 2020	29	3001, 3017
Early Voting Begins at ROV Office(s)	Monday, October 5, 2020	29	3001, 3017, 3018
Last Day to Register to Vote	Monday, October 19, 2020	15	2102
Conditional Voter Registration in ROV Office(s)	10/20/2020 - 11/03/2020	14 - 0	2170
Last Day of Sample Ballot & Voter Information Pamphlet Mailing to voters registered by 29 days before Election Day	Saturday, October 24, 2020	10	13300
Last Day to Request a Ballot by Mail	Thursday, October 29, 2020	5	3006
Election Day: Polls Open at 7 AM, Close at 8 PM	Tuesday, November 3, 2020	0	1000, 1001, 14212
Last Day to Receive Properly Postmarked Mailed Ballot	Friday, November 6, 2020	17 days after Election Day	4103
Last Day to Cure Missing Signature Challenges for Vote-by-Mail Voters	Tuesday, December 1, 2020	2 days before ROV Certifies*	3019
Last Day to Cure Mismatched Signature Challenges for Vote-by-Mail Voters	Tuesday, December 1, 2020	2 days before ROV Certifies*	3019
Last Day for ROV to Certify Election	Thursday, December 3, 2020	30 Days After Election Day*	15372

*Date is subject to change pending legislation

Offices to be Elected

Federal Contests	Number of Seats
President/Vice President	1
U.S. Representative 9th District	1
U.S. Representative 10th District	1

State Contests	Number of Seats
State Senator 5th District	1
State Assembly 9th District	1
State Assembly 12th District	1
State Assembly 13th District	1

County Contests	Number of Seats
Board of Supervisors 5th District	1

School Contests	Number of Seats
Banta Elementary School District	1
Banta Elementary School District (2-year term)	1
Escalon Unified School District, Trustee Area 3	1
Escalon Unified School District, Trustee Area 4	1
Galt Joint Union High School District	2
Galt Joint Union Elementary School District	2
Jefferson Elementary School District	2
Lammersville Joint Unified School District	3
Lincoln Unified School District, Trustee Area 2	1
Lincoln Unified School District, Trustee Area 4	1
Linden Unified School District, Trustee Area 2	1
Linden Unified School District, Trustee Area 3	1
Lodi Unified School District, Trustee Area 2	1
Lodi Unified School District, Trustee Area 6	1
Lodi Unified School District, Trustee Area 7	1
Manteca Unified School District, Trustee Area 1	1
Manteca Unified School District, Trustee Area 3	1
Manteca Unified School District, Trustee Area 7	1
New Hope School District	1
New Jerusalem Elementary School District, Trustee Area 1	1
Oakdale Joint Unified School District	1
Oak View Union Elementary School District	2
Ripon Unified School District, Trustee Area 2 (2-year term)	1
Ripon Unified School District, Trustee Area 4	1
Ripon Unified School District, Trustee Area 5	1
San Joaquin Delta Community College, Trustee Area 1	1
San Joaquin Delta Community College, Trustee Area 2	1
San Joaquin Delta Community College, Trustee Area 5	1
San Joaquin Delta Community College, Trustee Area 6	1
Stockton Unified School District, Trustee Area 1	1
Stockton Unified School District, Trustee Area 3	1
Stockton Unified School District, Trustee Area 4	1
Tracy Unified School District	3
Valley Home Joint School District	3
Yosemite Community College District, Trustee Area 5	1
San Joaquin County BOE Trustee Area 3 (runoff)	1

Offices to be Elected

District	Number of Seats
Banta-Carbona Irrigation District, Division 1	1
Banta-Carbona Irrigation District, Division 4	1
Banta-Carbona, Irrigation District, Division 5	1
Byron-Bethany Irrigation District, Division IV (Landowner)	1
Byron-Bethany Irrigation District, Division V (Landowner)	1
Byron-Bethany Irrigation District, Division VII (Landowner)	1
Central San Joaquin Water Conservation District, Division 1	1
Central San Joaquin Water Conservation District, Division 4	1
Central San Joaquin Water Conservation District, Division 6	1
Clements Rural Fire Protection District	3
Eastside Rural County Fire Protection District	2
Escalon Consolidated Fire Protection District	2
Farmington Rural County Fire Protection District	3
French Camp-McKinley Rural Fire District	3
Lathrop-Irrigation District	1
Lathrop-Manteca Rural Fire Protection District	3
Liberty Rural County Fire Protection District	2
Lincoln Rural County Fire Protection District	2
Linden County Water District	3
Lockeford Community Services District	2
Mokelumne Rural County Fire Protection District	2
Montezuma Fire Protection District	2
Mountain House Community Services District	3
North San Joaquin Water Conservation District, Division 2	1
North San Joaquin Water Conservation District, Division 3	1
Ripon Consolidated Fire District	3
South San Joaquin Irrigation Division, 3	1
South San Joaquin Irrigation Division, 4	1
South San Joaquin Irrigation Division, 5	1
Stockton-East Water District, Division 1	1
Stockton-East Water District, Division 3	1
Stockton-East Water District, Division 4	1
Tracy Rural County Fire Protection District	2
Tuxedo-Country Club Rural Fire Protection District	2
Waterloo-Morada Fire Protection District	2
West Side Irrigation District, Division 4	1
West Side Irrigation District, Division 5	1
Woodbridge Rural County Fire Protection District	2
Woodbridge Irrigation District, Division 2	1
Woodbridge Irrigation District, Division 5	1
Woodbridge Sanitary District	1

Offices to be Elected

City	Number of Seats
Escalon City Council	2
Lathrop Mayor	1
Lathrop City Council	2
Lodi City Council, District 4	1
Lodi City Council, District 5	1
Manteca City Council	2
Ripon City Council	3
Stockton Mayor at Large (runoff)	1
Stockton District 6 (runoff)	1
Tracy Mayor	1
Tracy City Treasurer	1
Tracy City Council	2

Filing for Office

The Candidate Filing period for the November 3, 2020 General Election is from Monday, July 13 to Friday, August 7. If an incumbent does not file for re-election, then any voter in the district, other than the incumbent, may file to run for office by 5pm on Wednesday, August 12. All forms are due by the closing of the filing period (either August 7 or August 12) unless otherwise specified.

Due to COVID-19, the ROV is taking necessary precautions to maintain social distance requirements and minimize exposure to the virus. Candidates seeking office are strongly encouraged to make an appointment ahead of time. In person transactions will take place at the front counter with the ROV staff member and the potential candidate on opposite sides of the glass service window.

Mostly all forms are available on the Registrar of Voters website, except for the Declaration of Candidacy. Candidates are encouraged to download all forms from the website and bring them into their appointment completed ahead of time.

For appointments please contact us at candidates@sigov.org be sure to include your name, phone number and preferred appointment date and time. You can also call us at 209.468.8945. We will do our best to accommodate your requested date and time.

Please Note: you will be required to wear a mask when coming into our office and will not be allowed entry into the building without one. Please come prepared.

People in California must wear face mask or face shield when in public as directed by public health officials or when required by public health mandates.

The following individuals are **exempt** from wearing a face covering:

- Persons age two years or under. These very young children must not wear a face covering because of the risk of suffocation.
- Persons with a medical condition, mental health condition, or disability that prevents wearing a face covering. This includes persons with a medical condition for whom wearing a face covering could obstruct breathing or who are unconscious, incapacitated, or otherwise unable to remove a face covering without assistance.
- Persons who are hearing impaired or communicating with a person who is hearing impaired, where the ability to see the mouth is essential for communication.
- Persons for whom wearing a face covering would create a risk to the person related to their work, as determined by local, state, or federal regulators or workplace safety guidelines.
- Persons who are obtaining a service involving the nose or face for which temporary removal of the face covering is necessary to perform the service.

- Persons who are seated at a restaurant or other establishment that offers food or beverage service, while they are eating or drinking, if they are able to maintain a distance of at least six feet away from persons who are not members of the same household or residence.
- Persons who are engaged in outdoor work or recreation such as swimming, walking, hiking, bicycling, or running, when alone or with household members, and when they are able to maintain a distance of at least six feet from others.
- Persons who are incarcerated. Prisons and jails, as part of their mitigation plans, will have specific guidance on the wearing of face coverings or masks for both inmates and staff.

Note: Persons exempted from wearing a face covering due to a medical condition who are employed in a job involving regular contact with others should wear a non-restrictive alternative, such as a face shield with a drape on the bottom edge, as long as their condition permits it. **If you are unable to wear a face mask the Registrar requests that you wear a face shield.**

If you cannot personally come into the office to file your paperwork, you may authorize someone else to complete the paperwork on your behalf.

Candidates begin the candidate filing process by obtaining and completing a candidate registration form. This form asks candidates to provide their name as they are registered to vote and allows the Filing Officer to verify a candidate's qualifications to run for a particular office. This form may be returned to the Filing Officer via email prior to completing any other forms.

The Permission to Post form allows candidates to provide contact information to accompany their name on our Roster of Candidates (a public list of all the candidates running for office). Candidates may provide residence and mailing addresses, day and evening phone numbers, an email and a website or social media for voters to access and use. Information may be added or removed on your permission to post form at any time by submitting an updated form.

All candidates must complete a Declaration of Candidacy form, declaring themselves candidates for an office. On this form, candidates will provide how they would like their name to appear on the ballot, what ballot designation they wish to use and take an oath as a candidate for the office. This form may not leave our office without written authorization from the candidate.

Candidates will also be required to complete a Ballot Designation Worksheet. Please review the form in its entirety before completing it. This form describes the requirements for ballot designations and must be submitted prior to or with the submission of the Declaration of Candidacy.

Candidates will be issued a Character Based Name form; this form gives candidates the opportunity to use a character-based name on the official ballot. 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.

Candidates have the option of submitting a 200, 250 or 400-word candidate statement to include in the Sample Ballot & Voter Information Pamphlet. To file, the candidate must submit a required Candidate Statement of Qualifications form along with a check for the candidate statement cost estimate.

Lastly, all candidates are required to file FPPC Form 700: Statement of Economic Interests, disclosing their income, investments, and assets. This Form 700 is specific to filing to run for office and does not take the place of other Form 700 filings a candidate may be required to submit for other positions held.

Candidates for San Joaquin Irrigation Districts

San Joaquin Irrigation Districts qualify by division. Candidate must be a registered voter of the division within the district. (Water Code § 30735)

Candidates for School District Offices

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

Any person, regardless of sex, who is 18 years of age or older, a citizen of the state, a resident of the school district, a registered voter, and who is not disqualified by the Constitution or laws of the state from holding a civil office, is eligible to be elected or appointed a member of a governing board of a school district without further qualifications.

An employee of a school district may not be sworn into office as an elected or appointed member of that school district's governing board unless and until he or she resigns as an employee. If the employee does not resign, the employment will automatically terminate upon being sworn into office.

(EC §§201 and EdC§35107)

Candidates Special District Offices

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

Notwithstanding any other provision of law, a person shall not file nomination papers for more than one district office or term of office for the same district at the same election. (EC §§201 and 10510)

Candidates for City Offices

All forms required for nomination and election to all city offices shall be furnished by the City Elections Official.

Certified List of Candidates and, Randomized Alphabet and Rotation List

By August 27, 2020, the Secretary of State will have prepared and sent to the County Elections Official a certified list of candidates arranged according to the randomized alphabet drawn on August 13, 2020. This list will show the name, party preference (or lack of party preference), and ballot designation of every person who has received the nomination as a candidate for public office and is entitled to receive votes within the county at the general election (EC §§8148, 8149, 13111)

Write-in Candidates

In the General Election, no write-in candidates are permitted for voter-nominated offices and no such write-in votes shall be counted. (*EC §8606*)

Write-in candidates are permitted for local offices including offices for school districts, special districts, and city offices. Between September 7 and October 20, write-in candidates must file a statement of write-in candidacy and other required documentation with the Registrar of Voters. Write-in candidates for city offices file required documentation with the City Clerk and should contact their office for additional information. (*EC §§8600, 8601*).

Write-in candidates are also permitted for Superior Court Judge offices and must file the required documentation with the Registrar of Voters by August 12. (*EC §8203*)

Restrictions on Government Employees Running for Office

An employee of a local agency (a city, county, district, municipal or public corporation, political subdivision, or other public agency of the state) may not be sworn into office as an elected or appointed member of the legislative body (board of supervisors, city council, governing body of a district, etc.) of that local agency unless he/she resigns as an employee. If the employee does not resign, the employment shall automatically terminate upon his or her being sworn into office. This does not apply to any volunteer firefighter who does not receive a salary. (Govt. Code §§53227 & 53227.2)

Summary of Forms

Declaration of Candidacy

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 filed with 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. Postmarks are not accepted. (Elections Code §§8020, 8028(b), 8040, 8100, 8105)

Ballot Designation Worksheet

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.

Please read the instructions on the form thoroughly before completing it. The ballot designation may be changed up until the filing deadline.

Runoff candidates may request in writing a different ballot designation than that used in the primary election no later than July 28, 2020. 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. (Elections Code §§ 13107(e) 13107.3)

Statement of Economic Interests – Form 700

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 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. Candidates running for local elective offices that are designated in the conflict of interest code must file a Form 700. (Government Code §§ 87100, 87200, 87302.3, 87500)

Code of Fair Campaign Practices – Optional Form

The Legislature declares that the purpose of Chapter 5, Division 20 of the California Elections Code is to encourage every candidate for public office to subscribe to the Code of Fair Campaign Practices. It is the ultimate intent of the Legislature that every candidate for public office who subscribes to the Code of Fair Campaign Practices will follow the basic principles of decency, honesty and fair play. This ensures that after vigorously contested but fairly conducted campaigns, citizens may exercise their constitutional right to vote, free from influence of 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. (EC §20400)



SAMPLE FORMS

Candidate Filing Procedures Checklist

Candidate Name: _____

Office Sought: _____

Date Qualified: _____

1.	Candidate Information	Date Issued	Date Filed	Initials
	Registration Form	_____	_____	_____
	Verify candidate resides in district	_____	_____	_____
	Confirm contact information	_____	_____	_____
	Ballot Designation Worksheet	_____	_____	_____
	Permission to Post on Internet	_____	_____	_____

2.	Declaration of Candidacy	Date Issued	Date Filed	Initials
	Nomination Petitions	_____	_____	_____
	Declaration of Candidacy	_____	_____	_____
	Character Based Name Form	_____	_____	_____
	Form 700	_____	_____	_____

3.	Candidate Statement	Date Issued	Date Filed	Initials
	Statement Form	_____	_____	_____
	Word Count and Proper format review	_____	_____	_____
	Ask candidate to email soft copy	_____	_____	_____
	Collect fee	_____	_____	_____
	Issue Receipt	_____	_____	_____

4.	Campaign Finance	Date Issued	Date Filed	Initials
	Form 501	_____	_____	_____
	Form 470 or Form 410	_____	_____	_____
	Campaign Flow Chart	_____	_____	_____
	Code of Fair Campaign Practices	_____	_____	_____

The above items have been reviewed with me and explained to me by the Registrar of Voters. I understand that Some items may still have to be filed for my name to qualify to be on the ballot.

Signature: _____ Date: _____



Declaration of Candidacy - SAMPLE

Nonpartisan Offices

November 3, 2020, Presidential General Election (Elections Code §§ 20, 200, 8002.5, 8020, 8040, 8121, 8140, 13105)

For County Elections Official USE ONLY

!

Official Filing Form

County Elections Official
By: _____
Date Issued: _____

Filed in County of _____

County Elections Official
By: _____
Date Received: _____

Secretary of State Official

Candidate Name and Office

1

I hereby declare myself a candidate for the nomination/election to the office of _____, to be voted for at the **Presidential General Election** to be held on **November 3, 2020**, and declare the following to be true:

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

Ballot Information Name and ballot designation to appear on the ballot

2

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**

Candidate initials below if NO ballot designation is preferred:

_____ **Print Ballot Designation Requested**

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

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 ()

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

[Red signature box]

Signature of Candidate

Oath of Office

5

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

[Red signature box]

Signature of Candidate

Notary

6

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.)



**San Joaquin County
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: _____	Home/Mobile: _____

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

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

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

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

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.



San Joaquin County
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 1st 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 2nd 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 3rd 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:

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 an 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; width: 80%; margin: 0 auto;"> / / </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).



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 1st 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 2nd 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 3rd 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 1st 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 2nd 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 3rd 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:



San Joaquin County
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.



San Joaquin County
BALLOT DESIGNATION WORKSHEET
Page 5

(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.



San Joaquin County
BALLOT DESIGNATION WORKSHEET
Page 6

(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.



San Joaquin County
CHARACTER-BASED NAME FORM
 (Elections Code § 13211.7)

Candidate Name, Character-based name, and Office

1

Candidate Name: _____

Character-based Name: _____

Indicate Language: _____

Office: _____

Character-based name
 Attach supporting documents

2

Check at least one box below and attach supporting documents

- I would like to use a character-based name given by birth (please provide a birth certificate or valid identification for verification). *Attach supporting documentation and provide a description:*

- 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). *Attach supporting documentation and provide a description:*

Dated this _____ day of _____, 20_____

X

Signature of Candidate

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



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.

^{*}Assembly Bill (AB) 57 (Low) Chapter 82, Statutes of 2019, added Section 13211.7 to the Elections Code. AB 57 will become effective January 1, 2020.



San Joaquin County
CODE OF FAIR CAMPAIGN PRACTICES
(Elections Code § 20440)

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

THEREFORE:

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

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

Print Name

Signature

Date

Office

Candidate Statement of Qualifications

Candidates seeking federal, state or local office have the option of filing a candidate statement to be included in the Sample Ballot & Voter Information Pamphlet by the filing deadline.

Federal Candidates

Candidates running for the United States House of Representatives may purchase space for a 250-word statement in the voter information portion of the county sample ballot. The statement may not make any reference to any opponent of the candidate (Elections Code §13307.5).

State Candidates

Candidates who choose to keep their campaign spending under a specified spending limit (Government Code Section 85400), may purchase space in the state Voter Information Guide for a 250-word candidate statement (Government Code section 85601(a)). Statewide offices covered are Governor, Lieutenant Governor, Attorney General, Insurance Commissioner, Controller, Secretary of State, Treasurer, Superintendent of Public Instruction, and Board of Equalization (BOE).

State Senate and Assembly legislative candidates, who choose to keep their campaign spending under the specified limit, may purchase space in the voter information portion of the county sample ballot for a 250- word candidate statement (Government Code §85601(c)).

Proposition 34 established voluntary spending limits for candidates running for statewide office, the state Senate and the state Assembly. Candidates, who choose to accept the spending limits, are allowed to purchase space for a 250-word candidate statement in either the state Voter Information Guide or in the voter information portion of the county sample ballot.

To accept the spending limits, candidates running for statewide office or state Senate or state Assembly, must file a Candidate Statement of Intention (Form 501) with the Secretary of State's Political Reform Division indicating whether they intend to abide by the spending limits prior to submitting a candidate statement.

Local Candidates

Each candidate for nonpartisan elective office in any local agency, including any city, county, city and county, or district, may prepare a candidate's statement on an appropriate form provided by the elections official. The statement may include the name, age, and occupation of the candidate and a brief description, of no more than 200 words, of the candidate's education and qualifications expressed by the candidate himself or herself. However, the governing body of the local agency may authorize an increase in the limitations on words for the statement from 200 to 400 words. The statement shall not include the party affiliation of the candidate, nor membership or activity in partisan political organizations.

The statement authorized by this subdivision shall be filed in the office of the elections official no later than the 88th day before the election.

Except as provided in Section 13309, the statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5 p.m. of the next working day after the close of the nomination period.

Preparation of Candidate Statement

In order to ensure uniformity of candidate's statements, candidates must prepare their statement as follows:

- Type the statement exactly as you would like it printed. Attach printed copy to the form provided to you.
- In addition to a hard copy, you will be asked to email the statement in an electronic format. Please email your statement to candidates@sigov.org
- One signed hard copy must be filed by the filing deadline. If there are any discrepancies between the hard copy and the electronic copy, the hard copy will prevail
- Do not use formats that are underlined, **bolded**, *italicized* or ALL CAPITALIZED.
- Do not use any unusual spacing, punctuation, indentations, bullets or an outline format.
- Check your statement for errors in spelling, punctuation and grammar. Remember, statements cannot be changed once they are filed and the County Elections Official is not responsible for correcting these errors.
- Confine the statement to the applicable word number limit.
- Do not include any party affiliation (applies to nonpartisan offices).
- Do not include membership or activity in partisan political organizations (applies to nonpartisan offices).

All statements will be formatted to fit within a quarter-page space. If a statement is found to be non-compliant in format, the elections official will make the necessary changes to create compliance.

If a statement is not in conformance with the formatting guidelines provided (i.e., typed in all caps, underscoring, unusual spacing, outline form or capitalization of some words for emphasis purposes), the elections official will instruct the printer to ignore any special emphasis placed on words or phrases and to typeset the statements utilizing a uniform format.

The statement's heading includes the candidate's name (required), age (optional) and occupation (optional). All statements will be formatted to begin with the words: "**Education and Qualifications**" followed by the text provided by the candidate. These words, as well as the heading, are standardized and included in the space provided. The words "**Education and Qualifications**" do not count toward the number of words allowed for the statement.

Word Counting Guidelines

The following are the guidelines for computing word count as specified in Elections Code §9. This section shall not apply to counting words for ballot designations under Elections Code §13107.

The title of the office, name, age, and occupation and the signature are not included in the word count--only the text is counted.

The following are the guidelines for computing word count:

- (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.
- (b) This section shall not apply to counting words for ballot designations under Elections Code §13107.

Withdrawal of Statement

Any candidate may withdraw his or her candidate statement, either in person or by a signed statement of withdrawal, no later than 5 p.m. of the next business day following the end of the nomination period. (EC §13307(a)(3))

Confidentiality of the Statement

Notwithstanding the California Public Records Act, the candidate statements filed pursuant to Elections Code Section 13307 shall remain confidential until expiration of the filing deadline. (EC §13311)

Public Examination of Statements

Statements are available for public examination in the county election official's office during the 10-day calendar review period prior to submission for printing. During this period any voter of the jurisdiction in which the election is to be held or the county election official may seek a writ of mandate or an injunction requiring any or all of the material in the statement to be amended or deleted.

Judicial venue for such a proceeding shall be the county in which the statement is filed. If the statement is filed in more than one county, the writ or injunction must be sought in each county in which amendments or deletions are sought. (EC §13313)

Advanced Payment

Each candidate for San Joaquin County Office is required to pay in advance the estimated cost of having his or her statement included in the Sample Ballot Pamphlet when the statement is filed. Checks are payable to San Joaquin County Registrar of Voters.

In the event of overpayment, the elections official who, collected the estimated cost shall prorate the excess amount among the candidates and refund the excess amount paid within 30 days of the election. In the event of underpayment, the candidate shall be billed and required to pay the additional costs upon receipt of the billing. (EC §13307(d))

Actual costs will vary depending on the number of registered voters in the district, translation fees, printing costs, typing and proofing costs, and page setup fees. The estimate is just 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.

Translations into other languages

The statements will automatically be printed in languages required by the Federal Voting Rights Act. In San Joaquin County, the Registrar of Voters will arrange for all statements to be translated, printed and mailed in English and Spanish.



San Joaquin County Registrar of Voters

Candidate Statement of Qualifications

For the Presidential General Election

November 3, 2020

(Elections Code sections 13307, 13309, 13311)

Your candidate statement may include your age, occupation and a brief description of your education and qualifications. Statements must be typed, printed separately, and attached to this form.

The statement may be withdrawn but not changed up until the next working day after the close of the nomination period.

The statement for your office cannot be more than 200 250 400 words in length.

An estimated cost must be paid in full at the time of filing the statement. The candidate is ultimately responsible of paying any unpaid balance of the actual cost. Candidate Initials: _____

Estimated cost of Statement \$ _____

Please be sure to include the following information on your statement also:

Name:

Name of the Office you are running for:

Age: (Optional)

Occupation: (Optional. May be more descriptive than what will appear on the ballot & is not included in word count)

Education and Qualifications: (**Candidate statement of qualifications and word counting begins here**)

Attach a statement to this form

I declare that I have prepared the attached statement (pursuant to Elections Code §13307) that is to be printed in a voter pamphlet and mailed to each registered voter in my district. I understand that the amount written above is an **estimated cost**. I agree to pay any difference between **the estimated cost** and the **actual cost** within 30 days of receiving the bill.

Date: _____

Signature of Candidate

I decline to file a candidate statement.

Date: _____

Signature of Candidate

November 3, 2020 Presidential General Election
Candidate Statement Cost Estimates

DISTRICT NAME	Est Cost per Candidate if One Candidate Statement	Est Cost per Candidate if Two Candidate Statements	Est Cost per Candidate if Three Candidate Statements
Federal Contests			
U.S. Representative 9th District (Congress)	\$ 21,810.00	\$ 11,060.00	\$ 7,480.00
U.S. Representative 10th District (Congress)	\$ 9,900.00	\$ 5,110.00	\$ 3,510.00
State Contests			
State Senator 5th District	\$ 31,390.00	\$ 15,850.00	\$ 10,670.00
State Assembly 9th District	\$ 3,700.00	\$ 2,010.00	\$ 1,440.00
State Assembly 12th District	\$ 8,430.00	\$ 4,370.00	\$ 3,020.00
State Assembly 13th District	\$ 19,880.00	\$ 10,100.00	\$ 6,840.00
County Contests			
Board of Supervisors 5th District	\$ 7,460.00	\$ 3,880.00	\$ 2,690.00
School Contests			
Banta Elementary School District	\$ 540.00	\$ 420.00	\$ 380.00
Banta Elementary School District (2-year term)	\$ 540.00	\$ 420.00	\$ 380.00
Escalon Unified School District, Trustee Area 3	\$ 460.00	\$ 380.00	\$ 350.00
Escalon Unified School District, Trustee Area 4	\$ 460.00	\$ 380.00	\$ 350.00
Galt Joint Union Elementary School District	\$ 390.00	\$ 340.00	\$ 330.00
Galt Joint Union High School District	\$ 570.00	\$ 440.00	\$ 390.00
Jefferson Elementary School District	\$ 1,100.00	\$ 700.00	\$ 570.00
Lammersville Joint Unified School District	\$ 1,060.00	\$ 680.00	\$ 550.00
Lincoln Unified School District, Trustee Area 2	\$ 790.00	\$ 540.00	\$ 460.00
Lincoln Unified School District, Trustee Area 4	\$ 710.00	\$ 500.00	\$ 440.00
Linden Unified School District, Trustee Area 2	\$ 390.00	\$ 350.00	\$ 330.00
Linden Unified School District, Trustee Area 3	\$ 380.00	\$ 340.00	\$ 330.00
Lodi Unified School District, Trustee Area 2	\$ 1,560.00	\$ 930.00	\$ 720.00
Lodi Unified School District, Trustee Area 6	\$ 1,310.00	\$ 810.00	\$ 640.00
Lodi Unified School District, Trustee Area 7	\$ 1,260.00	\$ 780.00	\$ 620.00
Manteca Unified School District, Trustee Area 1	\$ 990.00	\$ 650.00	\$ 530.00
Manteca Unified School District, Trustee Area 3	\$ 1,290.00	\$ 800.00	\$ 630.00
Manteca Unified School District, Trustee Area 7	\$ 1,190.00	\$ 750.00	\$ 600.00
New Hope School District	\$ 350.00	\$ 320.00	\$ 320.00
New Jerusalem Elementary School District	\$ 400.00	\$ 350.00	\$ 330.00
Oak View Union Elementary School District	\$ 440.00	\$ 370.00	\$ 350.00
Oakdale Joint Unified School District	\$ 320.00	\$ 310.00	\$ 310.00
Ripon Unified School District, Trustee Area 2	\$ 500.00	\$ 400.00	\$ 370.00
Ripon Unified School District, Trustee Area 4	\$ 510.00	\$ 400.00	\$ 370.00
Ripon Unified School District, Trustee Area 5	\$ 560.00	\$ 430.00	\$ 390.00
San Joaquin County BOE Trustee Area 3 (runoff)	\$ 5,020.00	\$ 2,660.00	\$ 1,870.00
San Joaquin Delta Community College, Trustee Area 1	\$ 30,250.00	\$ 15,270.00	\$ 10,280.00
San Joaquin Delta Community College, Trustee Area 2	\$ 30,250.00	\$ 15,270.00	\$ 10,280.00
San Joaquin Delta Community College, Trustee Area 5	\$ 30,250.00	\$ 15,270.00	\$ 10,280.00
San Joaquin Delta Community College, Trustee Area 6	\$ 30,250.00	\$ 15,270.00	\$ 10,280.00
Stockton Unified School District, Trustee Area 1	\$ 1,170.00	\$ 740.00	\$ 590.00
Stockton Unified School District, Trustee Area 3	\$ 1,090.00	\$ 700.00	\$ 560.00
Stockton Unified School District, Trustee Area 4	\$ 1,570.00	\$ 940.00	\$ 720.00
Tracy Unified School District	\$ 4,910.00	\$ 2,600.00	\$ 1,840.00
Valley Home Joint School District	\$ 320.00	\$ 310.00	\$ 310.00
Yosemite Community College District, Trustee Area 5	\$ 1,410.00	\$ 860.00	\$ 670.00

November 3, 2020 Presidential General Election
Candidate Statement Cost Estimates

DISTRICT NAME	Est Cost per Candidate if One Candidate Statement	Est Cost per Candidate if Two Candidate Statements	Est Cost per Candidate if Three Candidate Statements
District Contests			
Banta-Carbona Irrigation District, Division 1	\$ 310.00	\$ 310.00	\$ 300.00
Banta-Carbona Irrigation District, Division 4	\$ 310.00	\$ 300.00	\$ 300.00
Banta-Carbona Irrigation District, Division 5	\$ 320.00	\$ 310.00	\$ 310.00
Byron-Bethany Irrigation District, Division IV (Landowner)	\$ 990.00	\$ 640.00	\$ 530.00
Byron-Bethany Irrigation District, Division V (Landowner)	\$ 310.00	\$ 300.00	\$ 300.00
Byron-Bethany Irrigation District, Division VII (Landowner)	\$ 520.00	\$ 410.00	\$ 370.00
Central San Joaquin Water Conservation District, Division 1	\$ 330.00	\$ 320.00	\$ 310.00
Central San Joaquin Water Conservation District, Division 4	\$ 330.00	\$ 320.00	\$ 310.00
Central San Joaquin Water Conservation District, Division 6	\$ 320.00	\$ 310.00	\$ 310.00
Clements Rural Fire Protection District (3 at large)	\$ 440.00	\$ 370.00	\$ 350.00
Eastside Rural County Fire Protection District (2 at large)	\$ 990.00	\$ 650.00	\$ 530.00
Escalon Consolidated Fire Protection District (2 at large)	\$ 930.00	\$ 610.00	\$ 510.00
Farmington Rural County Fire Protection District (3 at large)	\$ 410.00	\$ 350.00	\$ 340.00
French Camp Municipal Advisory Council (3 at large)	\$ 410.00	\$ 350.00	\$ 340.00
French Camp-McKinley Rural Fire District (3 at large)	\$ 480.00	\$ 390.00	\$ 360.00
Lathrop-Irrigation District (1 at large) (Special Election)	\$ 470.00	\$ 390.00	\$ 360.00
Lathrop-Manteca Rural Fire Protection District (3 at large)	\$ 1,700.00	\$ 1,000.00	\$ 770.00
Liberty Rural County Fire Protection District (2 at large)	\$ 490.00	\$ 400.00	\$ 360.00
Lincoln Rural County Fire Protection District (2 at large)	\$ 770.00	\$ 540.00	\$ 460.00
Linden County Water District (3 at large)	\$ 380.00	\$ 340.00	\$ 330.00
Lockeford Community Services District (2 at large)	\$ 430.00	\$ 360.00	\$ 340.00
Lockeford Municipal Advisory Council (4 at large)	\$ 470.00	\$ 390.00	\$ 360.00
Mokelumne Rural County Fire Protection District (2 at large)	\$ 630.00	\$ 460.00	\$ 410.00
Montezuma Fire Protection District (2 at large)	\$ 450.00	\$ 380.00	\$ 350.00
Morada Municipal Advisory Council (3 at large)	\$ 620.00	\$ 460.00	\$ 410.00
Mountain House Community Services District (3 at large)	\$ 980.00	\$ 640.00	\$ 530.00
North San Joaquin Water Conservation District, Division 2	\$ 530.00	\$ 420.00	\$ 380.00
North San Joaquin Water Conservation District, Division 3	\$ 520.00	\$ 410.00	\$ 370.00
Ripon Consolidated Fire District (3 at large)	\$ 1,330.00	\$ 810.00	\$ 640.00
South San Joaquin Irrigation Division, 3	\$ 1,190.00	\$ 750.00	\$ 600.00
South San Joaquin Irrigation Division, 4	\$ 1,380.00	\$ 840.00	\$ 660.00
South San Joaquin Irrigation Division, 5	\$ 1,460.00	\$ 880.00	\$ 690.00
Stockton-East Water District, Division 1	\$ 14,910.00	\$ 7,610.00	\$ 5,170.00
Stockton-East Water District, Division 3	\$ 14,910.00	\$ 7,610.00	\$ 5,170.00
Stockton-East Water District, Division 4	\$ 14,910.00	\$ 7,610.00	\$ 5,170.00
Thornton Municipal Advisory Council (3 at large)	\$ 350.00	\$ 320.00	\$ 320.00
Tracy Rural County Fire Protection District (2 at large)	\$ 1,160.00	\$ 730.00	\$ 590.00
Tuxedo-Country Club Rural Fire Protection District (2 at large)	\$ 780.00	\$ 540.00	\$ 460.00
Waterloo-Morada Fire Protection District (2 at large)	\$ 930.00	\$ 620.00	\$ 510.00
West Side Irrigation District, Division 4	\$ 310.00	\$ 310.00	\$ 300.00
West Side Irrigation District, Division 5	\$ 300.00	\$ 300.00	\$ 300.00
Woodbridge Irrigation District, Division 2	\$ 400.00	\$ 350.00	\$ 330.00
Woodbridge Irrigation District, Division 5	\$ 1,240.00	\$ 770.00	\$ 610.00
Woodbridge Municipal Advisory Council (4 at large)	\$ 540.00	\$ 420.00	\$ 380.00
Woodbridge Rural County Fire Protection District (2 at large)	\$ 910.00	\$ 610.00	\$ 500.00
Woodbridge Sanitary District (1 at large)	\$ 510.00	\$ 410.00	\$ 370.00

November 3, 2020 Presidential General Election
Candidate Statement Cost Estimates

DISTRICT NAME	Est Cost per Candidate if One Candidate Statement	Est Cost per Candidate if Two Candidate Statements	Est Cost per Candidate if Three Candidate Statements
<u>City Contests</u>			
Escalon City Council (2 at large)	\$ 680.00	\$ 490.00	\$ 430.00
Lathrop Mayor	\$ 1,330.00	\$ 820.00	\$ 640.00
Lathrop City Council (2 at large)	\$ 1,330.00	\$ 820.00	\$ 640.00
Lodi City Council, District 4	\$ 560.00	\$ 430.00	\$ 390.00
Lodi City Council, District 5	\$ 870.00	\$ 590.00	\$ 490.00
Manteca City Council (2 at large)	\$ 3,970.00	\$ 2,130.00	\$ 1,520.00
Ripon City Council (3 at large)	\$ 1,170.00	\$ 740.00	\$ 590.00
Stockton Mayor at Large (runoff)	\$ 12,150.00	\$ 6,230.00	\$ 4,250.00
Stockton District 6 (runoff)	\$ 2,050.00	\$ 1,180.00	\$ 880.00
Tracy Mayor	\$ 4,270.00	\$ 2,280.00	\$ 1,620.00
Tracy City Treasurer	\$ 4,270.00	\$ 2,280.00	\$ 1,620.00
Tracy City Council (2 at large)	\$ 4,270.00	\$ 2,280.00	\$ 1,620.00

Campaign Finance Management

Campaign Finance Filing is a Fair Political Practices Commission (FPPC) requirement to ensure transparency for candidates and public office holders. Below is general advice and information regarding financial disclosure and campaigning activities.

Inform yourself and your staff:

Study the FPPC's two Campaign Disclosure Manuals: (1) State Candidates, and their Controlled and Primarily Formed Committees; and (2) Local Candidates, Superior Court Judges and their Controlled and Primarily Formed Committees.

Before raising or spending any money, file the necessary papers and create a bank account:

File Form 501 (Candidate Intention Statement). Then open a campaign bank account and use that bank account information on your Form 410. Once \$2,000 is raised or spent, get an identification number by filing Form 410 (Statement of Organization).

Calendar all important deadlines and file your reports on time:

Know the due dates for campaign statements and file them on time.

Keep good records:

Maintain details on contributions and expenditures of \$25 or more. Contributions include both monetary and in-kind contributions. Refer to record keeping guidelines in the Campaign Disclosure Manual (available at fppc.ca.gov).

\$100 or more in cash is a red line for contributions or expenditures:

Never accept or spend \$100 or more in cash.

Personal funds for campaign expenses should pass through the campaign bank account:

All personal funds of the candidate must first be deposited in the campaign bank account, except for filing fee and candidate statement of qualifications fee/deposit.

24-hour deadline for reporting large contributions in final 90 days:

During the last 90 days before the election, a 24-hour deadline applies to reporting each contribution of \$1,000 or more from one contributor, even if the contribution is from your personal funds. Use the Form 497: 24-hour Contribution Report.

All contributors should be itemized:

For contributions of \$100 or more, including loans and in-kind contributions, you must disclose the contributor's name, address, occupation and employer.

All purchases of goods or services by an agent or campaign consultant should be itemized:

Itemize expenditures of \$500 or more made by the agent or consultant.

All mailings should identify the candidate/committee:

Include your name and campaign address in at least 6-point type on the outside of all mass mailings (more than 200 pieces). Your committee's name may be used if it includes your name. If your name is not part of the committee's name, you may use just your name or both your name and the name of the committee.

Personal use of campaign funds is prohibited:

Use campaign funds only for political, legislative or governmental purposes.

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 \$1,000 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

An “independent expenditure” is an expenditure made in connection with a communication (e.g., a billboard, advertisement, or mailing) that expressly advocates the election or defeat of a clearly identified candidate or the qualification, passage, or defeat of a clearly identified measure. An independent expenditure is a payment that is not made to—or at the behest of—the affected candidate or committee.

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.

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

CAMPAIGN BASICS

For candidates spending \$2,000 or more



CAMPAIGN RULES PAGE:

Bookmark the [Campaign Rules](#) page to find resources and answers to campaign-related questions throughout your campaign. All links noted below can be reached through the [Campaign Rules](#) page.

FPPC Home Page > Learn > Campaign Rules

TWO IMPORTANT RULES TO REMEMBER:

- Candidates **MUST** file Form 501 before soliciting or accepting contributions.
- Candidates **MUST** deposit funds into the campaign bank account before spending money on the campaign. Candidates may not spend money out of pocket for campaign expenses.

FORMS TO START:

- Form [501](#) – Candidate Intention Statement
- Form [410](#) – Statement of Organization (No bank account yet? Enter “Pending” where asked.)
- Form [700](#) – Statement of Economic Interests (See your elections official for filing date.)

ID NUMBER:

1. Send completed Form 410 to CA Secretary of State (SOS) and a copy to your local filing official.
2. SOS issues the committee ID number and posts it to their website, usually within 1-2 business days after receiving your completed Form 410.
3. To find your committee ID number, go to cal-access.sos.ca.gov.
4. Enter your committee name in the search bar at top left of the screen.
 - If your committee ID number is not available, SOS may not have posted it yet. Or, the Form 410 may be incorrect and SOS will send you a notice via USPS.
 - To find out the status of your ID number, contact the SOS at (916) 653-6224.

FILING SCHEDULES & DEADLINES:

Determine what campaign reports are due, and when they’re due, by reviewing your [filing schedule](#).

MOST COMMON CAMPAIGN REPORTS:

- Form [460](#) – Recipient Committee Campaign Statement
- Form [497](#) – 24-Hour Contribution Report

MANUALS:

- Disclosure [Manual 1](#) – State Candidates
- Disclosure [Manual 2](#) – Local Candidates and Judges

CANDIDATE/TREASURER VIDEO:

Watch the [Candidate/Treasurer video](#) and print the accompanying [slides](#).

TRAINING OPPORTUNITIES:

In addition to the video above, you may learn more by registering for [webinars and workshops](#).

FPPC Home Page > Learn > Campaign Rules > Training & Outreach > Candidate, Treasurer, or Committee?

QUESTIONS?

- advice@fppc.ca.gov
- (866) 275-3772 Mon-Thurs, 9-11:30 a.m.



STATE OF CALIFORNIA
FAIR POLITICAL PRACTICES COMMISSION

Local Candidate/Committee Checklist

File Form 501 (Candidate Intention)

You must file [Form 501](#) before soliciting, raising or spending any money in connection with your election. The only exception to this requirement is if you use personal funds to pay a filing fee or ballot statement fee.

Candidates Raising and Spending Less than \$2,000

File Form 470 (Officeholder and Candidate Campaign Statement Short Form)

The [Form 470](#) is filed by candidates who do not have a controlled committee and do not anticipate receiving or spending \$2,000 or more, including personal funds, in a calendar year. These candidates generally do not file a Form 410 or other campaign statements or reports related to their campaign unless they receive or anticipate receiving or spending \$2,000 or more.

Candidates Raising \$2,000 or More

File Form 410 (Statement of Organization)

Once you receive or spend \$2,000 or more in a calendar year, you must file a [Form 410](#) as a recipient committee within 10 days of qualifying. File the original and one copy of the [Form 410](#) with the Secretary of State and a copy with your local filing officer. The Secretary of State's address is on the [Form 410](#).

Open a Campaign Bank Account

All monetary contributions (including all personal funds you use for your campaign) must be deposited in the campaign bank account before being spent. **Never** deposit campaign contributions in your personal bank account.

Committee Treasurer

The Act requires that every committee appoint a treasurer. The individual listed on the most recent [Form 410](#) with the Secretary of State continues to be legally responsible until an amendment is filed to designate a new treasurer. Please note a candidate may act as his or her own treasurer.

File Campaign Statements

You must file campaign statements ([Form 460](#)) disclosing the committee's activity during a specified period. Please access the Commission's [filing schedules](#) to find the schedule that applies to you/your election. Committees are required to file campaign statements as well as other reports including semi-annual campaign statements until the committee terminates.

24 Hour Reports

Within 90 days before the election, including the date of the election, if a committee receives a contribution(s) of \$1,000 or more from a single source, including loans from the candidate, the [Form 497](#) must be filed within 24 hours.

Local Campaign Contribution Limits

Make sure you are aware of any local contribution limits before accepting contributions.

After the Election

Following the election, your duty to file campaign statements continues until your committee terminates. In order to terminate, you must file a [Form 460](#) with your local filing officer reporting a zero balance **AND** a [Form 410](#) indicating the termination with the Secretary of State's Office and a copy with your local filing officer.



Local Candidate/Committee Checklist

Additional Resources and Helpful Links

- [FPPC Campaign Manual 2 for Local Candidates and their Controlled Committees](#)
- [FPPC Campaign Forms](#)
- [FPPC Filing Schedules](#)
- [FPPC Fact Sheet on Terminating Your Committee](#)
- [FPPC Political Advertisement Disclaimers for Candidate Committees for their own Election](#)
- [FPPC Frequently Asked Questions on Campaign Activity](#)
- [Local Campaign Ordinances](#)

Have Further Questions?

Feel free to contact us by email at advice@fppc.ca.gov or by phone at 1-800-ASK-FPPC. Please note that our advice phone hours are 9:00 am – 11:30 am, Monday through Thursday.

**Fair Political Practices Commission
Filing Schedule for
Candidates and Controlled Committees for Local Office
Listed on the November 3, 2020 Ballot**

Deadline	Period	Form	Notes
July 31, 2020 <i>Semi-Annual</i>	* – 6/30/20	460 or 470	<ul style="list-style-type: none"> • 460: All committees must file Form 460.
Within 24 Hours <i>Contribution Reports</i>	8/5/20 – 11/3/20	497	<ul style="list-style-type: none"> • File if a contribution of \$1,000 or more in the aggregate is received from a single source. • File if a contribution of \$1,000 or more in the aggregate is made to or in connection with <i>another</i> candidate or measure being voted upon November 3, 2020. • The recipient of a non-monetary contribution of \$1,000 or more in the aggregate must file a Form 497 within 48 hours from the time the contribution is received. • File by personal delivery, e-mail, guaranteed overnight service, or fax. The committee may also file online, if available.
Sept 24, 2020 <i>1st Pre-Election</i>	7/1/20 – 9/19/20	460 or 470	<ul style="list-style-type: none"> • Each candidate listed on the ballot must file Form 460 or Form 470 (see below).
Oct 22, 2020 <i>2nd Pre-Election</i>	9/20/20 – 10/17/20	460	<ul style="list-style-type: none"> • All committees must file this statement. • File by personal delivery or guaranteed overnight service. The committee may also file online, if available.
Feb 1, 2021 <i>Semi-Annual</i>	10/18/20 – 12/31/20	460	<ul style="list-style-type: none"> • All committees must file Form 460 unless the committee filed termination Forms 410 and 460 before Dec 31, 2020.

Additional Notes:

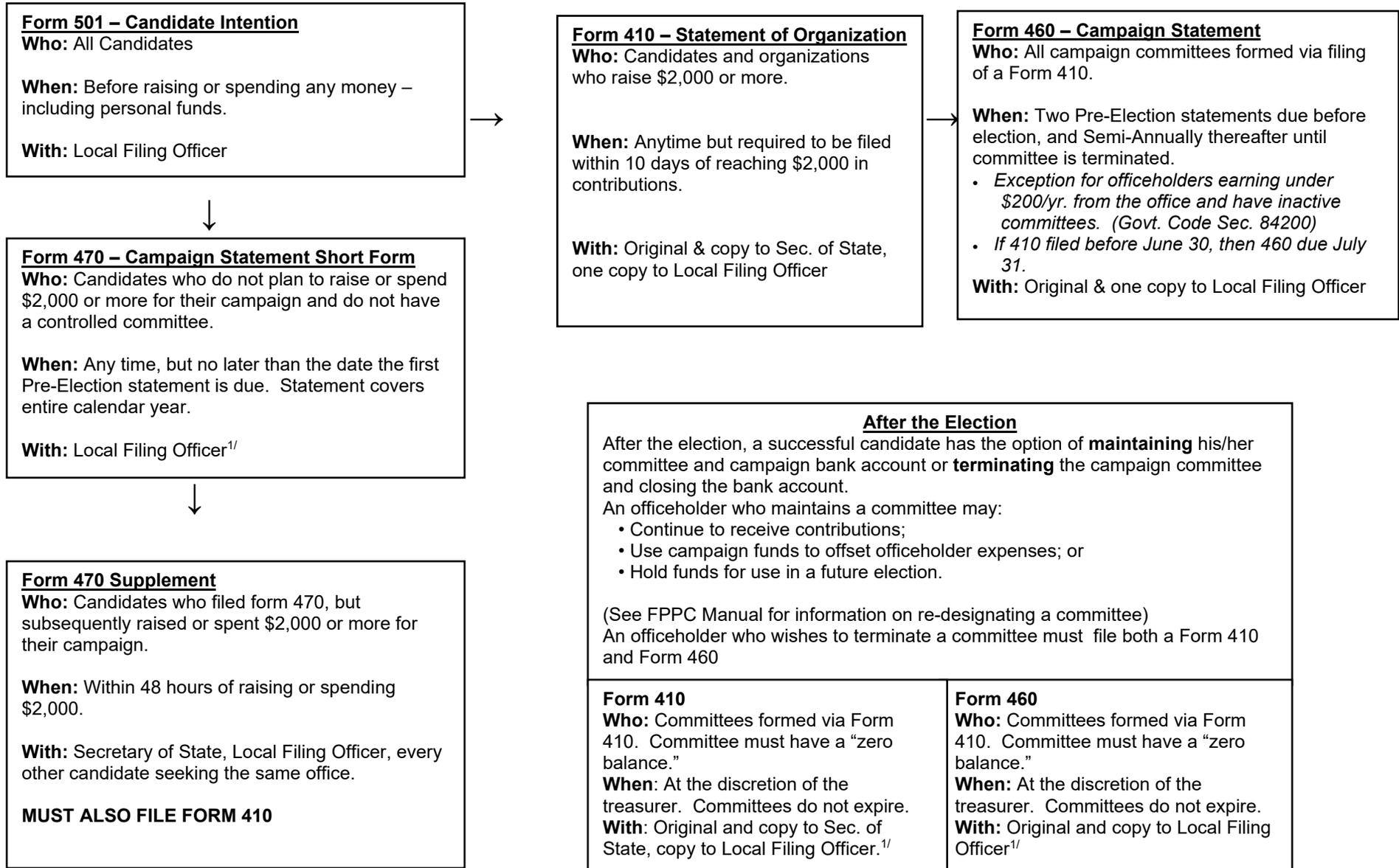
- *** Period Covered:** The period covered by any statement begins on the day after the closing date of the last statement filed, or January 1, if no previous statement has been filed.
- **Local Ordinance:** Always check on whether additional local rules apply.
- **Deadline Extensions:** Deadlines are extended when they fall on a Saturday, Sunday, or an official state holiday. This extension does not apply to a 24-Hour/10-Day Contribution Report (Form 497) that is due the weekend before the election, and this extension never applies to any 24-Hour/10-Day Independent Expenditure Report (Form 496). Such reports must be filed within 24 hours, regardless of the day of the week.
- **Method of Delivery:** All paper filings may be filed by first class mail unless otherwise noted. A paper copy of a statement may not be required if a local agency requires online filing pursuant to a local ordinance.
- **Form 501:** All candidates must file Form 501 (Candidate Intention Statement) before soliciting/receiving contributions.
- **Form 460:** Candidates who have raised/spent \$2,000 or more file the Form 460. The Form 410 (Statement of Organization) must also be filed once \$2,000 or more has been raised/spent.

Fair Political Practices Commission

- **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 must 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 Form 470 Supplement and a Form 410 must be filed.
- **Independent Expenditures:** Committees making independent expenditures totaling \$1,000 or more to support or oppose other candidates or ballot measures also file:
 - [462](#): This form must be e-mailed to the FPPC within 10 days.
 - [496](#): This form is due within 24 hours if made in the 90-day, 24-hour reporting period of the candidate's or measure's election. Refer to the applicable filing schedule. Form 496 is filed with the filing officer in the jurisdiction of the affected candidate or measure.
- **After the Election:** Reporting requirements will depend on whether the candidate is successful and whether a campaign committee is open. See [Campaign Disclosure Manual 2](#) for additional information.
- **Public Documents:** All statements are public documents.
- **Resources:** Campaign manuals and other instructional materials are available [here](#). Or, visit www.fppc.ca.gov > Learn > [Campaign Rules](#).

Basic Campaign Filing Guidelines for Candidates

Please review full instructions for each form and applicable State regulations on the FPPC website, www.fppc.ca.gov.



Political Advertising

Rules and regulations surrounding political advertising vary depending on the jurisdiction. It is up to the candidate to know the rules before putting up signs.

State

The California Department of Transportation, Right of Way Program - Outdoor Advertising Branch, has specific requirements pertaining to political signs placed within their areas of jurisdiction. For detailed information visit <https://dot.ca.gov/programs/traffic-operations/oda/political-signs>

Public Utilities prohibit posting of signs on their property including telephone poles.

County

San Joaquin County requirements can be found at in the County ordinance Code, Division 17 - Sign Regulations Chapter 9-1700 and sections 2-7200 & 9-1710.4

All Political Signs in unincorporated San Joaquin County shall be removed within thirty (30) days following the conclusion of an election.

For additional information regarding political and campaign signs contact the San Joaquin County Community Development Department's Planning Division Counter Help Desk at (209) 468-2193 or visit sjgov.org/commdev

City

The County does not have jurisdiction over the placement or removal of campaign lawn signs or other outdoor advertising within city limits. Please check with each city for any local ordinances.

How to Order Voter Data from the Registrar of Voters

Our database of voter registration information is available to qualified purchasers, subject to submission and approval of the required application form and payment of the required fee. (EC §§2183-2194.1)

Our voter data files are available to any member of the state or federal legislature, or any candidate who is to be voted for in the county, in a city therein, or in a political subdivision of either, or upon written demand of his or her campaign committee, of any committee for or against any proposed ballot measure, or of any committee for or against any referendum or initiative measure for which legal publication has been made. (EC §2184)

Information is also available on written request to a chair or vice chair of a party state central committee or of the chair of a party county central committee. (EC §2185)

The Registrar of Voters Office has a great deal of data available to candidates for use in their campaign. Most data is available on CD, printed report, or through our ftp site. Please allow 3 – 5 working days for regular jobs and 5 – 7 working days for custom jobs.

Requests for election and voter data must be in writing (preferably on company or campaign letterhead).

If voter addresses and phone numbers are being requested, the “Application for Voter Registration Services” must be completed. The application can be found on line at www.sjcrov.org, or the Elections Office will fax or e-mail this application upon request. Upon receipt of the application, it will be reviewed by elections staff to determine if the applicant is eligible for the information. Identification of the applicant must be proven by a driver’s license or state identification card. If an applicant is a San Joaquin County resident, driver’s license must be shown in the Registrar of Voters Office. If an applicant is a non-San Joaquin County resident, a photocopy of a driver’s license must accompany the application.

Payment is required prior to processing any requests for information. (check, money order or cash is acceptable). Call the Registrar of Voters Office for cost estimate and shipping & handling charges.

Shipping or delivery will be charged to purchaser. If out of the area, it is suggested you include a Federal Express air bill, which is billed to your account. If data is to be picked up from the office in person, a courtesy call can be made upon completion.

All Services require an [Application for Voter Registration Services](#) or a [GIS Product Request](#) form be completed.

Setup Fees

Data Customer Setup	\$40.00
Election Setup (City, School and Special Districts)	\$500.00
Reclamation District Set-up	\$50.00
Election Appearing on Ballot	actual cost

Candidate Statements of Qualifications Fees are Actual Cost

Actual costs will vary depending on the number of registered voters in the district, translation fees, printing costs, typing and proofing costs, page setup fees, plus fees shown below.

Paper Copy Handling Fee <i>with no</i> electronic copy	\$250.00
Paper Copy Handling Fee <i>with</i> electronic copy	\$150.00
Translation and Mailing	actual cost

Master Voter File* (*Master Voter Jobs - MVMJ004*) \$68.00

Voter Data for any Jurisdiction - must select jurisdiction

City, Countywide, Supervisorial District, Congressional, State Senate, State Assembly, Municipal, School or Special District

Voting History - must select from below

No voting history (just voter data)

Voting history in up to 5 elections (in same file with voter data)

All voting history for each voter (data and history in separate files)

Election Management System Reports

Standard System EIMS Reports - free download or standard copy fee (\$0.10 per page)

Precinct to District File (*PDMJ001*)

List of Polling Places

List of All Elected Officials

List of Candidates Who Filled for Office

Street Guide

Custom System EIMS Reports

Vote-by Mail Data File* \$45.00 per report

Other Custom System Reports

Special Job Requests

Technical Staff Time \$200.00

ROV Staff Time \$83.00

Precinct Maps

Paper Print-out \$25.00 each
(City, County, Congressional, State Senate, Assembly, Board of Education, or Supervisorial)

Set of 8 Paper Maps \$65.00 set
(7 Cities and 1 Countywide)

Digital Maps

PDFs of paper maps free download or

GIS Shapefiles \$25.00 for custom export

Precinct boundaries

Sub-precinct boundaries

Note:

Please submit [Map/GIS request form](#) for map requests and allow 3 to 5 business days for printing

*** Products shown with a red star* are confidential and have special purchase requirements.** For instance, data customers must meet certain qualifications, provide a statement of intended use, and attest under penalty of perjury that the information will not be used for commercial or other uses not permitted under the law.

State Mandated Charges:

Certified Copy of Voter Registration* (EC §2167)	\$1.50 (each)
Indexes of Voters* (Walking Index EC §2184)	\$0.50 (per thousand voters)

Campaign Statement / Statements of Economic Interests:

Documents available online	free download
Hard Copy per page (G.C. 81008)	\$0.10
Retrieval Fee Per Requests for Copies More than 5 Years Old (G.C. 81008)	\$5.00

Statements of Votes Cast

Primary or General Election	free download, hard copy paper at printing cost, or standard copy fee
City, District or by Specific Contest	

General

Standard copy fees (CAM 709.7)	\$0.10 per page for first 21 pages \$0.07 per page thereafter
Electronic Media with ROV data (CD/DVD/USB Drive)	\$2.00
Credit Card Fee	\$1.35 or 2.29% of total (whichever is greater)

*** Products shown with a red star* are confidential and have special purchase requirements.** For instance, data customers must meet certain qualifications, provide a statement of intended use, and attest under penalty of perjury that the information will not be used for commercial or other uses not permitted under the law.

Map and GIS products require the use of a request form stating the terms and conditions of the use of the maps. This can be found on the [Forms](#) page of our web site, or by following the link: <https://www.sjgov.org/WorkArea/DownloadAsset.aspx?id=28752>

All Services require an *Application for Voter Registration Services* or a *GIS Product Request* form be completed.

Advance Payment is Required for All Requests | We Accept Cash, Check or Credit Card

Please Make Check Payable to: San Joaquin County Registrar of Voters | Credit Card fee required

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 Charlie Brown to State Senate 2000, 555 Main Street, Any Town, CA 95555

“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)

Campaign mailing prohibitions are stated in Government Code § 84305 and provide as follows:

(a) (1) Except as provided in subdivision (b), a candidate, candidate controlled committee established for an elective office for the controlling candidate, or political party committee shall not send a mass mailing unless the name, street address, and city of the candidate or committee are shown on the outside of each piece of mail in the mass mailing and on at least one of the inserts included within each piece of mail of the mailing in no less than 6-point type that is in a color or print that contrasts with the background so as to be easily legible. A post office box may be stated in lieu of a street address if the candidate’s, candidate controlled committee established for an elective office for the controlling candidate’s, or political party committee’s address is a matter of public record with the Secretary of State.

(2) Except as provided in subdivision (b), a committee, other than a candidate controlled committee established for an elective office for the controlling candidate or a political party committee, shall not send a mass mailing that is not required to include a disclosure pursuant to Section 84504.2 unless the name, street address, and city of the committee is shown on the outside of each piece of mail in the mass mailing and on at least one of the inserts included within each piece of mail of the mailing in no less than 6-point type that is in a color or print that contrasts with the background so as to be easily legible. A post office box may be stated in lieu of a street address if the committee’s address is a matter of public record with the Secretary of State.

(b) If the sender of the mass mailing is a single candidate or committee, the name, street address, and city of the candidate or committee need only be shown on the outside of each piece of mail.

(c) (1) A candidate, candidate controlled committee established for an elective office for the controlling candidate, or political party committee shall not send a mass electronic mailing unless the name of the candidate or committee is shown in the electronic mailing preceded by the words "Paid for by" in at least the same size font as a majority of the text in the electronic mailing.

(2) A committee, other than a candidate controlled committee established for an elective office for the controlling candidate or a political party committee, shall not send a mass electronic mailing that is not required to include a disclosure pursuant to Section 84502 or 84504.3 unless the name of the committee is shown in the electronic mailing preceded by the words "Paid for by" in at least the same size font as a majority of the text in the electronic mailing.

(d) If the sender of a mass mailing is a controlled committee, the name of the person controlling the committee shall be included in addition to the information required by subdivision (a) or (c).

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

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

(2) "Sender" means the candidate, candidate controlled committee established for an elective office for the controlling candidate, or political party committee who pays for the largest portion of expenditures attributable to the designing, printing, and posting of the mailing which are reportable pursuant to Sections 84200 to 84216.5, inclusive.

(3) To "pay for" a share of the cost of a mass mailing means to make, to promise to make, or to incur an obligation to make, any payment: (A) to any person for the design, printing, postage, materials, or other costs of the mailing, including salaries, fees, or commissions, or (B) as a fee or other consideration for an endorsement or, in the case of a ballot measure, support or opposition, in the mailing.

(f) This section does not apply to a mass mailing or mass electronic mailing that is paid for by an independent expenditure.

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. The code sections are available for viewing at leginfo.ca.gov

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. Also, as used in this section, "polling place" means any room or facility where in-person voting is taking place.

Electioneering Near Polling Place

No person shall within 100 feet of an in-person voting location: (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.

Election Night Vote Count

The Semifinal Official Canvass (EC §§15150-15290)

Extracting votes and reporting results: The semifinal official canvass will commence immediately upon the close of the polls at 8 p.m., November 3, 2020 within the secure, central counting location at the Office of the Registrar of Voters either at 44 N. San Joaquin St., Third Floor, Suite 350, Stockton, CA 95202 or 7585 S. Longe St., Suite 112, Stockton, CA 95206. Exact location will be announced closer to Election Day.

On election night, we will release one report which will include all of the Vote by Mail ballots received, qualified, scanned and adjudicated through approximately, November 1, 2020. The report is expected to be released at approximately 8:30 pm.

A subsequent report release schedule will be posted after the election.

The most current election results will be posted online at sjcrov.org, and will be posted on the @SanJoaquinVotes Twitter account.

Candidates, and interested members of the media and public, will be able to sign up to receive alerts by contacting the Candidate Filing Officer.

Canvass of the Vote

The election canvass process is an internal audit required by state law to ensure the accuracy of election results. California election law allows 30 days for the conduct of the official canvass. All aspects of the canvass are open to public inspection. During the canvass, Vote-by-Mail and provisional ballots not counted on election night are researched to validate eligibility.

The canvass concludes with the certification and issuance of official election results. Listed below are the major components of the official canvass.

Roster Reconciliation

Following the close of the polls election night, election officers are responsible for completing the Official Ballot Statement. The statement lists the exact number of voted ballots, unused ballots, spoiled ballots, roster signatures, etc. As part of the official canvass, the number of signatures indicated by the inspector on the roster is compared to the number of ballots tabulated by the computer tally system.

1% Manual Vote Tally

All voted ballots from a randomly selected 1% of the precincts are manually tallied and balanced against the computer counts to verify the accuracy of the election tally system. This process is required by law.

Statement of the Votes Cast & Certification of the Election

No later than 30 calendar days following an election, the Registrar of Voters must prepare and certify the "Statement of the Votes Cast" and present it to the County Board of Supervisors and all jurisdictions who participated in the election. The Statement will be available online at sjcrov.org

Contact Information

ROV Staff

Unit	Name	Phone	Email
Candidate Filing	Olivia Hale	209.944.8829	ofink@sjgov.org
Voter Registration & Vote by Mail	Ronda Patrick	209.468.3192	rpatrick@sjgov.org
Precinct Operations	Alicia Stevens	209.468.2894	astevens@sjgov.org
Data Requests	Ronda Patrick	209.468.3192	rpatrick@sjgov.org
GIS (Maps) Requests	Dan Allum	209.953.9671	dallum@sjgov.org
Administration	Mary Ann Doblados	209.468.8831	mdoblados@sjgov.org

Additional Contact Information

Resource	Organization	Phone	Email/Website
General Candidate Filing Information	ROV	209.468.4589	candidates@sjgov.org
General Information from the Office of the ROV	ROV	209.468.2890	registrar@sjgov.org
Political Reform & Financial Information	Secretary of State	916.653.6224	sos.ca.gov
Campaign Finance Information, Training Manuals, Forms & Advice	FPPC	General: 916.322.5660 Advice: 1.866.275.3772	fppc.ca.gov
Political Signs on State Owned Property	Department of Transportation	916.654.6473	dot.ca.gov

City Clerk Directory

City	City Clerk	Phone	Email	Address
Escalon	Tammy Alcantor	209.691.7400	talcantor@cityofescalon.org	2060 McHenry Ave. Escalon 95320
Lathrop	Teresa Vargas	209.941.7230	tvargas@ci.lathrop.ca.us	390 Towne Center Dr. Lathrop 95330
Lodi	Pamela Ferris (Interim)	209.333.6702	pfarris@lodi.gov	221 W. Pine St. 2 nd Floor Lodi 95241
Manteca	John Tresidder	209.456.8025	jtresidder@ci.manteca.ca.us	1001 W. Center St. Manteca 95336
Ripon	Lisa Roos	209.599.2108	lroos@cityofripon.org	259 N. Wilma Ave. Ripon 95366
Stockton	Eliza Garza	209.937.8447	city.clerk@stocktonca.gov	425 N. El Dorado St. Stockton 95202
Tracy	Adrienne Richardson	209.831.6105	adrienne.richardson@ci.tracy.ca.us	333 Civic Center Dr. Ste. 209 Stockton 95376