



San Joaquin County Registrar of Voters' Office
Statement of Qualifications
Tuesday, March 5, 2024 Presidential Primary Election

Name of Candidate _____ Estimated Cost of Statement \$ _____

District _____ Office Sought _____

Content:

- Be accurate. Statements will be printed as submitted. Spelling, punctuation, and grammatical errors **will not** be corrected by the elections office; therefore, all statements should be carefully checked before submission.
- Elections Code §13308 limits any candidate statement submitted to a recitation of the candidate's background and qualifications and prohibits any reference to other candidates for the office sought or to another candidate's qualifications, character, or activities.

Word Count:

- The Statement of Qualifications cannot exceed 200 words (250 words for candidates for legislative office who meet FPPC eligibility requirements to submit a statement). Candidates for the County Board of Education are limited to 400 words. The governing body of school districts and special districts have the option to allow 200 or 400 words.

Elections Code § 13307

Formatting Rules:

- No **bolding**, underlining, or *italicizing*.
- ALL CAPS is not allowed
- No bullet points. Listed items must be formatted as a sentence.

Endorsements & Permissions:

- Statements containing endorsements must be accompanied by written authorization letter(s) from the person(s) and/or organization(s) offering the endorsement, at the time your statement is submitted. Letters must be signed and dated.
- If you use someone else's name in your statement, an original letter from that person stating that they permit you to use their name in this manner, must be filed with your statement. Letters must be signed and dated.

Public Examination:

- Elections Code §13313 allows for a ten-day public examination period of all candidate statements prior to submittal for printing in the County Voter Information Guide. During this period, the elections official, or any voter within the jurisdiction in which the election is being held, may seek a writ of mandate or an injunction requiring any or all of the material in the candidate statement to be amended or deleted.

NOTE: A COMPLETE LIST OF RESTRICTIONS AND REQUIREMENTS IS DESCRIBED IN THE CANDIDATE GUIDE. REFER TO THE GUIDE WHEN COMPLETING YOUR STATEMENT.

The information in the *NAME* and *OCCUPATION* fields below will be printed in the candidate statement area of the County Voter Information Guide exactly as it appears below. The *OCCUPATION* field in the candidate statement is not restricted in the same manner as the ballot designation that appears underneath the candidate's name on the Official Ballot. Therefore, it may be different than the candidate's ballot designation. The *AGE* and *OCCUPATION* fields in the candidate statement are optional. If a candidate does not place age and/or occupation on the candidate statement document, those fields will appear blank in the County Voter Information Guide.

Instructions: Use the example layout below when creating your candidate statement in a Word format. Do not send a PDF of your statement. Use this sheet as a cover page for your statement when submitted. Once you have finished filling out this form, open a blank Word document and follow the layout below to begin creating your candidate statement of qualifications in Word format. Once completed email it as an attachment to candidates@sjgov.org, write **Candidate SOQ** in the subject line.

Statement of Qualifications Layout Example:

**STATEMENT OF CANDIDATE FOR
NAME OF OFFICE SOUGHT
DISTRICT, DIVISION OR TRUSTEE AREA No.**

NAME: (to match name on ballot, all caps and bold)

Age: (optional)

Occupation: (optional may be more descriptive than the ballot designation)

Qualifications: (begin your statement of qualification here, word count from this point forward)

☐ **YES, I will file a candidate statement of qualifications. In the event there is no opposition for this contest and it does not go to ballot, this statement of qualifications will not be printed and the fees paid will be refunded.**

☐ **NO, I will not file a candidate statement.**

Signature of Candidate: _____ Date: _____