



# OLYMPIC VALLEY PUBLIC SERVICE DISTRICT



## Olympic Valley Public Service District Board Elections

The Olympic Valley Public Service District is governed by a five-member Board of Directors and they are elected to staggered, four-year terms. In 2024, the District will have three seats up for election to serve for four-years. Elections are held every two years, during even-year November General Elections. Directors are elected at large by the voters within District boundaries, including a portion of the Truckee River Corridor. Only registered voters within District boundaries are eligible to run for office.

Placer County conducts elections, and registered voters interested in running for office are required to file candidate nomination papers with Placer County. **Candidate filing for District Director positions begins July 15, 2024, and closes August 9, 2024.** There will be a candidate workshop on Saturday, July 20th in Rocklin and via Zoom hosted by Placer County Elections.

Candidates may contact the Placer County Elections Division for more information at:

Phone: 530-886-5650

Website: <https://www.placercountyelections.gov/candidate-filing/>

E-mail: [candidates@placer.ca.gov](mailto:candidates@placer.ca.gov)

Information about the Olympic Valley Public Service District is available at: [www.ovpsd.org](http://www.ovpsd.org). Please contact us with any questions at 530-583-4692 or [info@ovpsd.org](mailto:info@ovpsd.org).



# OLYMPIC VALLEY PUBLIC SERVICE DISTRICT



## DISTRICT ELECTION PROCESS – 2024

- The Olympic Valley Public Service District is governed by a five-member Board of Directors and they are elected to staggered, four-year terms.
- Elections are held every two years, during even-year November General Elections. Directors are elected at large by the voters within District boundaries, which includes a portion of the Truckee River Corridor.
- Registered voters within District boundaries are eligible to run for office.
- Current Director's compensation is \$600 per month for attendance at all regular, special and committee meetings of the Board and other Board-directed meetings, trainings and events. The District also offers a \$6,000 per year reimbursement for eligible medical expenses for Directors/family.
- Elections are conducted by Placer County. Voters interested in running for office are required to file candidate nomination papers with Placer County. Candidate procedures and filing schedules may be obtained from Placer County Elections Division.
- Elections are conducted by Placer County and registered voters interested in running for office are required to file candidate nomination papers with Placer County. Candidate filing for District Director positions begins **July 15, 2024 and closes August 9, 2024**. Candidate materials, directions for requesting an appointment to file, and further information are available at <https://www.placercountyelections.gov/candidate-filing/>.
- Candidates are required to file a Statement of Economic Interests under §87200 of the Political Reform Act. The Act requires public disclosure of certain investments, interests and incomes that may pose potential conflicts of interest. Additionally, newly elected public officials are required to attend Ethics Training and Harassment Prevention Training within one year of taking office, and every two-years for the duration of appointment. First term Directors are also required to attend and complete the Special District Leadership Academy's Governance Leadership Conference for Elected and Appointed Directors provided by the California Special Districts Association.
- Candidates may contact the Placer County Elections Division for more information, candidate workshop information and filing materials. Contact Information: Phone: 530-886-5650 | Website: <https://www.placercountyelections.gov/candidate-filing/> | E-mail: [candidates@placer.ca.gov](mailto:candidates@placer.ca.gov)
- For questions, or to learn more about the role of a Director, please contact the District's Board Secretary, Jessica Asher, or the General Manager, Charley Miller; at (530) 583-4692.

# CONSIDERING RUNNING FOR OFFICE?

Join the Placer County Elections Office for a workshop to learn about the requirements for running for public office, which offices are up for election and the basics of running a political campaign.



## WHEN AND WHERE:

Saturday, July 20, 2024 10:00 a.m. - 1:00 p.m.

In Person: Placer County Elections Office Training Room  
3715 Atherton Road  
Rocklin, CA 95765

Zoom: <https://placer-ca-gov.zoom.us/j/92958931825>

Telephone: US 1-877-853-5247 (Toll-free)

or 1-888-788-0099 (Toll-free)

Webinar ID: 929 5893 1825

The candidate filing period for the November 5, 2024 General Election opens July 15, 2024 and closes August 9, 2024. For more information on the workshop, contact the Elections Office at 530-886-5650 or visit our website at [www.placercountyelections.gov](http://www.placercountyelections.gov).





# CANDIDATE GUIDELINES

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November 5, 2024  
General  
Election



Prepared by the Placer County Elections Office  
Ryan Ronco Clerk-Recorder-Registrar of Voters



## Notice to Candidates

The information included in this guide is not all-encompassing. In the event there is a conflict between this guide and the law, regulation or rule, the statutory requirements shall apply. This content is being distributed with the understanding that neither the Secretary of State, nor the Placer County Elections Office, is rendering legal advice, and that this information is not to be a substitute for legal counsel. As such, candidates, committees and campaign staff should also examine all applicable laws and regulations.

Candidates who do not meet every filing requirement within the nomination filing process will not be eligible to appear on the ballot, as there are no extensions or provisions for missed or late filings.

## Table of Contents

QUICK REFERENCE CALENDAR .....	4
WHAT TO EXPECT WHEN FILING .....	5
DEFINITIONS .....	6
FEDERAL, STATE AND LOCAL AGENCY CONTACT INFORMATION.....	7
REPORTING ELECTION VIOLATIONS .....	8
GENERAL ELECTION VOTING .....	9
APPEARING ON THE BALLOT .....	10
OFFICES UP FOR ELECTION .....	11
INCOMPATABILITY OF OFFICES .....	18
CANDIDATE QUALIFICATION INFORMATION.....	19
FILING FOR OFFICE .....	20
NOMINATION DOCUMENT OVERVIEW .....	22
DECLARATION OF CANDIDACY.....	23
BALLOT DESIGNATION.....	24
NOMINATION PETITION.....	27
CANDIDATE STATEMENT OF QUALIFICATIONS.....	29
CODE OF FAIR CAMPAIGN PRACTICES .....	43
WHEN TO FILE .....	44
WRITE-IN CANDIDATES .....	45
FINANCIAL AND CAMPAIGN DISCLOSURE INFORMATION .....	46
CAMPAIGN DISCLOSURE FILING SCHEDULE .....	48
CAMPAIGN CONTRIBUTION LIMITS .....	52
GENERAL CAMPAIGN INFORMATION.....	54
VOTER REGISTRATION DRIVES.....	56
APPENDIX A: SERVICES TO CANDIDATES .....	58

**QUICK REFERENCE CALENDAR FOR  
NOVEMBER 5, 2024 GENERAL ELECTION  
Candidate Calendar**

July 3, 2024 (E-125)	Last day resolutions and boundary maps can be submitted to the Elections Office to guarantee placement of measure on ballot. <i>Cal. Elec. Code §§ 10509, 10522, 10524</i>
July 15, 2024 (E-113)	Candidate filing period begins. <i>Cal. Elec. Code §§ 333, 8020, 8040, 8041</i>
July 20, 2024 (E-108)	Candidate workshop to be held at the Elections Office in Rocklin
July 30, 2024 (E-98)	Last day that a candidate from the Primary Election may request a different ballot designation for use in the General Election. <i>Cal. Elec. Code § 13107(h)</i>
July 31, 2024 (E-97)	Last day to file semi-annual campaign statements (from last statement to 06/30/24). <i>Cal. Gov. Code § 84200</i>
August 9, 2024 (E-88)	Close of regular candidate filing period. This period is extended if an eligible incumbent fails to file. <i>Cal. Elec. Code §§ 8020(b), 8063, 8064, 8403, 8550, 13107.3</i>
August 14, 2024 (E-83)	Close of extended candidate filing period. <i>Cal. Elec. Code §§ 8022, 8024</i>
August 15, 2024 (E-82)	Random alphabet draw to be held at 11 a.m. to determine the ballot order of candidates' names. <i>Cal. Elec. Code §§ 13112 (b)(1)(C)</i>
September 9, 2024 (E-57)	Write-in candidate filing period begins. <i>Cal. Elec. Code §§ 8601</i>
September 26, 2024 (E-40)	Last day to file 1 <sup>st</sup> pre-election campaign statements (from 7/1/24-9/21/24). <i>Cal. Gov. Code §§ 84200, 84200.5, 84200.8</i>
October 7, 2024 (E-29)	Ballots placed in mail to all active registered voters no later than this date. First day to begin processing returned ballots. <i>Cal. Elec. Code §§ 3001(b), 15101</i>
October 7, 2024 (E-29)	Placer County Voter Information Guides will be mailed to voters by this date. <i>Cal. Elec. Code §§ 13303(a), 13305</i>
October 22, 2024 (E-14)	First day for conditional registration for this election. <i>Cal. Elec. Code § 2170 (a)</i>
October 22, 2024 (E-14)	Close of write-in candidate filing period. <i>Cal. Elec. Code §§ 8601, 8604</i>
October 24, 2024 (E-12)	Last day to file 2 <sup>nd</sup> pre-election campaign statements (from 9/22/24 – 10/19/24). <i>Cal. Gov. Code §§ 84200, 84200.5, 84200.8</i>
October 29, 2024 (E-7)	Last day to request a ballot by mail. <i>Cal. Elec. Code §§ 3001(a)</i>
November 5, 2024	ELECTION DAY <i>Cal. Elec. Code §§ 1000(e), 1200</i>

## What To Expect When Filing

The Placer County Elections Office now offers two different ways for aspiring candidates to pull paperwork when filing for office:

1. **In Person** – Visit the Elections Office in person during the candidate filing period to obtain the nomination documents required to file for office. Our friendly elections staff will explain each nomination document as it is issued to you, as well as the requirements you must meet to be considered a qualified candidate.
2. **Authorize a Representative** – A prospective candidate may authorize another individual representative to visit the Elections Office in person to obtain or deliver nomination documents on their behalf. The representative will need to present the elections staff with written and signed authorization from the candidate that contains the following information:
  - The name of the candidate
  - The office the candidate is seeking
  - The candidate’s contact information
  - The candidate’s residence address
  - A statement from the candidate that they are aware of the deadlines associated with filing
  - The candidate’s “wet” (not digital or scanned) signature

A candidate authorization form may be obtained from the Elections Office or on our website at [www.placercountyelections.gov/candidate-filing](http://www.placercountyelections.gov/candidate-filing). For more information about these requirements and what to expect when filing for office, please review the “Filing for Office” section of these guidelines.

The Placer County Elections Office is located at 3715 Atherton Road, Rocklin, CA, 95765. Elections staff are available to assist you Monday through Friday from 8 a.m. to 5 p.m. in person, by email at [candidates@placer.ca.gov](mailto:candidates@placer.ca.gov) or by phone at 530-886-5650 (toll-free 1-800-824-8683).

We will also hold candidate filing in Auburn and Tahoe during the candidate filing period. Candidate filing in Auburn will take place 8 a.m. to 5 p.m. at 2954 Richardson Drive on Mondays and Wednesdays, July 15-24, and Mondays, Wednesdays and Fridays, July 29-Aug. 9. Candidate filing in Tahoe City will be available 11 a.m. to 3 p.m. at the Tahoe Customs House at 775 North Lake Boulevard on Tuesdays and Thursdays, July 30-Aug. 8.



## Definitions

### Candidate

An individual who:

- is listed on the ballot.
- has qualified to have write-in votes on their behalf counted by election officials, so they can be nominated or elected to any elective office.
- receives a contribution, makes an expenditure, or gives their consent for any other person to receive a contribution or make an expenditure with a view to bringing about their nomination or election to any elective office.

An individual who becomes a candidate shall retain their status as a candidate until that status is terminated (*Gov Code § 82007*).

### Committee

Any person or combination of persons who directly or indirectly:

- receives contributions totaling \$2,000 or more in a calendar year.
- makes independent expenditures totaling \$1,000 or more in a calendar year.
- makes contributions totaling \$10,000 or more in a calendar year to, or at the behest of, candidates or committees.

A person or combination of persons that becomes a committee shall retain its status as a committee until that status is terminated (*Gov. Code § 82013*).

### Controlled Committee

A committee that is controlled directly or indirectly by a candidate or state measure proponent or which acts jointly with a candidate, controlled committee, or state measure proponent in connection with the making of expenditures. A candidate or state measure proponent controls a committee if they, their agent, or any other committees they control have a significant influence on the actions or decisions of the committee (*Gov. Code § 82016*).

### Acronyms

SOS – Secretary of State

SIL – Signature in Lieu of Filing Fee Petition

DOI – Declaration of Intention

DOC – Declaration of Candidacy

NOM – Nomination Petition

BDW – Ballot Designation Worksheet

CSQ – Candidate Statement of Qualifications

Code – Code of Fair Campaign Practices

## Federal, State and Local Agency Contact Information

PLACER COUNTY ELECTIONS OFFICE	<p>Website: <a href="http://www.placercountyelections.gov">www.placercountyelections.gov</a>          Telephone: 530-886-5650 or toll-free 800-824-8683          Address: 3715 Atherton Road, Rocklin, CA 95765</p> <ul style="list-style-type: none"> <li>- Contact our office with questions regarding the elections process or the information in this handbook.</li> </ul>
SECRETARY OF STATE	<p>Website: <a href="http://www.sos.ca.gov">www.sos.ca.gov</a>          Address: 1500 11<sup>th</sup> Street, Room 495, Sacramento, CA 95814          Political Reform Division's Telephone: 916-653-6224</p> <ul style="list-style-type: none"> <li>- Contact SOS for questions concerning Form 501, Form 410, political reform, committee ID numbers and termination of recipient committees.</li> </ul> <p>Elections Division's Telephone: 916-657-2166</p> <ul style="list-style-type: none"> <li>- Contact for questions concerning the Elections Code, a certified list of candidates and election results for state and federal offices.</li> </ul>
FAIR POLITICAL PRACTICES COMMISSION	<p>Website: <a href="http://www.fppc.ca.gov">www.fppc.ca.gov</a>          Telephone: 916-322-5660 or 866-275-3772          Address: 1102 Q Street, Ste. 3050, Sacramento, CA 95811</p> <ul style="list-style-type: none"> <li>- Contact FPPC for questions regarding Form 700.</li> <li>- Contact the Technical Assistance Division regarding campaign disclosure, conflict of interest disclosure and state contribution limits.</li> <li>- Contact the Legal Division regarding any conflict-of-interest disqualification or concerns about the proper use of campaign funds.</li> <li>- Contact the Enforcement Division regarding Political Reform Act complaints. Email complaints to <a href="mailto:complaint@fppc.ca.gov">complaint@fppc.ca.gov</a></li> </ul>
FEDERAL ELECTIONS COMMISSION	<p>Website: <a href="http://www.fec.gov">www.fec.gov</a>          Telephone: 800-424-9530          Address: 1050 First Street NE, Washington, DC 20463</p> <ul style="list-style-type: none"> <li>- Contact regarding federal campaign disclosure requirements or contributions from national banks, national corporations and foreign nationals.</li> </ul>
STATE FRANCHISE TAX BOARD	<p>Website: <a href="http://www.ftb.ca.gov">www.ftb.ca.gov</a>          Telephone (toll-free): 800-852-5711 or 800-338-0505 (automated help)          Address: PO Box 942857, Sacramento, CA 94257</p> <ul style="list-style-type: none"> <li>- Contact the Franchise Tax Board for questions concerning committee tax status, tax ID numbers, charitable non-profit groups or other tax-related questions.</li> </ul>
INTERNAL REVENUE SERVICE	<p>Website: <a href="http://www.irs.gov">www.irs.gov</a>          Telephone: 877-829-5500 (tax-exempt organizations) or 916-974-5225 (Sacramento office)</p> <ul style="list-style-type: none"> <li>- Contact the IRS for information on federal taxpayer ID numbers or other tax-related questions.</li> </ul>

## Reporting Election Violations

Occasionally, our office receives calls regarding election violations or fraud. However, the Placer County Elections Office is not an enforcement agency, so we are unable to respond directly to most complaints. Reports of violations should be referred to the agencies listed below.

- **False or misleading campaign materials:** No agency enforcement; these issues are dealt with in court.
- **Violations of the Political Reform Act** (i.e., mass mailing requirements, slate mailers, campaign disclosure, proper use of campaign funds and disclosure of economic interests): Contact the Fair Political Practices Commission.
- **Election fraud:** Contact the Elections Office, the District Attorney or the California Secretary of State.
- **Unlawful use of public funds, violations of the Elections Code, the Penal Code, or any other laws other than the Political Reform Act:** Contact the District Attorney, the Grand Jury or the California Attorney General.
- **Federal campaign violations** (i.e., Congress, U.S. Senate, President of the United States, etc.): Contact the Federal Elections Commission.
- **Open meeting law** (Brown Act) violations: Contact the District Attorney or the California Attorney General.
- **Local ordinance violations:** Contact your local city attorney or the District Attorney.
- **Vandalism:** Contact your local police department or sheriff's office.
- **Violations of requirements concerning campaign signs:** See the list of contacts in the chapter *General Campaign Information* starting on pg. 54.

To file a complaint, see the list of Federal, State and Local Agencies on the previous page and the list of enforcement offices below with their respective contact information.

### Federal, State and Local Enforcement Offices

ATTORNEY GENERAL OF CALIFORNIA	Website: <a href="http://www.oag.ca.gov">www.oag.ca.gov</a> Telephone: 916-210-6276 or toll-free 800-952-5225 Address: PO Box 944255, Sacramento, CA 94244-2550
PLACER COUNTY DISTRICT ATTORNEY'S OFFICE	Website: <a href="http://www.placer.ca.gov/2923/District-Attorney">www.placer.ca.gov/2923/District-Attorney</a> Telephone: 916-543-8000 Address: 10810 Justice Center Dr., Ste. 240, Roseville, CA 95678
PLACER COUNTY GRAND JURY	Website: <a href="http://www.placer.courts.ca.gov/general-information/grand-jury">www.placer.courts.ca.gov/general-information/grand-jury</a> Telephone: 530-886-5200 Address: 11532 B Ave., Auburn, CA 95603



# General Election Voting

## *General Elections*

### **Federal, State, County and Judicial Offices**

During the general election, voters choose their elected officials from candidates nominated in the primary election. The candidate receiving the highest number of votes in the general election will serve in the office for which they filed.

### **City, School District and Special District Offices**

Voters elect representatives for their local districts in the general election. These offices will only appear on the ballot if the number of candidates exceeds the number of seats available. If the district race appears on the ballot, the candidates with the highest number of votes will be elected to fill the vacant seats. If a district office does *not* have more candidates than there are seats to be filled, the candidates will be appointed in lieu of election, and the office will not appear on the ballot.

### **State Propositions and Local Measures**

State propositions and local measures may appear on general election ballots. In the case of local measures, all registered voters living in the applicable district may vote in those contests, regardless of party preference. Depending on the type of proposition or measure, the threshold for proposition or measure passage may be a simple majority (50% + 1), more than 55%, or a two-thirds majority.

# Appearing on the Ballot

## General Election Voter-Nominated Offices

These offices always appear on the ballot. The candidates who have won the nomination of the voters by receiving the highest number of votes or the second highest number of votes at the primary election will appear on the general election ballot. There are no write-in candidates at the general election for a voter-nominated office (*Elec. Code §§ 8300, 8606, 15451*).

## Judicial Offices

If the current officeholder is the sole person to submit their nomination documents, their name will not be automatically listed on the ballot. However, if a petition announcing a write-in campaign for the position is submitted within 10 days after the candidate filing period closes, the office will be added to the ballot. To be valid, the petition must be signed by a minimum of 0.1% of the registered voters in the county, with at least 100 signatures. It is not necessary to have more than 600 signatures on the petition (*Elec. Code § 8203*).

## School Districts

If the number of candidates who file for a particular office is the same or less than the number of seats to be filled, the office will not appear on the ballot. The school district board will appoint the candidate(s) who filed for office as long as no signed petition requesting that a school district election be held is submitted. If no candidate has filed for office, the school district board may appoint any qualified person to the office. Appointees serve as though they were elected (*Education Code § 5326, et seq.*).

## Special Districts

If the number of candidates who file for a particular office is the same or less than the number of seats to be filled, the office will not appear on the ballot and the Registrar of Voters shall request the Board of Supervisors to appoint the candidate(s) who have filed for office. If no candidate has filed for office, the Board of Supervisors shall appoint any qualified person. Appointees shall serve exactly as if elected at a general district election (*Elec. Code § 10515*).

## City Offices

If the number of candidates who file for a particular municipal office is the same or less than the number seats to be filled, the governing body of the city may, at a regular or special meeting, adopt one of the following courses of action:

- Appoint to the office the person who has been nominated;
- Appoint to the office any eligible elector if no one has been nominated;
- Hold the election if no one, or only one person, has been nominated.

However, the office must appear on the ballot if there is more than one candidate for any other city office or if the city has a measure appearing on the ballot (*Elec. Code § 10229*).

## Offices to Appear on the Ballot for the November 5, 2024 General Election

### Partisan Offices

FEDERAL OFFICES		
OFFICE TITLE	LENGTH OF TERM	NEW TERM BEGINS
United States President/Vice President	4 years	January 20, 2025 (12:00 p.m.)

### Voter-Nominated Offices

FEDERAL OFFICES		
OFFICE TITLE	LENGTH OF TERM	NEW TERM BEGINS
United States Senator – Partial	Until January 3, 2025	Upon Certification of Results
United States Senator	6 years	January 3, 2025 (12:00 p.m.)
United States Representative: Congressional District 3	2 years	
STATE LEGISLATURE		
OFFICE TITLE	LENGTH OF TERM	NEW TERM BEGINS
State Senate, District 1	4 years	December 2, 2024
State Assembly: District 1	2 years	
District 3	2 years	
District 5	2 years	

### Nonpartisan Offices

JUDGE OF THE SUPERIOR COURT		
OFFICE TITLE	LENGTH OF TERM	NEW TERM BEGINS
Superior Court Judge: Seat 1 – 7	6 years	January 6, 2025
COUNTY OFFICES		
OFFICE TITLE	LENGTH OF TERM	NEW TERM BEGINS
Supervisor: District 3	4 years	January 6, 2025
District 5		



<b>CITY OF AUBURN</b>			
<b>OFFICE TITLE</b>	<b>SEATS</b>		<b>NEW TERM BEGINS</b>
	4-YEAR	2-YEAR	
City Council	2	1	December 9, 2024
City Treasurer	1		
<b>CITY OF COLFAX</b>			
<b>OFFICE TITLE</b>	<b>SEATS</b>		<b>NEW TERM BEGINS</b>
	4-YEAR	2-YEAR	
City Council	2		November 26, 2024
City Treasurer	1		
<b>CITY OF LINCOLN</b>			
<b>OFFICE TITLE</b>	<b>SEATS</b>		<b>NEW TERM BEGINS</b>
	4-YEAR	2-YEAR	
City Council: (Qualified and elected by district)			December 10, 2024
District 3	1		
District 4	1		
District 5	1		
City Treasurer	1		
<b>TOWN OF LOOMIS</b>			
<b>OFFICE TITLE</b>	<b>SEATS</b>		<b>NEW TERM BEGINS</b>
	4-YEAR	2-YEAR	
Town Council	2		December 10, 2024
Town Treasurer	1		
<b>CITY OF ROCKLIN</b>			
<b>OFFICE TITLE</b>	<b>SEATS</b>		<b>NEW TERM BEGINS</b>
	4-YEAR	2-YEAR	
City Council	3		December 10, 2024
<b>CITY OF ROSEVILLE</b>			
<b>OFFICE TITLE</b>	<b>SEATS</b>		<b>NEW TERM BEGINS</b>
	4-YEAR	2-YEAR	
City Council: (Qualified and elected by district)			Upon Certification of Results
District 1	1		
District 3	1		
District 5	1		

<b>COUNTY BOARDS OF EDUCATION</b>			
<b>DISTRICT</b>	<b>SEATS</b>		<b>NEW TERM BEGINS</b>
	4-YEAR	2-YEAR	
Placer County Board of Education: (Qualified and elected by trustee area) Trustee Area 2	1		December 13, 2024
Trustee Area 3	1		
Trustee Area 5	1		
Trustee Area 7	1		
Sutter County Board of Education: (Qualified and elected by trustee area) Trustee Area 5	1		
<b>COMMUNITY COLLEGE DISTRICTS</b>			
<b>DISTRICT</b>	<b>SEATS</b>		<b>NEW TERM BEGINS</b>
	4-YEAR	2-YEAR	
Sierra Joint Community College District: (Qualified and elected by trustee area) Trustee Area 3	1		December 13, 2024
Trustee Area 4	1		
Trustee Area 6		1	
Trustee Area 7	1		
<b>HIGH SCHOOL DISTRICTS</b>			
<b>DISTRICT</b>	<b>SEATS</b>		<b>NEW TERM BEGINS</b>
	4-YEAR	2-YEAR	
East Nicolaus Joint Union High School District	3		December 13, 2024
Placer Union High School District: (Qualified and elected by trustee area) Trustee Area 1	1		
Trustee Area 5	1		
Roseville Joint Union High School District: (Qualified and elected by trustee area) Trustee Area 1	1		
Trustee Area 3	1		
Trustee Area 5	1		

<b>UNIFIED SCHOOL DISTRICTS</b>			
<b>DISTRICT</b>	<b>SEATS</b>		<b>NEW TERM BEGINS</b>
	<b>4-YEAR</b>	<b>2-YEAR</b>	
Center Joint Unified School District	2		December 13, 2024
Rocklin Unified School District (Qualified and elected by trustee area) Trustee Area 1	1		
Trustee Area 3	1		
Tahoe Truckee Unified School District: (Qualified by trustee area, but elected at large) Trustee Area 2 – Nevada County Only	1		
Trustee Area 3	1		
Western Placer Unified School District: (Qualified and elected by trustee area) Trustee Area 3	1		
Trustee Area 5	1		
<b>ELEMENTARY SCHOOL DISTRICTS</b>			
<b>DISTRICT</b>	<b>SEATS</b>		<b>NEW TERM BEGINS</b>
	<b>4-YEAR</b>	<b>2-YEAR</b>	
Ackerman Charter District	3		December 13, 2024
Alta-Dutch Flat Union Elementary School District	2	1	
Auburn Union School District	2		
Colfax Elementary School District	2		
Dry Creek Joint Elementary School District	2		
Elverta Joint Elementary School District	2		
Eureka Union School District	2	1	
Foresthill Union School District	2		
Loomis Union School District: (Qualified by trustee area, but elected at large) Trustee Area 1	1		
Trustee Area 2	1		
Newcastle Elementary School District	2		
Placer Hills Union School District	2	1	
Pleasant Grove Joint Union School District	3	1	
Roseville City School District: (Qualified and elected by trustee area) Trustee Area 1	1		
Trustee Area 5	1		



<b>AIRPORT DISTRICTS</b>			
<b>DISTRICT</b>	<b>SEATS</b>		<b>NEW TERM BEGINS</b>
	4-YEAR	2-YEAR	
Truckee Tahoe Airport District	3		December 6, 2024
<b>COMMUNITY SERVICES DISTRICTS</b>			
<b>DISTRICT</b>	<b>SEATS</b>		<b>NEW TERM BEGINS</b>
	4-YEAR	2-YEAR	
Auburn Valley Community Services District	3	1	December 6, 2024
Christian Valley Park Community Services District	2		
Heather Glen Community Services District	2		
Northstar Community Services District	2	1	
San Juan Water District: (Qualified and elected by division) Division 2	2		
Suburban Pines Community Services District	2	3	
<b>FIRE PROTECTION DISTRICTS</b>			
<b>DISTRICT</b>	<b>SEATS</b>		<b>NEW TERM BEGINS</b>
	4-YEAR	2-YEAR	
Alta Fire Protection District	3		December 6, 2024
Foresthill Fire Protection District	3		
Newcastle Fire Protection District	3	1	
North Tahoe Fire Protection District: (Qualified and elected by division) Division 1	1		
Division 3	1		
Division 5	1		
Penryn Fire Protection District	2		
Placer Hills Fire Protection District	3		
South Placer Fire Protection District: (Qualified and elected by division) Division 1	2		
Division 2	2		
Truckee Fire Protection District	2		
<b>HOSPITAL DISTRICTS</b>			
<b>DISTRICT</b>	<b>SEATS</b>		<b>NEW TERM BEGINS</b>
	4-YEAR	2-YEAR	
Tahoe Forest Hospital District	2		December 6, 2024

<b>IRRIGATION DISTRICTS</b>			
<b>DISTRICT</b>	<b>SEATS</b>		<b>NEW TERM BEGINS</b>
	4-YEAR	2-YEAR	
Nevada Irrigation District: (Qualified and elected by division) Division 3	1		December 6, 2024
<b>MUNICIPAL UTILITY DISTRICTS</b>			
<b>DISTRICT</b>	<b>SEATS</b>		<b>NEW TERM BEGINS</b>
	4-YEAR	2-YEAR	
Sacramento Municipal Utility District: (Qualified and elected by ward) Ward 1	1		January 1, 2025
South Placer Municipal Utility District: (Qualified and elected by ward) Ward 1	1		
Ward 4	1		
Ward 5	1		
<b>PUBLIC UTILITY DISTRICTS</b>			
<b>DISTRICT</b>	<b>SEATS</b>		<b>NEW TERM BEGINS</b>
	4-YEAR	2-YEAR	
Donner Summit Public Utility District	3		January 1, 2025
Foresthill Public Utility District	2		
North Tahoe Public Utility District	3		
Tahoe City Public Utility District	3		
Truckee Donner Public Utility District	3		
<b>RECREATION AND PARK DISTRICTS</b>			
<b>DISTRICT</b>	<b>SEATS</b>		<b>NEW TERM BEGINS</b>
	4-YEAR	2-YEAR	
Auburn Area Recreation and Park District	3	1	December 6, 2024
Truckee Donner Recreation and Park District	2		
<b>RESORT IMPROVEMENT DISTRICTS</b>			
<b>DISTRICT</b>	<b>SEATS</b>		<b>NEW TERM BEGINS</b>
	4-YEAR	2-YEAR	
Talmont Resort Improvement District	3		December 6, 2024
<b>SANITARY DISTRICTS</b>			
<b>DISTRICT</b>	<b>SEATS</b>		<b>NEW TERM BEGINS</b>
	4-YEAR	2-YEAR	
Truckee Sanitary District	2	1	December 6, 2024

<b>WATER AGENCY</b>			
<b>DISTRICT</b>	<b>SEATS</b>		<b>NEW TERM BEGINS</b>
	4-YEAR	2-YEAR	
Placer County Water Agency: (Qualified and elected by division) Division 3	1		December 6, 2024
Division 4	1		
Division 5	1		
<b>COUNTY WATER DISTRICTS</b>			
<b>DISTRICT</b>	<b>SEATS</b>		<b>NEW TERM BEGINS</b>
	4-YEAR	2-YEAR	
Alpine Springs County Water District	2		December 6, 2024
Meadow Vista County Water District	2		
Midway Heights County Water District	2	1	
Sierra Lakes County Water District	2	1	
Olympic Valley Public Service District	3		

Please note: The information in this document was up-to-date at the time of printing. For the most current information, please contact the Placer County Elections Office by calling 530-886-5650 (toll-free 1-800-824-8683), emailing [election@placer.ca.gov](mailto:election@placer.ca.gov) or visiting our website at <https://www.placercountyelections.gov>.

## Incompatibility of Offices

According to California Elections Code, candidates are not allowed to file for more than one district office (or term of office for the same district), or for more than one school district office (including community college districts and county board of education) during an election. Additionally, there may be situations where certain offices are deemed incompatible, even if the Elections Code does not explicitly forbid a candidate from running for multiple offices. If a candidate is elected to incompatible offices, they must resign from all but one of those incompatible offices (*Elec. Code §§ 10510(b), 10603(c)*).

In 2005, the California State Legislature passed Senate Bill 274 to establish the definition of incompatible offices according to common law. This bill introduced Government Code Section 1099, which outlines the situations where two public offices are considered incompatible. These include situations where one office has the power to audit, overrule or supervise the other, where there is a potential for significant conflicts of duties or loyalties, or where public policy concerns make it inappropriate for one person to hold both offices. It is important to note that this law does not prevent a candidate from running for a public office that conflicts with an office they already hold. However, if the candidate wins the second office, they forfeit the first one (*Gov. Code § 1099*).

The Office of the California Attorney General has issued many opinions on specific compatibility questions. Here are four examples of incompatible offices:

- The offices of city council member and school district board member when the city and the school district share territory in common.
- The offices of high school district trustee and trustee of an elementary school district are wholly contained within the geographic boundaries of the high school district.
- The offices of a water district director and a city council member.
- The offices of a water district director and a school district trustee when the two districts share territory in common.

**If you have questions about the incompatibility of offices, please contact the Attorney General's Office by telephone at 916-210-6276 or 800-952-5225. You can also visit their website at [www.oag.ca.gov](http://www.oag.ca.gov).**

## Candidate Qualification Information

To hold public office, certain qualifications must be met. Although all offices share minimum requirements, some may have additional ones. The Elections Office can only offer information on specific office qualifications and verify candidate eligibility to the best of their ability. It is the responsibility of the candidate to ensure their eligibility.

### *General Qualifications To Run for and Hold Public Office*

#### **Age/Citizenship**

To hold an elective civil office, an individual must be a citizen of the state and at least 18 years old at the time of election or appointment (*Gov. Code § 1020*).

#### **Registered Voter/District Resident**

Unless otherwise stated, a person must be a registered voter and meet all qualifications to vote for a particular office at the time they receive nomination papers or are appointed in order to be eligible for election or appointment to that office (*Elec. Code § 201*).

#### **Conviction of Crimes**

A person is disqualified from holding any office upon conviction of designated crimes as specified in the Constitution and laws of the State (*Gov. Code § 1021*).

#### **Filing for More Than One Office**

No person may file nomination papers for a party nomination and an independent nomination for the same office, or for more than one office at the same election (*Elec. Code § 8003(b)*).

#### **Voter-Nominated Races**

A candidate for a voter-nominated race is not required to belong to a party. However, the candidate will have to list the past 10 years of their party preference on their Declaration of Candidacy. The candidate's party preference shall be consistent with what is listed on their voter registration form and shall not change between the primary and general election (*Elec. Code § 8002.5*).

## Filing for Office

All candidates are required to complete the nomination process to have their name appear on the ballot. Candidates should pay close attention to filing deadlines, as they cannot be waived under any circumstances. Nomination papers for the general election must be filed by 5 p.m. on the last day of candidate filing. If an incumbent fails to file before the deadline, then the filing period for that office extends five calendar days for everyone except the incumbent; this does not apply for those offices where the incumbent has termed out of office or the district boundaries have changed. Please refer to the Quick Reference Calendar on page 4 for the last day of candidate filing, extension period and other deadlines.

### Where To Obtain Nomination Documents

There are two options available to obtain nomination papers through the Elections Office: in person or via an authorized representative. It is highly recommended to schedule an appointment. Appointments can be made online, via email or by phone.

Nomination documents must be issued and filed during regular business hours. Candidates with appointments will be served at their scheduled time. Please allow for at least 20-30 minutes to obtain the documents and note that walk-ins may experience longer wait times. Unfortunately, we are unable to extend our hours due to election law. If you need to contact our office, please call (530) 886-5650 during regular business hours or email us at [candidates@placer.ca.gov](mailto:candidates@placer.ca.gov).

Appointments to obtain nomination paperwork are highly recommended.

Allow for at least 20-30 minutes for obtaining or filing documents.

### Filing in Person

To submit the required paperwork to run for office, you can visit the Placer County Elections Office at 3715 Atherton Road in Rocklin during the candidate filing period. We are also hosting candidate filing days in Auburn and Tahoe. Candidate filing in Auburn will take place 8 a.m. to 5 p.m. at 2954 Richardson Drive on Mondays and Wednesdays, July 15-24, and Mondays, Wednesdays and Fridays, July 29-Aug. 9. Candidate filing in Tahoe City will be available 11 a.m. to 3 p.m. at the Tahoe Customs House at 775 North Lake Boulevard on Tuesdays and Thursdays, July 30-Aug. 8.

July				
M	T	W	TH	F
15	16	17	18	19
X		X		
22	23	24	25	26
X		X		
29	30	31		
X	X	X		

August				
M	T	W	TH	F
			1	2
			X	X
5	6	7	8	9
X	X	X	X	X
12	13	14		
		X		

Auburn filing: **X**  
 Tahoe filing: **X**



## **Authorization for Candidate's Representative**

If a candidate is unable to visit the Elections Office, they can authorize someone else to do so on their behalf. This representative must provide elections staff with a completed authorization form from the candidate. The candidate authorization form is available at the Elections Office or on our website at [www.placercountyelections.gov](http://www.placercountyelections.gov).

## **Candidate Filing Packet**

Complete all forms in the candidate filing packet before filing with the Elections Office. The paperwork includes the following:

### *Required Forms*

- Candidate Worksheet/Authorization Form
- Declaration of Candidacy (must be signed in Elections Office or in front of a notary public)
- Nomination Petition(s) (when applicable)
- Ballot Designation Worksheet
- Candidate Statement of Qualifications
- Statement of Economic Interest – Form 700
- Candidate Intention Statement – Form 501
- Recipient Committee Campaign Statement – Form 460 *or* Officeholder/Candidate Campaign Statement – Form 470

### *Optional Forms*

- Code of Fair Campaign Practices
- County & Department of Transportation Signage Forms

To be included on the ballot, all candidate filing documents with **original signatures** must be received in our office on or before the close of candidate filing, whether by mail or in person; a postmark does *not* count (please refer to the election calendar for appropriate deadlines).

## Nomination Document Overview Candidate Filing Forms for the General Election

OFFICE	DECLARATION OF INTENTION (REQUIRED)	DECLARATION OF CANDIDACY (REQUIRED)	BALLOT DESIGNATION WORKSHEET (REQUIRED)	NOMINATION PETITION (REQUIRED)	CANDIDATE STATEMENT OF QUALIFICATIONS (OPTIONAL)	CODE OF FAIR CAMPAIGN PRACTICES (OPTIONAL)
Statewide Offices		*	*	*	SOS	*
U.S. Representative		*	*	*	X	*
State Senate		*	*	*	X	*
State Assembly		*	*	*	X	*
Superior Court Judge	*	*	*	*	X	*
County Offices		*	*	*	X	*
City Offices		X	X	X	X	X
School Districts		X	X		X	X
Special Districts (Except MUD)		X	X		X	X
MUD		X	X	X	X	X

\* Paperwork for that office was filed in the 2024 Presidential Primary Election

**X** Indicates paperwork to be filed for that office/district type.

Blank means that paperwork is not filed for that office/district type.

### Nomination Document Overview Page Numbers

Declaration of Candidacy.....	23
Ballot Designation.....	24
Nomination Petition(s) .....	27
Candidate Statement of Qualifications.....	29
Code of Fair Campaign Practices.....	43

# Declaration of Candidacy

The Declaration of Candidacy (DOC) is the form that individuals use to announce their candidacy for a specific position. The form requires candidates to provide their preferred name and ballot designation, residential address and contact information, and to confirm their eligibility for the position (*Elec. Code* §§ 8028, 8040). No candidate shall withdraw their DOC after 5 p.m. on the 88<sup>th</sup> day prior to the general election (August 9, 2024) (*Elec. Code* § 10510).

The DOC remains in the Elections Office once it is issued. If the candidate is unable to file the paperwork in person, they should contact the Elections Office for further instructions.

The left page of the Declaration of Candidacy form contains the following sections:

- Title:** California Secretary of State, DECLARATION OF CANDIDACY, Voter Registration and Registration Offices.
- Date:** June 7, 2024. Statute: Election Code §§ 20, 201, 8028, 8029, 8040, 8041, 8146, 10510.
- To County Election and Secretary of State Official USE ONLY:** Includes fields for County Election Official, County Election Official, and Secretary of State Official.
- Candidate Name, Office, and Political Party Preference:** Fields for My name (First, Middle/Initial, Last) and Party Preference.
- Public Information:** Fields for Public Name for Use on Ballot and Public Office Designation Requested.
- Address, Telephone, Fax, Email, and Website:** Multiple fields for contact information.
- PUBLICATION NOTICE:** A section with checkboxes for how the candidate's name should appear on the ballot (e.g., Full Name, Nickname, Character-based name).

The right page of the Declaration of Candidacy form contains the following sections:

- Qualifications:** A section with a checkbox for 'I meet the statutory and constitutional qualifications for the office...' and a signature line for the candidate.
- Voter Registration History:** A table with columns for Party Preference, Counts, and Timeframe (By stat. c.a. 2012/2013).
- Oath of Office:** A section with a checkbox for 'I solemnly swear (or affirm) that I will support and defend the Constitution of the United States...' and a signature line.
- Notary Public or Other Officer:** A section for a notary to sign and verify the document, including a signature line and a date.
- WARNING:** A red text warning at the bottom stating that a candidate is guilty of a misdemeanor who deliberately fails to file the form in person.

## Ballot Name

When completing their DOC, a candidate will indicate how their name is to appear on the ballot. There are several ways a candidate can choose to display their name:

- First and last name;
- First, middle and last name;
- Initials only and last name;
- A nickname, based on review and approval from the Registrar of Voters (proof may be requested);
- A familiar version of the first name, such as Bill for William or Sue for Susan;
- A character-based name

If a candidate changes their name within a year of the election, their new name may be listed on the ballot if the change was due to marriage or a court order from a competent jurisdiction (*Elec. Code* § 13104).

When running for office, it is not permissible for a candidate to use their title or degree in their ballot name. For instance, a candidate can use “John Doe” as their name, but they cannot list themselves as “Dr. John Doe” or “John Doe, M.D.” (*Elec. Code* § 13106).

# Ballot Designation

A candidate has the option to list their occupation(s) below their name on the ballot. To appear on the ballot with a principal profession, occupation or vocation, candidates must fill out the Ballot Designation Worksheet (BDW). This form allows them to indicate their preferred occupational ballot designation and provide alternative options if the initial choice is deemed unacceptable (*Elec. Code §§ 13107, 13107.3, 13107.5*).

If a candidate chooses a ballot designation, the designation should describe an individual (e.g., accountant) and not the industry in which the individual works (e.g., accounting). If a candidate chooses not to list an occupational ballot designation, that line on the official ballot will remain blank. Guidelines for the ballot designations are set forth in California Elections Code Section 13107 and the California Code of Regulations.

**California Secretary of State  
BALLOT DESIGNATION WORKSHEET**  
March 5, 2024, Presidential Primary Election (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 DOCUMENT.

**Candidate Information**

1 Candidate Name: \_\_\_\_\_ (Circle optional for translation use only)  
 Office: \_\_\_\_\_ Email: \_\_\_\_\_  
 Home Address: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Business Address: \_\_\_\_\_  
 Business Phone Number(s): \_\_\_\_\_ Home/Mobile: \_\_\_\_\_ Fax: \_\_\_\_\_

**Attorney Information**

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

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. (Note: It is not necessary to provide copies of Certificates of Election if you are currently a seated member for a voter-nominated office.)  
 (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.

Rev 06/2023

**California Secretary of State  
BALLOT DESIGNATION WORKSHEET**  
March 5, 2024, Presidential Primary Election (Elections Code §§ 13107, 13107.3, 13107.5; California Code of Regulations § 20711)  
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 1<sup>st</sup> PVO:**

Current or most recent job title: \_\_\_\_\_ Start/End Dates: \_\_\_\_\_  
 Employer Name or Business: \_\_\_\_\_  
 Person who can verify this information:  
 Name: \_\_\_\_\_ Phone Number(s): \_\_\_\_\_ Email: \_\_\_\_\_

**Justification for use of 2<sup>nd</sup> PVO:**

Current or most recent job title: \_\_\_\_\_ Start/End Dates: \_\_\_\_\_  
 Employer Name or Business: \_\_\_\_\_  
 Person who can verify this information:  
 Name: \_\_\_\_\_ Phone Number(s): \_\_\_\_\_ Email: \_\_\_\_\_

**Justification for use of 3<sup>rd</sup> 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?  Yes  No  Initial \_\_\_\_\_  
 2) Non-substantive: Use only the word "incumbent" for an elective office to which you were appointed?  Yes  No  Initial \_\_\_\_\_  
 3) Use more than three total words for your principal professions, vocations, or occupations?  Yes  No  Initial \_\_\_\_\_  
 4) Suggest an evaluation of you, such as outstanding, leading, expert, veteran, or eminent?  Yes  No  Initial \_\_\_\_\_  
 5) Refer to status (retiree, Archdeacon, Founder, Scholar), rather than a profession, vocation, or occupation?  Yes  No  Initial \_\_\_\_\_  
 6) Address the word "retired"?  Yes  No  Initial \_\_\_\_\_  
 7) Place the word "retired" after the words it modifies? (Example: Accountant, retired)  Yes  No  Initial \_\_\_\_\_  
 8) Use a word or prefix (such as "retired") such as "former" or "ex-" to refer to a former profession, vocation, or occupation?  Yes  No  Initial \_\_\_\_\_  
 9) Use the word "retired" along with a current profession, vocation, or occupation? (Example: Retired Firefighter/teacher)  Yes  No  Initial \_\_\_\_\_  
 10) Use the name of a political party or political body?  Yes  No  Initial \_\_\_\_\_  
 11) Refer to a race, religion, or ethnic group?  Yes  No  Initial \_\_\_\_\_  
 12) Refer to any activity prohibited by law?  Yes  No  Initial \_\_\_\_\_

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

\_\_\_\_\_  
 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 20710-20719 (found at [www.sos.ca.gov](http://www.sos.ca.gov)).

Rev 06/2023

## Ballot Designation Worksheet

The BDW is used by a candidate to indicate their choice of ballot designation and provide alternatives to be used if their preferred ballot designation is determined to be noncompliant with California Elections Code.

## When to File

The BDW is filed at the same time as the DOC (*Elec. Code § 13107.3(b)*).

## When Is It Required

The BDW is required if a candidate wishes to have a ballot designation appear under their name on the ballot. If the candidate fails to file the BDW, they will not have a ballot designation on the official ballot (*Elec. Code § 13107.3*).

## All Candidates

Candidates may use the following ballot designations (*Elec. Code § 13107(a)*):

- Words designating the elective city, county, district, state or federal office which the candidate holds at the time of filing the nomination documents and to which they were elected by vote of the people (is not limited to three words).
- The word “incumbent” if the candidate is running for the same office they held at the time of filing nomination papers and to which they were elected by vote of the people. A candidate shall not use the word “incumbent” if the candidate was elected to their office in an at-large election and is now a candidate in a district-based election.
- The phrase “appointed incumbent” if the candidate holds an office by virtue of appointment and is a candidate for 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 word “incumbent” or any words designating the office, unmodified by the word “appointed” (the term “appointed” shall not be required of a candidate who was appointed in lieu of election).
- No more than three words designating either the current principal profession(s), vocation(s) or occupation(s) of the candidate, or the principal profession(s), vocation(s) or occupation(s) of the candidate during the calendar year preceding the filing of nomination documents.
- All California geographical names shall be considered 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 shall be considered as one word. Each part of all other hyphenated words shall be counted as a separate word (*Elec. Code § 13107(d)*).

## Volunteer Designation

Regulations restrict the use of “Volunteer” or “Community Volunteer” on a candidate’s occupational ballot designation. A volunteer or community volunteer is a person who engages in an activity or performs a service, without profiting monetarily, for (or on behalf of) a charitable organization, educational institution, religious organization or government agency. To utilize the volunteer designation, the volunteer activity or service must constitute a substantial involvement of the candidate’s time and effort and be the candidate’s principal profession, vocation or occupation. The volunteer designation cannot be used in combination with another profession, vocation or occupation (*Elec. Code § 13107.5, CA Code of Regulations § 20714.5*).

## Prohibited Designations

The most common prohibitions on ballot designations are:

- any designations that would mislead or confuse the voters.
- any suggested evaluations, such as “outstanding”, “leading”, “expert”, “specialist” or “eminent”.
- any abbreviations of the word “retired” or placing it following any word(s) which it modifies.

- words indicating prior status, such as “former” or “ex-”, with the exception of the word “retired,” which must come before the word it modifies.
- the name of any political party, whether or not it has qualified for the ballot.
- word(s) referring to a racial, religious, or ethnic group.
- any reference to activity prohibited by law.

*(Elec. Code § 13107(e))*

### **Interpretations/Final Determinations**

The interpretation of California Elections Code Section 13107 is governed by the California Code of Regulations. Elections staff can help candidates determine their occupational ballot designations by following the guidelines set forth in the California Elections Code and California Code of Regulations. However, our staff cannot choose or recommend designations for the candidate.

The Secretary of State’s office will have the final approval of ballot designations for state and federal candidates. The County Registrar of Voters has jurisdiction over local candidates. If a ballot designation does not comply with the codes mentioned above, the candidate will be notified. Candidates may provide an alternative ballot designation within three business days of the notification. If no alternative ballot designation has been provided, no occupation will appear on the ballot *(Elec. Code § 13107(f))*.

Ballot designations cannot be changed by the candidate after the final date for filing nomination documents *(Elec. Code § 13107(g))*.

If a candidate appears on both the primary and general ballots, the ballot designation shall remain the same unless the candidate requests a different ballot designation in writing at least 98 days prior to the general election (July 30, 2024) *(Elec. Code § 13107(h))*.

If a foreign language translation of a candidate’s designation, in addition to the English language version, is required to appear on the ballot under the amended federal Voting Rights Act of 1965 (*52 U.S.C. § 10101 et. Seq.*), it shall be as short as possible, as consistent with California Elections Code Section 13107 as possible, and shall employ abbreviations and initials wherever possible *(Elec. Code § 13107(j))*.

### **Rejected Designations**

If the candidate’s proposed ballot designation is rejected and the alternate ballot designations provided on the BDW do not comply with Elections Code, the candidate will be notified and given three days to choose another ballot designation *(Elec. Code § 13107(f))*.



# Nomination Petition

A circulator obtains signatures nominating an individual to run for office on the Nomination Petition (NOM) (*Elec. Code § 8041*).

Certain elective positions require candidates to accumulate nomination signatures to be listed on the ballot. The minimum required number of signatures varies based on the position the candidate is running for. Nomination signatures are gathered and submitted during the filing period. The Elections Office issues enough petition sections to acquire the minimum number of nomination signatures required. If the candidate wishes to have more sections, they can create double-sided copies of one of the petitions provided by the Elections Office (*Elec. Code §§ 8020, 8062, 8064, 8067*).

California Secretary of State  
NOMINATION PAPER  
Voter-Registered and Nonpartisan Offices  
Code: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100

For County Elections and Secretary of State Office USE ONLY

Office of the Secretary of State

County Elections Official

County Elections Official

Secretary of State Office

I, the undersigned, sign for \_\_\_\_\_ Name of Candidate \_\_\_\_\_ for nomination to the office of \_\_\_\_\_ to be voted for at the Statewide General Primary Election to be held on June 7, 2016, hereby affirm as follows:

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

My residence is correctly set forth after my signature herein.

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

Please Complete Affidavit of Circulator on Reverse Side

PRECINCT (to be entered by Elections Official)

NAME

RESIDENCE (No Registered - No P.O. BOX)

VERIFICATION (to be entered by Elections Official)

1. That I am 18 years of age or older;

2. That my residence address, including street and number, is \_\_\_\_\_ (If no street or number exists, a designation of my residence adequate to readily ascertain its location is \_\_\_\_\_);

3. That the signatures on this section of the nomination paper were obtained between \_\_\_\_\_ Month and Day \_\_\_\_\_, 20\_\_\_\_ and \_\_\_\_\_ Month and Day \_\_\_\_\_, 20\_\_\_\_; that I circulated this section and I witnessed the signatures on this section of the nomination paper being written, and that, to the best of my information and belief, each signature is the genuine signature of the person whose name it purports to be.

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

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Signature of Circulator

A Notary Public or other officer concerning this certificate certifies 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 \_\_\_\_\_

present to me on the basis of satisfactory evidence to be the person(s) who executed before me.

(Notary Public or Other Officer)

Signature \_\_\_\_\_

Examined and certified by me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

County Elections Official

(TO BE ENTERED BY ELECTIONS OFFICIAL AFTER VERIFICATION)

Number of valid Signatures on this Section: \_\_\_\_\_

Date: \_\_\_\_\_

WARNING: Every person acting on behalf of a candidate is guilty of a misdemeanor who deliberately fails to file at the proper time and in the proper place any nomination paper or file or non-provision that is entitled to be filed under the provisions of the Elections Code. (Elections Code § 10002)

## Number of Nomination Signatures Required for Each Office

CITY OFFICE	MINIMUM NUMBER OF SIGNATURES REQUIRED	MAXIMUM NUMBER OF SIGNATURES PERMITTED
City of Auburn	20	30
City of Colfax	5	10
City of Lincoln	20	30
Town of Loomis	20	30
City of Rocklin	20	30
City of Roseville	20	30
LOCAL OFFICE	MINIMUM NUMBER OF SIGNATURES REQUIRED	MAXIMUM NUMBER OF SIGNATURES PERMITTED
South Placer MUD	10	20

### **Qualifications for Signers**

A petition signer must be a registered voter in the district or political subdivision in which the candidate is running. If an office is nonpartisan or voter-nominated, any voter in the district may sign the nomination petition regardless of party affiliation (*Elec. Code § 8068*).

When signing the petition, the voter needs to include in their own handwriting:

- Printed full name (if we cannot read the handwriting or determine who the voter is, the signature will be deemed invalid)
- Residential address (PO boxes/ mailing address are invalid)
- Signature (spouses and individuals with power of attorney may *not* sign for the voter)

If a voter signs more petitions for candidates than there are available offices, only the signatures on the petitions that meet the criteria will be considered valid. Petition signatures will be validated in the order they were submitted (*Elec. Code § 8069*).

### **Qualifications for Circulators**

A person shall not circulate a nomination petition unless the person is 18 years of age or older (*Elec. Code § 102*).

To ensure the Elections Office can accept the NOM petition(s), the circulator must complete the “Affidavit of Circulator” located on the back of the form. This includes providing the date range when the signatures were obtained, the execution date and place, and the circulator’s printed name, residential address and signature. Only one circulator is allowed per petition section. Failure to complete the “Affidavit of Circulator” will result in the NOM petition being rejected by the Elections Office (*Elec. Code §104*).

### **Multicounty Offices**

If the candidate is seeking a multicounty office, each petition section must contain signatures from voters who are registered in the same county. The Placer County Elections Office can only validate the information of voters who are registered in Placer County and is unable to verify the signatures of voters residing in other counties. If we receive a nomination petition with the signatures of voters who reside in another county, we must deem those signatures invalid. Therefore, **it is vitally important that signatures are filed with the appropriate county.**

# Candidate Statement of Qualifications

The Candidate Statement of Qualifications (CSQ) is an optional statement that candidates may file to be printed in the Placer County Voter Information Guide. This statement gives candidates the opportunity to tell voters about themselves and may include the candidate's age, occupation, education and/or a brief description of the candidate. It cannot include any reference to other candidates and/or the qualifications, character or activities of other candidates. If a candidate chooses to file a CSQ, they are charged a fee that covers the cost of printing the statement (*Elec. Code §§ 13307, 13308; Gov. Code § 85601*).

Fully proof your  
Candidate Statement  
of Qualifications.  
  
They are printed  
**exactly** as they are  
submitted.  
  
Spelling and  
grammatical errors  
**cannot** be corrected  
by the Elections Office.

## Who May File

Candidates for United States Senate (including partial terms), United States House of Representatives, the California State Legislature and local offices may file a CSQ for inclusion in a voter information guide. Depending on the office, the statement will be filed and printed at the state or county level (*Elec. Code §§ 13307, 13307.5, Gov. Code § 85601*).

### Candidate Statement of Qualifications (CSQ)

(Elections Code Sections 13307-13311)

Name: \_\_\_\_\_

Office: \_\_\_\_\_ for a Term of \_\_\_\_\_ Years

Election Name: March 5, 2024 Presidential Primary Election

RECEIVED IN COUNTY  
  
By: \_\_\_\_\_

---

**Instructions to Candidate: Your Statement**

- is only accepted at the time filing is completed and cannot be accepted after filing a Declaration of Candidacy.
- must be typed on the form provided.
- may include your age, occupation, and education along with a description of qualifications.
- shall not include your party affiliation, or membership or activity in partisan political organizations for nonpartisan candidates.
- shall not make reference to another candidate's qualifications, character, or activities.
- must be accompanied by copies of any endorsements used in the statement.
- will be printed as you submit it.

The Elections Office will not correct errors in spelling, punctuation, or grammar and will format any statement that does not conform to formatting rules to assure uniformity of appearance.

**Formatting Rules:** (for a list of rules, please refer to page of the Placer County Candidate Guidelines Handbook)

- The candidate statement must be typed in block paragraph form.
- No **bolding**, underlining, or *italics*.
- Text typed in ALL CAPS is not allowed.
- No vertical or indented lists or tables. Listed items must be formatted as a sentence.
- No bullets •, stars \*, or asterisks \*.
- The statement will be no more than \_\_\_\_\_ words in length.

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**Estimated Costs to print Candidate Statement of Qualifications:**

Placer County

English \$ _____	Spanish \$ _____	Tagalog \$ _____	Korean \$ _____	Punjabi \$ _____
---------------------	---------------------	---------------------	--------------------	---------------------

Paid Ck# \_\_\_\_\_  Paid Ck# \_\_\_\_\_  Paid Ck# \_\_\_\_\_  Paid Ck# \_\_\_\_\_  Paid Ck# \_\_\_\_\_

The cost of printing the candidate statement is to be paid by the candidate. If the actual cost of printing differs from the estimate provided, any additional cost is the responsibility of the candidate.

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**Check all that apply:**

- I wish to have my statement translated and printed in Spanish in addition to English with the understanding that I will pay any additional cost incurred.
- I wish to have my statement translated and printed in Tagalog in addition to English with the understanding that I will pay any additional cost incurred.
- I wish to have my statement translated and printed in Korean in addition to English with the understanding that I will pay any additional cost incurred.
- I wish to have my statement translated and printed in Punjabi in addition to English with the understanding that I will pay any additional cost incurred.
- I wish to have my statement and check held until the close of filing (including extension period, if applicable). If I remain uncontented as a candidate for the office above, I request that the candidate statement not be published and the check returned.
- I do not wish to file a Candidate Statement.

E-mail Address: \_\_\_\_\_  
(Required)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Candidate Statement of Qualifications Form

Please provide one copy printed on this form and provide one copy for office use.  
The hard copy printed on this form is the official copy.

Name: \_\_\_\_\_ Age: \_\_\_\_\_  
(Print name as you would like it to appear with your CSQ in the county voter information guide. Not required to match official ballot.) (Optional)

Occupation: \_\_\_\_\_  
(Optional. Can be more descriptive than what will appear on the official ballot.)

Education and Qualifications: (Word count begins with your first word below.) \_\_\_\_\_

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I submit this Candidate Statement of Qualifications for inclusion in the county voter information guide to be mailed to the registered voters of my district. I understand this statement will be printed as submitted and that changes to content are not permitted after the statement has been filed. However, I do have the option of withdrawing the statement during the period for filing nomination papers and until 5 PM of the next working day after the close of the nomination period. I understand formatting is at the discretion of the Placer County Elections Office to fit the county voter information guide size, rules, and constraints.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Office: \_\_\_\_\_

## **Candidates for the House of Representatives and State Legislature**

Under the provisions of Proposition 34 (adopted by voters in November 2000), all candidates for state constitutional and state legislative offices may agree to abide by voluntary expenditure limits. These limits are adjusted in odd-numbered years and only state candidates who accept the voluntary expenditure limits can publish a CSQ. Proposition 34 does not apply to candidates for the House of Representatives (*Gov. Code § 85601*).

### **When to File**

Candidates may file a CSQ when they file their Declaration of Candidacy (DOC). With the passing of Assembly Bill 773, counties are now required to accept the electronic submission of a CSQ. If the candidate is running in a multicounty district, the elections official of each county shall accept the electronic submission of the form from the candidate's county of residence; however, the candidate must transmit a hard copy of the candidate statement, any accompanying form(s) and payment of the requisite fee to each county by overnight mail within 72 hours of filing the statement electronically (*Elec. Code §§ 13307(a)(2), 13307.7(a)*).

A legislative candidate who is nominated by the voters in the primary election may file a CSQ for inclusion in a voter information guide for the general election (*Elec. Code § 13307(a)(2)*).

### **Cost of Publishing a CSQ**

To determine the cost to publish a CSQ in Placer County, please refer to the table on the following page. If you wish to have the CSQ printed in another county, please contact that county for their CSQ fees and have payment, along with other required paperwork, sent by overnight mail within 72 hours of filing in Placer County.

The estimate of the CSQ fee approximates the actual cost of printing and distributing the statement. The actual cost varies from election to election and may be significantly more or less than the estimate, depending on the actual number of candidates filing statements. If the cost of the printing is different from the estimate, the candidate may be required to pay the difference or may receive a refund.

**Candidate Statement of Qualifications (CSQ) Fees  
November 5, 2024 General Election**

<b>FEDERAL AND STATE LEGISLATIVE OFFICES</b>		
<b>OFFICE</b>	<b>CSQ FEE</b>	<b>EACH ADDITIONAL LANGUAGE TRANSLATION</b>
<b>FEDERAL OFFICES</b>		
United States Senator - Partial	Contact the SOS	
United States Senator		
United States Representative, District 3	\$5,810	\$5,885
<b>STATE OFFICES</b>		
State Senate, District 1	\$950	\$1,025
State Assembly, District 1	\$570	\$645
State Assembly, District 3	\$270	\$345
State Assembly, District 5	\$5,230	\$5,305

<b>JUDGES OF THE SUPERIOR COURT</b>		
<b>OFFICE</b>	<b>CSQ FEE</b>	<b>EACH ADDITIONAL LANGUAGE TRANSLATION</b>
Superior Court Judge	\$2,970	\$3,045

<b>COUNTY OFFICES</b>		
<b>OFFICE</b>	<b>CSQ FEE</b>	<b>EACH ADDITIONAL LANGUAGE TRANSLATION</b>
County Supervisor, District 3	\$690	\$765
County Supervisor, District 5	\$690	\$765

<b>CITY OFFICES</b>		
<b>OFFICE</b>	<b>CSQ FEE</b>	<b>EACH ADDITIONAL LANGUAGE TRANSLATION</b>
City of Auburn: City Council and Treasurer	\$230	\$305
City of Colfax: City Council and Treasurer	\$150	\$225
City of Lincoln: City Council, District 3	\$200	\$275
City Council, District 4	\$230	\$305
City Council, District 5	\$220	\$295
City of Lincoln Treasurer	\$520	\$595
Town of Loomis: Town Council and Treasurer	\$180	\$255
City of Rocklin: City Council	\$600	\$675
City of Roseville: City Council, District 1	\$320	\$395
City Council, District 3	\$300	\$375
City Council, District 5	\$390	\$465



<b>COUNTY BOARDS OF EDUCATION</b>		
<b>OFFICE</b>	<b>CSQ FEE</b>	<b>EACH ADDITIONAL LANGUAGE TRANSLATION</b>
Placer County Board of Education: Trustee Area 2	\$420	\$495
Trustee Area 3	\$550	\$625
Trustee Area 5	\$610	\$685
Trustee Area 7	\$440	\$515
Sutter County Board of Education: Trustee Area 5	\$140	\$215

<b>COMMUNITY COLLEGE DISTRICTS</b>		
<b>OFFICE</b>	<b>CSQ FEE</b>	<b>EACH ADDITIONAL LANGUAGE TRANSLATION</b>
Sierra Joint Community College District: Trustee Area 3	\$610	\$685
Trustee Area 4	\$640	\$715
Trustee Area 6	\$220	\$295
Trustee Area 7	\$660	\$735

<b>HIGH SCHOOL DISTRICTS</b>		
<b>OFFICE</b>	<b>CSQ FEE</b>	<b>EACH ADDITIONAL LANGUAGE TRANSLATION</b>
East Nicolaus Joint Union High School District	\$140	\$215
Placer Union High School District: Trustee Area 1	\$270	\$345
Trustee Area 5	\$260	\$335
Roseville Joint Union High School District: Trustee Area 1	\$230	\$305
Trustee Area 3	\$380	\$455
Trustee Area 5	\$370	\$445

<b>UNIFIED SCHOOL DISTRICTS</b>		
<b>OFFICE</b>	<b>CSQ FEE</b>	<b>EACH ADDITIONAL LANGUAGE TRANSLATION</b>
Center Joint Unified School District	\$180	\$255
Rocklin Unified School District Trustee Area 1	\$220	\$295
Trustee Area 3	\$230	\$305
Tahoe-Truckee Unified School District: Trustee Area 2 Trustee Area 3	\$220	\$295
Western Placer Unified School District: Trustee Area 3	\$200	\$275
Trustee Area 5	\$230	\$305

<b>ELEMENTARY SCHOOL DISTRICTS</b>		
<b>OFFICE</b>	<b>CSQ FEE</b>	<b>EACH ADDITIONAL LANGUAGE TRANSLATION</b>
Ackerman Charter District	\$150	\$225
Alta-Dutch Flat Union Elementary School District	\$150	\$225
Auburn Union School District	\$370	\$445
Colfax Elementary School District	\$170	\$245
Dry Creek Joint Elementary School District	\$360	\$435
Elverta Joint Elementary School District	\$140	\$215
Eureka Union School District	\$330	\$405
Foresthill Union School District	\$180	\$255
Loomis Union School District: Trustee Area 1 Trustee Area 2	\$310	\$385
Newcastle Elementary School District	\$160	\$235
Placer Hills Union School District	\$250	\$325
Pleasant Grove Joint Union School District	\$140	\$215
Roseville City School District: Trustee Area 1	\$280	\$355
Trustee Area 5	\$320	\$395

<b>AIRPORT DISTRICTS</b>		
<b>OFFICE</b>	<b>CSQ FEE</b>	<b>EACH ADDITIONAL LANGUAGE TRANSLATION</b>
Truckee Tahoe Airport District	\$220	\$295

<b>COMMUNITY SERVICES DISTRICTS</b>		
<b>OFFICE</b>	<b>CSQ FEE</b>	<b>EACH ADDITIONAL LANGUAGE TRANSLATION</b>
Auburn Valley Community Services District	\$140	\$215
Christian Valley Park Community Services District	\$150	\$225
Heather Glen Community Services District	\$140	\$215
Northstar Community Services District	\$140	\$215
San Juan Water District: Division 2	\$250	\$325
Suburban Pines Community Services District	\$140	\$215

<b>FIRE PROTECTION DISTRICTS</b>		
<b>OFFICE</b>	<b>CSQ FEE</b>	<b>EACH ADDITIONAL LANGUAGE TRANSLATION</b>
Alta Fire Protection District	\$140	\$215
Foresthill Fire Protection District	\$180	\$255
Newcastle Fire Protection District	\$170	\$245
North Tahoe Fire Protection District: Division 1	\$150	\$225
Division 3	\$140	\$215
Division 5	\$150	\$225
Penryn Fire Protection District	\$160	\$235
Placer Hills Fire Protection District	\$220	\$295
South Placer Fire Protection District: Division 1	\$210	\$285
Division 2	\$330	\$405
Truckee Fire Protection District	\$150	\$225

<b>HOSPITAL DISTRICTS</b>		
<b>OFFICE</b>	<b>CSQ FEE</b>	<b>EACH ADDITIONAL LANGUAGE TRANSLATION</b>
Tahoe Forest Hospital District	\$220	\$295

<b>IRRIGATION DISTRICTS</b>		
<b>OFFICE</b>	<b>CSQ FEE</b>	<b>EACH ADDITIONAL LANGUAGE TRANSLATION</b>
Nevada Irrigation District: Division 3	\$200	\$275

<b>MUNICIPAL UTILITY DISTRICTS</b>		
<b>OFFICE</b>	<b>CSQ FEE</b>	<b>EACH ADDITIONAL LANGUAGE TRANSLATION</b>
Sacramento Municipal Utility District: Ward 1	\$180	\$255
South Placer Municipal Utility District: Ward 1	\$240	\$315
Ward 4	\$250	\$325
Ward 5	\$250	\$325

<b>PUBLIC UTILITY DISTRICTS</b>		
<b>OFFICE</b>	<b>CSQ FEE</b>	<b>EACH ADDITIONAL LANGUAGE TRANSLATION</b>
Donner Summit Public Utility District	\$140	\$215
Foresthill Public Utility District	\$180	\$255
North Tahoe Public Utility District	\$170	\$245
Tahoe City Public Utility District	\$160	\$235
Truckee Donner Public Utility District	\$140	\$215

<b>RECREATION AND PARK DISTRICTS</b>		
<b>OFFICE</b>	<b>CSQ FEE</b>	<b>EACH ADDITIONAL LANGUAGE TRANSLATION</b>
Auburn Area Recreation and Park District	\$440	\$515
Truckee Donner Recreation and Park District	\$140	\$215

<b>RESORT IMPROVEMENT DISTRICTS</b>		
<b>OFFICE</b>	<b>CSQ FEE</b>	<b>EACH ADDITIONAL LANGUAGE TRANSLATION</b>
Talmont Resort Improvement District	\$140	\$215

<b>SANITARY DISTRICTS</b>		
<b>OFFICE</b>	<b>CSQ FEE</b>	<b>EACH ADDITIONAL LANGUAGE TRANSLATION</b>
Truckee Sanitary District	\$150	\$225

<b>WATER AGENCY</b>		
<b>OFFICE</b>	<b>CSQ FEE</b>	<b>EACH ADDITIONAL LANGUAGE TRANSLATION</b>
Placer County Water Agency: Division 3	\$690	\$765
Division 4	\$670	\$745
Division 5	\$690	\$765

<b>COUNTY WATER DISTRICTS</b>		
<b>OFFICE</b>	<b>CSQ FEE</b>	<b>EACH ADDITIONAL LANGUAGE TRANSLATION</b>
Alpine Springs County Water District	\$140	\$215
Meadow Vista County Water District	\$160	\$235
Midway Heights County Water District	\$150	\$225
Sierra Lakes County Water District	\$140	\$215
Olympic Valley Public Service District	\$140	\$215

The Placer County Elections Office currently offers CSQ translations in Spanish, Tagalog, Korean, and Punjabi. Each additional language translation fee is per language translated.

## Candidate Statement of Qualifications (continued)

### Nonpartisan Candidates

CSQs for nonpartisan candidates shall not include the party affiliation of the candidate, nor membership or activity in partisan political organizations (*Elec. Code § 13307(a)(1)*).

### Length

Local candidates are permitted to write a maximum of 200 words (*Elec. Code § 13307(a)(1)*). Candidates for the House of Representatives and State Legislature are permitted to write a maximum of 250 words (*Elec. Code § 13307.5; Gov. Code § 85601*).

### Where to File

For congressional, state legislative and local candidates, the CSQ is filed with the Placer County Elections Office. For statewide offices, like U.S. Senate, candidates may file a CSQ with the Secretary of State's office for inclusion in the state voter information guide. Contact the Secretary of State's office at 916-657-2166 for more information and CSQ submission deadline dates for primary and general elections.

### Endorsements

Endorsements are allowed in the CSQ. The candidate may be asked to provide written authorization from the endorser.

### Withdrawing a Candidate Statement of Qualifications

A CSQ may be withdrawn during the period for filing nomination documents and until 5 p.m. of the next working day following the close of the candidate filing period. However, CSQs may not be changed, so it is strongly recommended that candidates thoroughly proof their statements before filing them. The Elections Office must print the CSQs exactly as they are submitted (*Elec. Code § 13307(a)(3)*).

### Formatting

CSQs must be printed in a uniform style and will be set in justified format. Generally, any characters that can be produced from a standard keyboard are acceptable. However, no paragraph or sentence may begin with a number or punctuation mark, and indentations or multiple underscoring will not be accommodated. Emphasizing words or phrases with **bolded**, CAPITALIZED, underlined, \*bullet-pointed and "quoted" words or phrases is not acceptable if done to draw attention to the word or phrase in question.



200-word CSQs are printed in a quarter-page space and 250-word CSQs are printed in a half-page space. To fit within the space provided, items in a list will not be allowed unless the list is in paragraph form.

**It is strongly recommended that CSQs not be handwritten.** If the handwriting is illegible, the Elections Office may need to interpret the handwriting. In such cases, there is a possibility the CSQ may not be typeset and printed as the candidate intended.

Candidates are encouraged to submit their CSQs as a hard copy in Word format; the hard copy attached on the CSQ form is the official copy and will be used for typesetting.

### **Public Examination Period**

The CSQ is confidential until the close of candidate filing, at which time the public examination period begins. The Elections Office will have copies of the candidate statements available for public review 10 calendar days immediately following the close of candidate filing. Copies are available for \$0.50 for the first page and \$0.25 for each additional page.

During the public examination period, any voter in the district or the Placer County Registrar of Voters may seek a writ of mandate or an injunction requiring any or all material in the CSQ be amended or deleted. The writ of mandate or injunction request must be filed no later than the end of the 10-day public examination period. A preemptory writ of mandate or injunction shall be issued only upon clear and convincing proof that the material in question is false, misleading or inconsistent with the requirements of the Elections Code (*Elec. Code §§13311, 13313*).

### **Printing Candidate Statements in Other Languages**

A candidate may choose to have their CSQ translated and printed in Spanish, Korean, Tagalog and/or Punjabi by the Elections Office. The translation fee for each language is paid for by the candidate and must be paid at the time of filing. **The Elections Office is unable to accept translations provided by the candidate.**

### **Liability**

Nothing in the Elections Code shall be deemed to make any CSQ or the authors thereof free or exempt from any civil or criminal action or penalty because of any false, misleading or libelous statements (*Elec. Code § 13307(e)*).

## Word Count Guidelines

The guidelines listed below are used by the Elections Office for counting the number of words in a CSQ. Please consult these guidelines when counting the words in your CSQ. Your computer count may not match ours.

Name, age and office title (located at the top of the form) are not counted. According to Election Code Section 9:

(a) Counting of words, for purposes of this code, shall be as follows:

- (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 website addresses shall be counted as one word.

(b) This section shall not apply to counting words for ballot designations under Section 13107 (*Elec. Code § 9*).

In the event the submitted CSQ goes over the word limit, the candidate will be requested to remove or modify enough words or sentences until the statement meets the necessary word limit.

## No References To Other Candidates

The CSQ shall be limited to a recitation of the candidate's personal background and qualifications. It shall not, in any way, reference other candidates for that office. In addition, candidates for offices *other than Congress* shall not include their political party affiliation nor membership or activity in partisan political organizations (*Elec Code §§ 13307(A)(1), 13307.5, 13308*).

**Consult these  
guidelines.**

**A computer count  
may not match  
our office's count.**

# Code of Fair Campaign Practices

The Code of Fair Campaign Practices is a voluntary document that candidates may sign and file to indicate they intend to follow campaign practices based upon principles of decency, honesty and fair play. California Elections Code Section 20400 states, “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” (*Elec. Code §§ 20400, 20440*).

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

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

THEREFORE:

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

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

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Office

Rev: 11/2021

## Voluntary

The Code of Fair Campaign Practices is voluntary and candidates for public office are not required to subscribe to or endorse the code. When an elections official issues nomination documents to a candidate, they will offer that candidate a blank form containing a copy of the code to sign. The elections official will also inform the candidate that subscription to the code is voluntary (*Elec. Code § 20440, 20444*).

## Public Record

Every code subscribed to by a candidate is a matter of public record. The elections official will accept completed forms that are properly subscribed to by a candidate at any time prior to the election. The forms will be kept for public inspection until 30 days after the election. The Placer County Elections Office places these forms at the counter for public viewing (*Elec. Code §§20442, 20443*).

## When to File

Candidate filing for the November 5, 2024 General Election begins July 15, 2024 and ends August 9, 2024. If an incumbent fails to file, candidate filing for that office will be extended five days to August 14, 2024 for candidates other than the incumbent. Districts that have switched from “elected at large” to “elected by division” (e.g. ward, district, trustee area) or had changes to their boundaries since the last-held election do not have incumbents; therefore, candidate filing will not extend for those districts.

Nomination papers must be filed by 5 p.m. on the last day of candidate filing. The candidate filing extension does not apply if the incumbent was unable to file for candidacy due to term limits (*Elec. Code §§ 8020, 8022, 8024*).

When the candidate is prepared to complete the filing process, a member of the elections staff must witness the signature. If a candidate is unable to visit the Placer County Elections Office to complete the process during the candidate filing period, the signature must be witnessed by a notary public. The DOC must be witnessed by an election official or a notary to be valid (*Elec. Code § 8040*).

**All documents must be received in our office by 5 p.m. on the last day of filing, whether in person or by mail.**

**The postmark date does not count as an on-time submission.**

### **Candidate Cannot Withdraw**

Once a candidate files the DOC, and after the close of candidate filing at 5 p.m. on August 9, 2024, they are unable to withdraw from the election (*Elec. Code §§ 8800-8801, 10224-10225, 10510, 10516, 10603-10604*).

## Write-in Candidates

Write-in candidates go through a process similar to regular candidate filing. If an individual has not gone through this process, they cannot be elected even if a majority of voters write their name on the ballot.

### Filing Requirements

Write-in candidates must submit a Statement of Write-in Candidacy. This form requires the candidate to provide their name, residential address, a declaration stating that they are running as a write-in candidate, the title of the office they are seeking, the date of the election, their party nomination preference (if applicable) and party affiliation history for the past 10 years (if running for a partisan office). Like the Declaration of Candidacy, they must sign the Statement of Write-in Candidacy in the presence of an election official or notary public. If the candidate is unable to visit the Elections Office during the write-in candidate filing period, they may have a notary public witness the signature and signing of the Oath of Office. If the office requires nomination signatures, they must also collect the same number of valid signatures as other candidates (*Elec. Code § 200, 8600, et seq.; Cal. Const. art. XX § 3*).

### When to File

The write-in candidacy period for the November 5, 2024 General Election is September 9, 2024 through October 22, 2024 (*Elec. Code § 8601*).

### Filing Fees

No fee or charge shall be required of a write-in candidate except in the case of a candidate for city office, as provided in Section 10228 (*Elec. Code § 8604*).

### How Write-in Candidates Are Elected

#### *Nonpartisan*

To be elected to a county nonpartisan office, a qualified write-in candidate must receive over 50% of votes cast for that office.

#### *Voter-Nominated*

If a write-in candidate for the primary election receives the highest number of votes or the second highest number of votes, the write-in candidate will move forward to the general election. In a general election, there are no write-in candidates for a voter-nominated office (*Elec. Code §§ 8605, 8606, 15340-15342.5*).

## Financial and Campaign Disclosure Information

The Political Reform Act of 1974 (the Act) mandates that all candidates for state and local elective offices, all state and local elected officeholders, and recipient campaign committees file campaign disclosure statements listing contributions received and expenditures made. The campaign disclosure statements put this information in the public domain. In addition to making the financial activities of campaign committees available to the public, these statements help protect candidates from unfounded accusations. This program is administered by the Secretary of State's Political Reform Division, the Fair Political Practices Commission (FPPC) and local election officials.

Federal candidates fall under the jurisdiction of the Federal Elections Commission (FEC). For information on their regulations, please contact the FEC at [www.fec.gov](http://www.fec.gov) or call toll-free at 800-424-9530.

*Pursuant to Assembly Bill 571 (AB 571), beginning January 1, 2021, a state campaign contribution limit by default has been applied to county candidates when the county has not already enacted a contribution limit.*

*Currently, Placer County has not created a contribution limit, and as such, the state contribution limit has been applied to county candidates. The default limit for contributions to county and some city candidates subject to AB 571 for 2023-2024 is set at \$5,500 per election. City candidates should contact their City Clerk's Office to verify if their city has set their own contribution limits or defaulted to the state campaign contribution limit.*

### Public Record

All campaign disclosure statements are a matter of public record. Any member of the public or press may inspect them at the Elections Office and copies of filed campaign disclosure statements may be purchased for \$0.10 a page. In addition, a retrieval fee may be charged per request for copies of reports and statements five or more years old (not to exceed \$5). Campaign disclosure forms are also available for viewing online; follow the links from our website at [www.placercountyelections.gov/candidate-filing](http://www.placercountyelections.gov/candidate-filing) (Gov. Code § 81008).

### Termination of Filing Requirements

Candidates, officeholders and committees do not automatically terminate their filing requirements when activity ceases or when an officeholder with an active committee vacates the office. An individual maintains candidate status until any potential campaign activity that may require disclosure ceases and the appropriate forms (Terminating Form 410 and Terminating Form 460) have been filed (Gov. Code § 84214; FPPC Regulation § 81008).

If the committee of a successful candidate is terminated before the end of the calendar year, the candidate will continue to file Form 460 for the remainder of the calendar year (please see FPPC Manual 2 for more information).

### **Contributions/Expenditures**

No monetary contribution of \$100 or more shall be received in cash. No expenditure of \$100 or more shall be made in cash (*Gov. Code § 84300(a)(b)*).

### **Campaign Funds**

Committees must open a campaign account and all money intended for use in the campaign must be deposited into this account, including personal funds. All contributions must be segregated and shall not be commingled with personal funds of the recipient or any other person. Expenditures need to be made from this account. The funds in the campaign account may not be used in connection with any other office sought by the candidate (*Gov. Code §§ 84307, 89511.5(e)*).

For more information on restrictions regarding the use of campaign funds, please contact the Fair Political Practices Commission or visit their website at [www.fppc.ca.gov](http://www.fppc.ca.gov).

### **Audits**

The Act authorizes investigations and audits of committees and candidates. Candidates and committee treasurers should keep complete records and be prepared to submit supporting documents, if requested. The retention schedule for supporting documents is listed in the Fair Political Practices Commission manuals. These manuals may be obtained online at [www.fppc.ca.gov](http://www.fppc.ca.gov) or from the Elections office (*Gov. Code § 90000, et seq.*).

### **Late Fees/Fines/Penalties**

It is the responsibility of candidates and treasurers to be aware of, and to file, the required campaign disclosure statements in a correct and timely manner. Filing after a deadline may lead to late filing penalties of \$10 for each day the statement is late. Committees that fail to file are subject to administrative penalties of up to \$5,000 per violation. Statements must be hand delivered or postmarked as first-class mail by the due date. **Second pre-election campaign statements must be mailed by guaranteed overnight delivery instead of first-class mail.** Certified mail is recommended, but not required (*Gov. Code §§ 81007, 83116, 91013*).

Violations of campaign disclosure law may result in criminal prosecution by the State Attorney General or the County District Attorney, or civil action by the Fair Political Practices Commission, the District Attorney or a private citizen (*Gov. Code § 91000, et seq.*).

## Campaign Disclosure Filing Schedule

### Filing Schedule

The upcoming November 5, 2024 General Election ballot will include a list of candidates and ballot measures. In preparation, committees may be formed to support or oppose these candidates and measures. Additionally, there are general purpose recipient committees involved.

Deadline	Period	Form	Notes
Jul 31, 2024 <i>Semi-Annual</i>	* – 6/30/24	<a href="#">460</a>	<ul style="list-style-type: none"> <li>All committees must file this statement.</li> </ul>
Within 24 Hours <i>Election Cycle Reports</i>	8/7/24 – 11/5/24	<a href="#">497</a>	<ul style="list-style-type: none"> <li>File if a contribution of \$1,000 or more in the aggregate is received from a single source.</li> <li>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 listed on the November 5, 2024, ballot.</li> <li>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.</li> <li>File by personal delivery, e-mail, guaranteed overnight service, or fax. The committee may also file online, if available.</li> </ul>
Sep 26, 2024 <i>1<sup>st</sup> Pre-Election</i>	7/1/24 – 9/21/24	<a href="#">460</a> or <a href="#">470</a>	<ul style="list-style-type: none"> <li>Each candidate listed on the ballot must file Form 460 or Form 470 (see below).</li> </ul>
Oct 24, 2024 <i>2<sup>nd</sup> Pre-Election</i>	9/22/24 – 10/19/24	<a href="#">460</a>	<ul style="list-style-type: none"> <li>All committees must file this statement.</li> <li>File by personal delivery or guaranteed overnight service. The committee may also file online, if available.</li> </ul>
Jan 31, 2025 <i>Semi-Annual</i>	10/20/24 – 12/31/24	<a href="#">460</a>	<ul style="list-style-type: none"> <li>All committees must file Form 460 unless the committee filed termination Forms 410 and 460 before December 31, 2024.</li> </ul>

### 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 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.

### 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.

**Note: All statements and reports are public documents.**



## **Common Filing Requirements**

The amount of money that a candidate or committee raises or spends determines the filing requirements. Candidates and committees that stay below the \$2,000 threshold have fewer filing requirements. However, if the candidate either receives contributions of \$2,000 or more, or makes expenditures of \$2,000 or more, a committee must be formed, and more detailed disclosure statements must be filed.

A list of the most common filing requirements appears below:

### *Candidates who receive/spend less than \$2,000*

- Form 501 – Candidate Intention Statement
- Form 470 – Officeholder/Candidate Campaign Statement (Short Form)

### *Candidates who receive/spend \$2,000 or more*

- Form 501 – Candidate Intention Statement
- Form 470 Supplement – Officeholder/Candidate Campaign Statement (if a Form 470 was already filed for this election)
- Form 410 – Statement of Organization (also used for termination)
- Form 460 – Recipient Committee Campaign Statement
- Form 497 – Late Contribution Report

### *Controlled committees for local candidates*

- Form 501 – Candidate Intention Statement
- Form 410 – Statement of Organization (also used for termination)
- Form 460 – Recipient Committee Campaign Statement
- Form 497 – Late Contribution Report

## **Conflicts of Interest**

In the past, some officeholders have misused their positions for personal gain, so it is crucial for voters to verify that their elected officials do not have any conflicting financial interests. Candidates and officeholders at the state and local levels are required by the Political Reform Act to disclose their financial interests. This disclosure is not required for federal candidates and officeholders.

Form 700 – Statement of Economic Interests is a tool for candidates and officeholders to disclose their financial interests publicly. This disclosure helps to prevent accusations of misconduct and protects voters from officeholders who abuse their positions. When filing Form 700 as a candidate for county office, the form is filed with the county elections office. For state and congressional offices, the form is filed directly with the CA Fair Political Practice Commission (FPPC). For any questions about Form 700, contact the FPPC at 866-275-3772 (\*2) or email [advice@FPPC.ca.gov](mailto:advice@FPPC.ca.gov) (Gov. Code § 87100, et seq.).

## When and Where to File for Local Candidates

FORM NUMBER	WHEN TO FILE	ORIGINAL & ONE COPY	OTHER COPIES
501	Before any money is raised or spent for the campaign	Placer County Elections 3715 Atherton Road Rocklin, CA 95765 Fax: 530-886-5688	N/A
410	Within 10 days of receiving/spending \$2,000 (or within 24 hours if the committee qualifies within 16 days of the election)	Secretary of State's Political Reform Division 1500 11 <sup>th</sup> Street, Rm. 495 Sacramento, CA 95814	Placer County Elections
Amended 410	Within 10 days of changes being made to the information on the original 410 (or 24 hours if a change is made within 16 days of the election)		
460	According to the schedule listed on the form	Placer County Elections (Multicounty committees should refer to the FPPC Manual or contact the FPPC for instructions)	N/A
470	On or before the 1 <sup>st</sup> pre-election report due date		
496	During the 90 days prior to an election, Form 496 must be submitted within 24 hours of a \$1,000 independent expenditure	Placer County Elections 3715 Atherton Road Rocklin, CA 95765 Fax: 530-886-5688	N/A
497	During the 90 days prior to an election, Form 497 must be submitted within 24 hours of receiving a \$1,000 contribution from a single source		
<p>Filing procedures are different for federal and state legislative candidates. Candidates for state offices are encouraged to contact the Fair Political Practices Commission at <a href="http://www.fppc.ca.gov">www.fppc.ca.gov</a>.</p> <p>Federal candidates should contact the Federal Elections Commission at <a href="http://www.fec.gov">www.fec.gov</a>.</p> <p>Please note that <b>unsigned forms are incomplete and not considered filed until they are signed.</b></p>			

## Form Descriptions

FORM	DESCRIPTION
410	<b>Statement of Organization</b> – For use in organizing a committee, changing information for a committee or terminating a committee.
460	<b>Recipient Committee Campaign Statement (Long Form)</b> – For use by a recipient committee which receives a cumulative contribution of \$2,000 or more, or expends \$2,000 or more, during a calendar year, an officeholder who is ineligible to file a Form 470, or an officeholder who files jointly with one or more controlled committees.
465	<b>Supplemental Independent Expenditure Report</b> – For use by an officeholder, candidate or committee that makes independent expenditures totaling \$1,000 or more in a calendar year to support or oppose a single candidate, a single ballot measure or the qualification of a single measure. This form is not used by the candidate on whose behalf the independent expenditure was made.
470	<b>Officeholder and Candidate Campaign Statement (Short Form)</b> – Form 470 may be used if less than \$2,000 has been raised or spent by, or on behalf of, the candidate and he or she anticipates raising or spending less than \$2,000 for his or her candidacy for the entire calendar year.
470 Supp	<b>Officeholder and Candidate Campaign Statement (Supplement Form)</b> – For use by an officeholder or the candidate who files the Form 470 for an election year and later receives contributions (including monetary and non-monetary contributions, loans and the candidate's personal funds) totaling \$2,000 or more, or makes expenditures totaling \$2,000 or more during the same calendar year; the officeholder or candidate must send a written notice within 48 hours.
496	<b>Late Independent Expenditure Report</b> – For use by individuals or groups that make independent expenditures totaling \$1,000 or more to support or oppose a single candidate during the 90 days immediately before the election. The aggregated expenditure must expressly advocate the election or defeat of a candidate. Furthermore, this expenditure cannot be made to, or at the behest of, the affected candidate or committee. If it is, the expenditure is then an in-kind contribution ( <i>Gov. Code § 82031</i> ).
497	<b>Late Contribution Report</b> – For use by candidates and committees to report contributions that cumulatively total \$1,000 or more from a single source received or made during the 90 days immediately before the election. A late contribution is a monetary or non-monetary contribution, including a loan, or combination of monetary and non-monetary contributions and loans.
501	<b>Candidate Intention Statement</b> – A candidate for state or local office must file this form prior to solicitation or receipt of any contribution, or expenditure of any personal funds used for the election.
700	<b>Statement of Economic Interests</b> – This form is used by candidates and officeholders to disclose their financial interests. Candidates file it when they complete their nomination paperwork and officeholders file it annually. It discloses economic interests of the past 12 months.

For further information on these forms, please see the instructions provided within the form packet.

# REPLACE - California Fair Political Practices

## Commission California State Contribution Limits

(Effective January 1, 2023 - December 31, 2024)

Candidates seeking a state office and committees that make contributions to state candidates are subject to contribution limits from a single source. Effective January 1, 2021 a state campaign contribution limit will by default apply to city and county candidates when the city or county does not have laws addressing a contribution limit on such candidates. (Sections 85301-85303.) Contributions from affiliated entities are aggregated for purposes of the limits. (Regulation 18215.1.) The chart below shows the current limits per contributor for state offices and city and county candidates when the city or county does not have laws addressing a contribution limit on such candidates. The primary, general, special, and special run-off elections are considered separate elections. Contribution limits to candidates apply to each election. Contribution limits to officeholder and other committees apply on a calendar year basis. Contact your city or county about contribution limits for local offices. The state campaign contribution limit will by default apply to city and county candidates when the city or county does not have laws addressing a contribution limit on such candidates.

### Contribution Limits to State and Local\* Candidates Per Election

Candidate or Officeholder	Contributor Sources		
	Person (individual, business entity, committee/PAC)	Small Contributor Committee (see definition on page 2)	Political Party
<b>City and County Candidates subject to Section 85301 (d)</b>	<b>\$5,500</b>	<b>\$5,500</b>	<b>\$5,500</b>
<b>Senate and Assembly</b>	\$5,500		No Limit
CalPERS/CalSTRS	\$5,500	\$10,900	No Limit
Lt. Governor, Secretary of State, Attorney General, Treasurer, Controller, Superintendent of Public Instruction, Insurance Commissioner, and Board of Equalization	\$9,100	\$18,200	No Limit
Governor	\$36,400	\$36,400	No Limit

\* state campaign contribution limit will by default apply to city and county candidates when the city or county does not have laws addressing a contribution limit on such candidates.

### Contributions to Other State Committees Per Calendar Year

Committee	Person (individual, business entity, committee/PAC)
Committee (Not Political Party) that Contributes to State Candidates (PAC)	\$9,100
Political Party Account for State candidates	\$45,500
Small Contributor Committee	\$200
Committee Account NOT for State Candidates (Ballot Measure, PAC, Political Party)	No Limit*

\* State committees (including political parties and PACs) may receive contributions in excess of the limits identified above as long as the contributions are NOT used for state candidate contributions. (Regulation 18534.)

### Contributions to State Officeholder Committees Per Calendar Year

Committee	Any Source (Person, Small Contributor Committee or Political Party)	Aggregate From All Sources
Senate and Assembly	\$4,500	\$75,500
CalPERS/CalSTRS	\$4,500	\$75,500
Lt. Governor, Secretary of State, Attorney General, Treasurer, Controller, Superintendent of Public Instruction, Insurance Commissioner, and Board of Equalization	\$7,500	\$151,000
Governor	\$30,200	\$301,900

# California Fair Political Practices Commission

## California State Contribution Limits

(Effective January 1, 2023 - December 31, 2024)

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*The contribution limits are effective for elections held between January, 1 2023 and December 31, 2024. (Regulation 18545.) These limits do not apply to contributions made to elections in previous years. Such contributions are subject to the limits in place for that year; see previous charts.*

### Legal Defense Funds

Contributions raised for a legal defense fund are not subject to contribution limits or the voluntary expenditure ceiling. However, a candidate or officeholder may raise, in total, no more than is reasonably necessary to cover attorney's fees and other legal costs related to the proceeding for which the fund is created. (Section 85304; Regulation 18530.4.)

### Recall Elections

A state officeholder and city or county officeholder subject to Section 85301 (d) who is the subject of a recall may set up a separate committee to oppose the qualification of the recall measure and, if the recall petition qualifies, the recall election. Neither contribution limits nor voluntary expenditure ceilings apply to the committee to oppose the recall that is controlled by the officeholder who is the target of the recall attempt. Candidates running to replace an officeholder who is the target of a recall are subject to the contribution limits and the expenditure limits applicable to the election for that office. (Section 85315; Regulation 18531.5.)

### Ballot Measure Committees

Contributions to ballot measure committees controlled by a candidate for elective state office or a candidate for elective city or county office subject to Section 85301 (d) are not limited.

Contributions from State Candidates and Candidates subject to Section 85301 (d)

A state candidate or candidate for elective city or county office subject to Section 85301(d) may not contribute more than \$5,500 to a committee controlled by another state candidate or candidate for elective city or county office subject to Section 85301 (d) (This limit applies on a per election basis and includes, in the aggregate, contributions made from the candidate's personal funds and from campaign funds. (Section 85305; Regulation 18535.) This limit does not apply to a committee controlled by a state candidate or a committee controlled by a candidate for elective city or county office subject to Section 85301 (d) to oppose their recall or their contributions made to a legal defense fund established by a candidate for elective state office or candidate for elective city or county office subject to Section 85301(d). It also does not apply to contributions made by a candidate for elective state office or a candidate for elective city or county office subject to Section 85301 (d) to a ballot measure committee controlled by another state candidate or candidate for elective city or county office subject to Section 85301(d). Please note there are certain rules applicable to use of funds held by state officeholder committees. (See Regulation 18531.62.)

### Communications Identifying State Candidates

Any committee that makes a payment or a promise of payment totaling \$50,000 or more for a communication that:

1. Clearly identifies a state candidate; but
2. Does not expressly advocate the election or defeat of the candidate; and
3. Is disseminated, broadcast, or otherwise published within 45 days of an election, may not receive a contribution from any single source of more than \$45,500 in a calendar year if the communication is made at the behest of the candidate featured in the communication. (Section 85310.)

### Officeholder Committees

Officeholder contributions must be cumulated (in full) with any other contributions from the same contributor(s) for any other future elective state office or elective city or county office subject to Section 85301 (d) for which the officeholder maintains a controlled committee during the term of office in which the contribution is received. Contributions to candidates for future elections and to their officeholder account are cumulated for purposes of contribution limits. (Regulation 18531.62.)

### Contributions from State Lobbyists

A state lobbyist may not contribute to a state officeholder's or candidate's committee if the lobbyist is registered to lobby the agency of the elected officer or the agency to which the candidate is seeking election. The lobbyist also may not contribute to a local committee controlled by any such state candidate. (Section 85702; Regulation 18572.) In addition, effective January 1, 2015, lobbyists and lobbying firms may no longer take advantage of the \$500 or less home/office fundraiser exemption that is available to other individuals and entities. (Section 82015(f).)

### Local Elections

Many cities and counties have local contribution limits and other election rules. "Local campaign Ordinances" are listed on the FPPC's website. Check with your city or county about contribution limits for local elections. A state campaign contribution limit will by default apply to city and county candidates when the city or county does not have laws addressing a contribution limit on such candidates.

### Definitions

**Person:** An individual, proprietorship firm, partnership, joint venture, syndicate, business trust, company, corporation, limited liability company, association, committee, and any other organization or group of persons acting in concert. (Section 82047.)

**Small Contributor Committee:** Any committee that meets all of the following criteria:

- (a) The committee has been in existence for at least six months.
- (b) The committee receives contributions from 100 or more persons.
- (c) No one person has contributed to the committee more than \$200 per calendar year.
- (d) The committee makes contributions to five or more candidates. (Section 85203; Regulation 18503.)

**Political Party Committee:** The state central committee or county central committee of an organization that meets the requirements for recognition as a political party under Elections Code Section 5100. (Section 85205.)

[www.fppc.co.gov](http://www.fppc.co.gov)

FPPC Advice: [advice@fppc.co.gov](mailto:advice@fppc.co.gov) / 1.866.275.3772 )  
FPPC EAEU • 007-12-2022 • Page 2 of 2

## General Campaign Information

It is important to be aware of state and local laws that can impact political campaigns. These laws exist to safeguard citizens' right to vote and promote fair campaign practices. It is worth noting that this section doesn't cover everything and isn't a substitute for legal advice. However, the information provided can serve as a useful starting point for understanding and complying with laws related to political campaigns.

### Political Signs

A political sign is a posted advertisement used to promote, or campaign against, a candidate or measure for an upcoming election. Any type of advertising viewed by the public can fall under political sign regulations. The placement of political signs is subject to regulation by the state, county and/or cities, and may require a sign deposit.

### State

The Division of Traffic Operations is prepared to answer questions about state regulation of campaign signs. For information, call 916-654-6473 or go to [www.dot.ca.gov/programs/traffic-operations/oda/political-signs](http://www.dot.ca.gov/programs/traffic-operations/oda/political-signs). You can also ask the Placer County Elections Office for a handout prepared by the Division of Traffic Operations for candidates who intend to advertise outdoors (this handout is provided to candidates at the time candidacy papers are pulled).

### County

Placer County Code Chapter 17 Zoning, Section 17.54.190(b) requires that:

- signs shall be posted no earlier than 60 days prior to the election to which they pertain.
- each person or organization posting such signs shall first deposit with the Placer County Elections Office a refundable deposit to guarantee the removal of the signs as required. Such a deposit shall be \$200.
- signs shall be prohibited within any public right-of-way and meet all county setback requirements.
- signs are permitted to be posted on private property pursuant to the provisions of this section.
- signs shall be removed no later than 21 days after the election to which they pertain.

If signs are not removed within the statutory time frame, notice shall be issued, and the responsible party has seven days from the date of notice to remove the signs. If the signs are not removed within that time, violations are punishable under Article 17.62 of the County Code. The punishment is a fine not to exceed \$500 per violation, with each day constituting a separate violation, or not more than six months in jail.

For more information about Placer County political sign regulations, contact the Community Development Resource Agency at 530-745-3000. Complaints about signs in unincorporated portions of the county should be reported to the Placer County Code Enforcement Division at 530-745-3050. You can also find a complaint form on the Placer County Code Enforcement Division's website at [www.placer.ca.gov/2309/Code-Compliance](http://www.placer.ca.gov/2309/Code-Compliance).

## Cities and Towns

The Placer County Elections Office strongly recommends that candidates consult with the city or town clerk in each city/town where they plan to place signs. Each jurisdiction has its own policy regarding deposits or fees, so it is important to check with them. The locations, contact names and telephone numbers of these offices are provided below for your convenience.

### *City of Auburn*

Amy Lind, City Clerk  
1225 Lincoln Way, Rm 9  
Auburn, CA 95603  
530-823-4211, ext. 112

### *City of Colfax*

Amanda Ahre, City Clerk  
33 South Main Street/PO Box 702  
Colfax, CA 95713  
530-346-2313

### *City of Lincoln*

Gwen Scanlon, City Clerk  
600 6<sup>th</sup> Street  
Lincoln, CA 95648  
916-434-2490, ext. 4

### *Town of Loomis*

Carol Parker, Deputy Town Clerk  
3665 Taylor Road  
Loomis, CA 95650  
916-824-1509

### *City of Rocklin*

Avinta Madhukansh-Singh, City Clerk  
3970 Rocklin Road  
Rocklin, CA 95677  
916-625-5560

### *City of Roseville*

Carmen Avalos, City Clerk  
311 Vernon Street  
Roseville, CA 95678  
916-774-5263

## Political Sign Regulations

These figures are guidelines only. Individual ordinances should be consulted by contacting the appropriate agency before placing signs.

JURISDICTION	NUMBER OF DAYS PRIOR TO ELECTION THAT SIGNS MAY BE POSTED	NUMBER OF DAYS AFTER ELECTION THAT SIGNS MUST BE REMOVED	DEPOSIT/FEE REQUIRED	SIZE LIMIT REGULATION
STATE	90	10	None	32 sq. ft.
PLACER COUNTY	60	21	\$200 refundable	32 sq. ft.
AUBURN	30	1	None	6 ft. tall w/max area of 32 sq. ft.
COLFAX	n/a	21	\$50 refundable	32 sq. ft.
LINCOLN	60	21	\$250 refundable	32 sq. ft.
LOOMIS	45	15	None	16 sq. ft.
ROCKLIN	45	5	\$500 refundable	6 ft. tall w/max area of 16 sq. ft.
ROSEVILLE	90	10	None	6 sq. ft.

## Voter Registration Drives

Some candidates conduct voter registration drives or encourage individuals to register to vote while they are campaigning or collecting signatures. To ensure that election law is followed, and voters' rights are secured, we remind everyone involved in the process to follow the guidelines below. Please note that this does not contain *all* laws regarding voter registration. Contact the Secretary of State's Office or the Placer County Elections Office if you have any questions.

### Voter Registration Forms

Voter registration forms may be obtained from the Elections Office. If an individual requests registration forms, they will need to complete a "Voter Registration Card Statement of Distribution." At that time, elections staff will go over the registration form requirements with the individual who is requesting them.

Individuals distributing voter registration forms must give a form to anyone who requests one, provided they have enough forms (*Elec. Code § 2158(b)(3)*).

Candidates and their volunteers may not affix or write any statements urging or indicating support or opposition to any candidate onto the voter registration form (*Elec. Code § 18105*).

Anyone who, without the specific written consent of the voter, willfully and with the intent to affect the voter's voting rights, causes, procures or allows for the voter's party affiliation declaration on the voter registration form to be defaced, altered or completed, may face imprisonment in the state prison for 16 months or two or three years, or in the county jail for not more than one year (*Elec. Code § 18106*).

### Returning Voter Registration Forms

Distributors must return completed voter registration forms to the Placer County Elections Office within three business days or by the registration deadline, whichever comes first. It is against the law to delay the delivery of these forms intentionally or carelessly to the Elections Office and could result in a fine of up to \$1,000 (*Elec. Code §§ 2138, 2139, 18103*).

### Confidential Information

Any driver's license number, identification card number and/or social security card number provided on a voter registration form are considered confidential. It is strictly prohibited for any individual or organization distributing voter registration forms, or anyone entrusted with the form, to disclose this information (*Elec. Code § 2138.5*).

### Political Advertisements

As used in Elections Code Section 20008, "paid political advertisement" shall mean, and shall be limited to, published statements paid for by advertisers for purposes of supporting or defeating any person who has filed for an elective state or local office.



Any paid political advertisement which refers to an election or to any candidate for state or local elective office which is contained in or distributed with a newspaper, shall bear on each surface or page thereof, in type or lettering at least half as large as the type or lettering of the advertisement or in 10-point Roman type (whichever is larger), the words "Paid Political Advertisement." The words shall be set apart from any other printed matter (*Elec. Code § 20008*).

### **Electioneering Near Voting Locations**

It is prohibited to engage in certain activities within 100 feet of a voting location or official drop box. These activities include electioneering, circulating petitions, soliciting votes, discussing with a voter how to mark their ballot, displaying signs related to a voter's eligibility to vote or discussing a voter's eligibility to vote, and recording a voter entering or exiting a voting center. The 100-foot boundary of the vote center entrance shall be clearly marked with signs for easy identification (*Elec. Code §§ 18370, 18541*).

The California State Legislature recently defined electioneering as "the visible display or audible dissemination of information that advocates for or against any candidate or measure on the ballot within 100 feet of the entrance to a vote center, an elections official's office, a satellite location or any outdoor site, including curbside voting areas." Electioneering information includes visual displays associated with a candidate or measure, paraphernalia containing electioneering information (e.g., shirts, campaign buttons) and the dissemination of audible electioneering information (*Elec. Code § 319.5*).

### **News Media Exit Polls**

Members of the news media are permitted to conduct voter surveys outside of voting locations on Election Day. These surveys may take place no closer than 25 feet from the entrance to the building containing the voting location.

### **Canvassing the Election**

Final results for the election cannot be released until the canvass has been completed. The election canvass process is an internal audit and is required by state law to ensure the accuracy of election results. California Election Law allows 30 days to conduct the official canvass of final election results. The canvass begins no later than the Thursday after the election and concludes within 30 days of the election. Placer County traditionally starts Wednesday, the day after the election.

During the canvass, vote-by-mail ballots and provisional ballots are reviewed to validate eligibility. The Elections Office also performs a manual count of 1% of all ballots cast in each race to verify the accuracy of the election tally system. The canvass concludes with the certification and issuance of official election results. Any member of the public may observe this process (*Elec. Code § 15300, et seq.*).

## Appendix A: Services to Candidates

Candidates may purchase the following voter information from the Placer County Elections Office to aid with their campaigns. All requestors must complete an “Application to Purchase/View Voter Registration Information” form and will be required to sign a statement verifying the information will not be used for personal or commercial purposes. The request form can be found online at [www.placercountyelections.gov/forms](http://www.placercountyelections.gov/forms). Please allow at least three business days for the Elections Office to produce your report and/or labels. Times vary among jobs, so please coordinate your requests with the Elections Office.

**A wet signature is required on the “Application to Purchase/View Voter Registration Information.” It must be submitted in person or by mail.**

**Photo ID is also required.**

### **Precinct Index (a.k.a. Walking List)**

Precinct indexes are printed in alphabetical order by street name, then numerically by house number. The list shows the names of voters at each address, with party preference and phone number. Each candidate may order precinct indexes at a base cost of \$5 per 5,000 names, rounded up to the next 5,000 names.

### **Registered Voter List (a.k.a. Alpha List)**

Many lists may be produced which contain more complete information for each voter record. These lists are arranged in alphabetical order by voter’s last name and may be printed by precinct, district or countywide. Many formats are available, and may include residence address, mailing address, phone number, party preference, etc. Elections staff can recommend lists based on what the requestor wishes to accomplish. Each candidate may order alpha lists at a base cost of \$5 per 5,000 names, rounded up to the next 5,000 names.

### **Registered Voter File**

The voter file, countywide or by district, is charged at the following rates:

- \$100 – Countywide voters
- \$125 – Countywide voters, with voting history (may specify up to five elections for history attached to each record)
- \$25 – District file, per 30,000 voters

This file format is .txt, which may be imported into a variety of software programs, such as MS Access, MS Excel, etc. Test files may be requested. Prepaid files may be transmitted by downloadable link via Placer County Box (recipients must sign up for a Box account prior to accessing files).

**Mailing Labels**

Mailing labels addressed to every eligible voter or to family households of the same surname are available. Household labels constitute approximately 60% to 65% of the registered voters within a district. The cost is \$0.10 per label. The labels can be ordered by district or precinct.

**Precinct Maps/District Maps**

Precinct or district maps are available from the Elections Office. Specialty maps using geographical information systems (GIS) technology are also available. The form to order these maps is available on our website at [www.placercountyelections.gov/campaign-resources](http://www.placercountyelections.gov/campaign-resources). Contact the Placer County Elections Office for the cost of these maps.

**Voting Precinct Lists**

This report details the regular precincts that were placed into specific voting precincts. The fee is \$5.



**Placer County Elections Office**

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