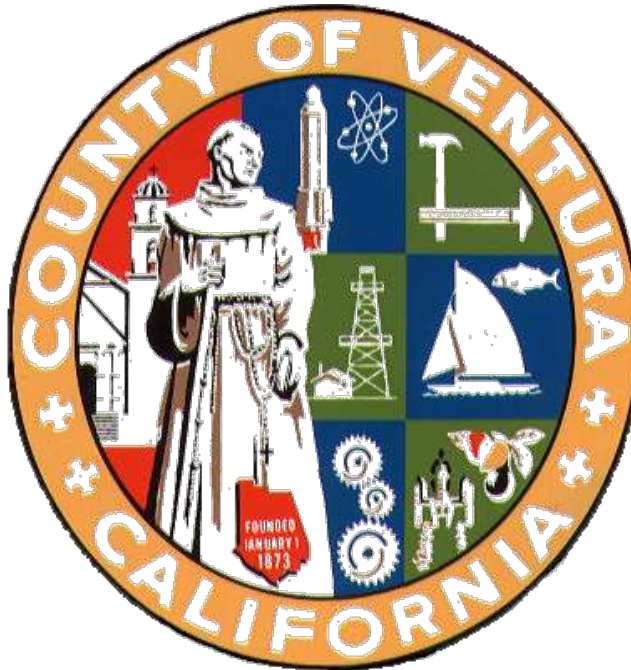


CANDIDATE INFORMATION GUIDE

PRESIDENTIAL GENERAL ELECTION NOVEMBER 6, 2012



MARK A. LUNN
Clerk Recorder/Registrar of Voters

Tracy D. Saucedo
Assistant Registrar of Voters

**Elections Division
Hall of Administration
800 South Victoria Avenue
Ventura, California 93009
654-2664
8:00 a.m. - 5:00 p.m.
<http://recorder.countyofventura.org/elections.htm>**

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NOTICE

This Candidate Information Guide has been prepared to assist you in filing documents relating to the election. It includes a calendar of events and summary of provisions and filing requirements. It is not intended to provide legal advice and is for general guidance only.

Please note that it is not within the purview of this office to determine whether a candidate meets the requirements for holding office. Individuals with questions concerning their own or other candidate qualifications or other related matters should seek legal counsel.

Candidates and others using this Information Guide must bear full responsibility to make their own determinations as to all legal standards, duties and factual material contained therein.

CANDIDATE QUALIFICATIONS AND INFORMATION

SCHOOL DISTRICT AND SPECIAL DISTRICT ELECTIONS

NOVEMBER 6, 2012

PARTY AFFILIATION – NO PARTY AFFILIATION REQUIRED

FILING FEE, NOMINATION PETITIONS AND SALARY – Although neither a filing fee nor nominating petitions are required, a declaration of candidacy must be filed. (Elections Code §10510, Health and Safety Code §32002, Water Code §§60138, 71505, Education Code §5012 and Public Resources Code §§5784.3, 9353)

PLACEMENT OF NAME ON BALLOT – The Secretary of State holds a public drawing to determine the order of candidates' names on the ballot by randomly drawing each letter of the alphabet. Names will not be rotated on the ballot. (Elections Code §§13000, 13112)

VOTES REQUIRED TO ELECT CANDIDATES (PLURALITY) When more than one office is to be filled, those candidates, including qualified write-in candidates, who receive the highest number of votes equal to the number of offices to be filled are elected. (Elections Code §10551)

OFFICE	TERM OF OFFICE	TERM BEGINS	QUALIFICATIONS
GOVERNING BOARD MEMBER: <u>BOARD OF EDUCATION</u> Ventura County Trustees Areas #3 & #5	4 Years (Education Code §1007)	November 30, 2012 (Education Code §1007)	Any registered voter is eligible to be a member of the county board of education except the county superintendent of schools, any member of his staff, or any employee of a school district. (Education Code §1006)

CANDIDATE QUALIFICATIONS AND INFORMATION
SCHOOL DISTRICT AND SPECIAL DISTRICT ELECTIONS
NOVEMBER 6, 2012 (Continued)

OFFICE	TERM OF OFFICE	TERM BEGINS	QUALIFICATIONS
GOVERNING BOARD MEMBER: <u>COMMUNITY COLLEGE</u> Ventura County Community Trustees Areas #3 & #4 <u>SCHOOL DISTRICTS</u> <u>Unified</u> Conejo Valley Cuyama Joint El Tejon Fillmore Moorpark Oak Park Ojai Santa Paula Simi Valley <u>High School</u> Oxnard Union Santa Paula Union <u>Elementary</u> Briggs Hueneme Mesa Union Mupu Oxnard Pleasant Valley Rio Santa Clara Santa Paula Somis Union	4 Years (Education Code §5017)	Noon on December 7, 2012 (Education Code §5017)	(a) Any person, regardless of sex, who is 18 years of age or older, a citizen of the state, a resident of the school or community college district, a registered voter, and who is not disqualified by the Constitution or laws of the state from holding a civil office, is eligible to be elected or appointed a member of a governing board of a school district or community college district without further qualifications. (b) (1) An employee of a school district or community college district may not be sworn into office as an elector or appointed member of that school or community college district's governing board unless and until he or she resigns as an employee. If the employee does not resign, the employment will automatically terminate upon being sworn into office. Education Code §§35107, 72103)
BOARD OF DIRECTORS: <u>COMMUNITY SERVICES DISTRICT</u> Bell Canyon Channel Islands Beach Montalvo	4 Years (Elections Code §10507)	Noon on December 7, 2012 (Elections Code §10554)	Each director shall be a voter of the district or the proposed district to which they are seeking election. (Government Code §61040)

CANDIDATE QUALIFICATIONS AND INFORMATION

SCHOOL DISTRICT AND SPECIAL DISTRICT ELECTIONS

NOVEMBER 6, 2012 (Continued)

OFFICE	TERM OF OFFICE	TERM BEGINS	QUALIFICATIONS
HARBOR COMMISSIONER: <u>HARBOR DISTRICT</u> Oxnard Harbor	4 Years (Harbors and Navigation Code §6050)	Noon on January 7, 2013 (Harbors and Navigation Code §6050)	A Harbor Commissioner shall be a registered voter of the proposed or existing district. (Harbors and Navigation Code §6053)
BOARD OF DIRECTORS: <u>HEALTH CARE DISTRICT</u> Camarillo	4 Years (Health and Safety Code §32100)	Noon on December 7, 2012 (Health and Safety Code §32100.5 and Elections Code §10554)	Each director shall be a registered voter residing in the district. (Health and Safety Code §32100)
COUNCIL MEMBERS: <u>MUNICIPAL ADVISORY COUNCIL</u> Oak Park Santa Rosa Valley Ojai Valley* Divisions #2, #4, #6 & #7 *Elected At Large	4 Years (Elections Code §10507)	Noon on December 7, 2012 (Elections Code §10554)	Directors must be registered voters within the council areas to which they are seeking election. (Elections Code §201)
LIBRARY TRUSTEES: <u>LIBRARY DISTRICT</u> Blanchard/Santa Paula	4 Years (Education Code §18342)	November 30, 2012 (Education Code §18342)	Library Trustees must be registered voters in the library district. (Education Code §18342)
BOARD OF DIRECTORS: <u>RECREATION AND PARK DISTRICT</u> Conejo Pleasant Valley Rancho Simi	4 Years (Public Resources Code §5784.3)	Noon on December 7, 2012 (Public Resources Code §5784.3 and Elections Code §10554)	Each director shall be a qualified voter of the district from which he or she is elected. (Public Resources Code §5784)
BOARD OF DIRECTORS: <u>SANITARY DISTRICT</u> Ojai Valley Divisions #1, #3, #5 & #7 Carpinteria	4 Years (Health and Safety Code §6482)	Noon on December 7, 2012 (Elections Code §10554)	Each director shall be a resident elector of the district which he or she is elected. (Health and Safety Code §6464)

CANDIDATE QUALIFICATIONS AND INFORMATION
SCHOOL DISTRICT AND SPECIAL DISTRICT ELECTIONS
NOVEMBER 6, 2012 (Continued)

OFFICE	TERM OF OFFICE	TERM BEGINS	QUALIFICATIONS
BOARD OF DIRECTORS: <u>SANITATION DISTRICT</u> Triunfo	4 Years (Health and Safety Code §4730.1)	Noon on December 7, 2012 (Triunfo Sanitation District Resolution T09-05)	Each director must be a resident of the district from which he or she is elected. (Health and Safety Code §4730.1)
BOARD OF DIRECTORS: <u>WATER AGENCY</u> Castaic Lake, Division #3 and At Large	4 Years (Water Code §81338)	Noon on January 3, 2013 (Water Code Appendix §1055)	Each director shall be a registered voter and reside within the boundaries of the member public entity whose governing board appoints him or her. (Water Code §81336)
BOARD OF DIRECTORS: <u>WATER CONSERVATION DISTRICT</u> United, Divisions #4, #5, #6, & #7	4 Years (Water Code §34705)	Noon on December 7, 2012 (Elections Code §10554)	A Director shall be a qualified elector of the district and shall be a resident of the county in which the district is situated. (Water Code §74091, §74200)
BOARD OF DIRECTORS: <u>WATER DISTRICT</u> Camrosa* Divisions #3 & #4 Meiners Oaks *Elected at Large	4 Years (Water Code §34705)	Noon on December 7, 2012 (Water Code §71253 and Elections Code §10554)	Each director shall be a voter of the district. (Water Code §30500)
BOARD OF DIRECTORS: <u>MUNICIPAL WATER DISTRICT</u> Calleguas, Divisions #1, #2, & #3 Casitas, Divisions #2, #3, & #5 Hidden Valley* *Elected at Large	4 Years (Water Code §71252)	Noon on December 7, 2012 (Water Code §71253 and Elections Code §10554)	Each director shall be a resident of the division from which he or she is elected. (Water Code §71501)

OFFICES TO BE FILLED

SCHOOL DISTRICT ELECTIONS CONSOLIDATED WITH THE PRESIDENTIAL GENERAL ELECTION NOVEMBER 6, 2012

SCHOOL DISTRICTS	NUMBER OF GOVERNING BOARD MEMBERS	INCUMBENTS
<u>BOARD OF EDUCATION*</u> Santa Barbara County Area #4	1 Trustee	Nina Taylor
Ventura County Area #3	1 Trustee	Mark S. Lisagor
Area #5	1 Trustee	Ramon Flores
<u>COMMUNITY COLLEGE*</u> Ventura County Area #3	1 Trustee	Larry O. Miller
Area #4	1 Trustee	Bernardo M. Perez (appointed)
<u>UNIFIED</u> Conejo Valley	2	Peggy Buckles Betsy Connolly
Cuyama Joint***	3	Judy Kidd Mike Mann U.S. Wilson
El Tejón**	3	John Fleming Kenneth Hurst
(Short term ending 12/15/14)	1	Paula J. Regan Steve Kiouses (appointed)
Fillmore	2	Virginia A. de la Piedra John L. Garnica
Moorpark	3	Gregory J. Barker Bruce J. Thomas, Jr. Ute E. Van Dam
Oak Park	2	Jan Iceland Barbara Laifman
(Short term ending 12/15/14)	1	Sepideh Yeoh (appointed)
Ojai	2	Thayne Whipple (appointed) Linda K. Taylor
Santa Paula Unified****	5	Vacant
Simi Valley	3	Rob Collins Janice DiFatta Debbie Sandland

* Resident of Trustee Area

** Shared with Kern County

*** Shared with Santa Barbara County

****Contingent upon approval of Unification Measure

OFFICES TO BE FILLED
SCHOOL DISTRICT ELECTIONS CONSOLIDATED WITH THE
PRESIDENTIAL GENERAL ELECTION
NOVEMBER 6, 2012 (continued)

SCHOOL DISTRICTS	NUMBER OF GOVERNING BOARD MEMBERS	INCUMBENTS
<u>UNION HIGH</u> Oxnard	2	Dick Jaquez Steve W. Stocks
Santa Paula	2	Diana S. Ponce-Gomez Chris Wilson
<u>ELEMENTARY</u> Briggs	2	Zahid Shah Colleen Garmon-Campbell
Hueneme	2	Donna L. Branstrom Ralph Ramos
Mesa Union	2	Steve Sullivan Rick Murray
(Short term ending 12/5/14)	1	Noel S. Camanag (appointed)
Mupu	1	Bryan Garibay
Oxnard	2	Denis O'Leary Al Duff
Pleasant Valley	2	Warren Harwood Suzanne Kitchens
Rio	2	Mike Barber Tim Blaylock
Santa Clara	1	Kathleen Brokaw
Santa Paula	2	Rick Cadman Dan Robles (appointed)
Somis Union	2	Robert Fulkerson Patricia Ehrhardt

OFFICES TO BE FILLED

SPECIAL DISTRICT ELECTIONS CONSOLIDATED WITH THE PRESIDENTIAL GENERAL ELECTION NOVEMBER 6, 2012

SPECIAL DISTRICTS	NUMBER OF GOVERNING BOARD MEMBERS	INCUMBENTS
<u>COMMUNITY SERVICES DISTRICT</u> Bell Canyon	3	Gerard Douglas Howard J. Christie Lana Tickner
Channel Islands Beach	2	Keith Moore Rosario "Jim" Estomo (appointed)
Montalvo	3	Marilyn Irkliewskij Betty Hernandez Helen Heurung
<u>HARBOR DISTRICT</u> Oxnard Harbor Commissioners	2	Manuel M. Lopez Jesse J. Ramirez
<u>HEALTH CARE DISTRICT</u> Camarillo	3	James "Jim" Mahin Peggy O'Neill John T. Bailey Mark Hiepler (appointed)
(Short term ending 12/7/12)	1	
<u>MEMORIAL DISTRICT</u> Fillmore-Piru	3	James K. Herbert Dwight P. Magness John E. Pressey
<u>MUNICIPAL ADVISORY COUNCIL</u> Oak Park	2 Council Members	Derek S. Ross Michael R. McReynolds
Ojai Valley* Division #2	1 Council Member	Joseph Westbury (appointed)
Ojai Valley* Division #4	1 Council Member	Todd Wilson
Ojai Valley* Division #6	1 Council Member	Tom Kennedy (appointed)
Ojai Valley* Division #7	1 Council Member	Gerald "Jerry" Kaplan
Santa Rosa Valley	3 Council Members	Donald L. Shubert Janis Gardner Rosemary M. Allison
<u>PUBLIC LIBRARY DISTRICT</u> Blanchard/Santa Paula	3 Library Trustees	Ed Geis Beverly Mueller Ninette M. Reyes

* Resident of Division, elected at large

OFFICES TO BE FILLED

SPECIAL DISTRICT ELECTIONS CONSOLIDATED WITH THE PRESIDENTIAL GENERAL ELECTION NOVEMBER 6, 2012 (continued)

SPECIAL DISTRICTS	NUMBER OF GOVERNING BOARD MEMBERS	INCUMBENTS
<u>RECREATION AND PARK DISTRICT</u>		
Conejo	2	Mark H. Jacobsen George Lange
Pleasant Valley	3	Patty Hamm Paul E. Rockenstein Mark Malloy
Rancho Simi	3	Kate A. O'Brien Elaine L. Freeman Mark E. Johnson
<u>SANITARY DISTRICT</u>		
Ojai Valley* Division #1	1	George Galgas
Division #3	1	Pete M. Kaiser
Division #5	1	Russ Baggerly
Division #7	1	William C. Murphy
Carpinteria	3	Jeff Moorehouse Michael Damron (appointed) Pat Horwitz
<u>SANITATION DISTRICT</u>		
Triunfo	2	James Wall Michael L. Paule
<u>WATER AGENCY</u>		
Castaic Lake*** Division #3**	1	William Pecs
At Large	1	Bill Cooper
<u>WATER CONSERVATION DISTRICT</u>		
United* Division #4	1	Lynn E. Maulhardt
Division #5	1	Bruce E. Dandy
Division #6	1	Daniel C. Naumann
Division #7	1	Sheldon "Shelly" Berger
<u>WATER DISTRICT</u>		
Camrosa* Division #3	1	Timothy H. Hoag
Division #4	1	Eugene F. West
Meiners Oaks	2	Dale F. Carnathan Norm Davis
(Short term ending 12/7/14)	2	Neil G. Friedrichsen (appointed) Larry Harrold (appointed)

- * - Resident of Division, elected at large
- ** - Resident of Division, elected by division
- *** - Shared with Los Angeles County

OFFICES TO BE FILLED
SPECIAL DISTRICT ELECTIONS CONSOLIDATED WITH THE
PRESIDENTIAL GENERAL ELECTION
NOVEMBER 6, 2012 (continued)

SPECIAL DISTRICTS	NUMBER OF GOVERNING BOARD MEMBERS	INCUMBENTS
<u>MUNICIPAL WATER DISTRICT</u>		
Calleguas** Division #1	1	Ted M. Grandsen
Division #2	1	Scott H. Quady
Division #3	1	Don Hauser
Casitas** Division #2	1	James Word
Division #3	1	Pete Kaiser
Division #5	1	Russ Baggerly
Hidden Valley	3	Thomas B. Blakiston William E. Stabile, Jr. Lane Weitzman

** - Resident of Division, elected by division

CANDIDATE NOMINATION PROCESS

AUTHORIZATION TO PICK-UP AND/OR FILE CANDIDATE NOMINATION DOCUMENTS

Any candidate may give written authorization to an agent for the pick-up and/or filing of nomination documents. Candidates who will have their Candidate Nomination Documents picked up and/or filed **via an Agent** must complete the "AUTHORIZATION TO PICK-UP AND/OR FILE CANDIDATE NOMINATION DOCUMENTS" form.

Below is a generic sample of the Authorization form.

1. Print candidate's (your) name.
2. Print the elective office title.
3. Print the agent's name and phone number.
4. Check the box for each applicable form.
5. Complete the middle section of the form. List how you would like your name to appear on the ballot, along with the other information requested.
6. Complete the "INFORMATION FOR PUBLICATION" box.
7. Sign and date the form before giving it to your Agent.
8. No papers will be issued to, or accepted from, any unauthorized person, nor will any papers be allowed to be filed by mail or fax.

MARK A. LUNN
Clerk Recorder/Registrar of Voters
County of Ventura Elections Division
800 S. Victoria Ave.
Ventura, CA 93009-1200

Candidate Filing
(805) 654-2664

**AUTHORIZATION TO PICK-UP AND/OR FILE
CANDIDATE NOMINATION DOCUMENTS
(ELECTIONS CODE 9029)**

I, _____, candidate for the office of _____, authorize _____ to receive and/or file the following nomination documents:
Please check applicable forms (✓)

☐ Signature in Lieu of Filing Fee Petitions ☐ Declaration of Candidacy
☐ Candidate Statement ☐ Nomination Petitions
☐ Declaration of Intention

I am aware that the Nomination documents must be properly executed and delivered to the County of Ventura Elections Division Office no later than 5:00 p.m. on the last day to file such documents.

I request that my name be placed upon the ballot as follows: (Please print)

FIRST NAME _____ MIDDLE NAME OR INITIAL _____ LAST NAME _____
My residence address is:
STREET ADDRESS _____
CITY _____ STATE _____ ZIP CODE _____
My telephone numbers are: (DAYTIME) _____ (EVENING) _____
(FAX) _____
My internet addresses are: WEBSITE _____ EMAIL _____

I would like the following information to be used for purposes of listings prepared and issued to the news media and/or the public. (If no information is provided the above information will be listed.)

INFORMATION FOR PUBLICATION

STREET ADDRESS _____
CITY _____ STATE _____ ZIP CODE _____
DAYTIME PHONE: () _____ EVENING PHONE: () _____
FAX: () _____
WEBSITE _____ EMAIL _____

CANDIDATE'S SIGNATURE _____ DATE _____

This form is available on the Elections Division website at <http://recorder.countyofventura.org/elections/forms/> and in the Elections Division office.

FIVE EASY STEPS TO THE CANDIDATE NOMINATION PROCESS

Are you planning to file as a candidate for elective office and want to know “how do I get started?” Follow these five easy steps:

STEP 1: CANDIDATE REGISTRATION (Applying For Nomination Documents)

Candidates or authorized Agents are required to fill out a **Candidate Registration and Qualification (CRQ)** form providing the following information:

1. Name as you wish it to appear on the ballot.
2. Full name as you are registered to vote.
3. Residence address.
4. Telephone/FAX numbers.
5. E-mail and/or web site address.
6. Address and telephone number for publication/ media/Internet.
7. Elective office title for which you are applying.
8. Signature and date.

MARK A. LUNN Clerk Recorder/Registrar of Voters County of Ventura		FOR OFFICE USE <input type="checkbox"/> SIL _____ <input type="checkbox"/> NOM _____ <input type="checkbox"/> PROVISIONAL FOR REASON OF: Agent _____	
NAME TO APPEAR ON BALLOT A8 (Please Print IN ALL CAPS)			
FIRST _____		MIDDLE NAME OR INITIAL (and/or Nickname) _____	
LAST _____		NAME AS REGISTERED (If different from ballot name) _____	
RESIDENCE STREET ADDRESS _____			
CITY NAME _____		ZIP CODE _____	
TELEPHONE NUMBERS DAYTIME: () _____		EVENING: () _____	
WEB SITE: _____		FAX: () _____	
ADDRESS AND TELEPHONE NUMBER FOR PUBLICATION / INTERNET AND ISSUED TO NEWS MEDIA (If none given, above residence address and telephone numbers will be used)			
STREET ADDRESS _____			
CITY NAME _____		ZIP CODE _____	
TELEPHONE NO. _____		_____	
OFFICE TITLE (Include District, Division or Office No.) _____			Initial if Full Term _____
POLITICAL PARTY (Not Applicable to Non-Partisan Offices) _____			Initial if UNEXPIRED TERM _____
ARE YOU AN INCUMBENT?	YES	NO	IF "YES" CHECK ONE
Elected		Appointed	
APPOINTMENT DATE		_____	
"I am aware of the qualifications for office and understand this is not an official filing document."			
SIGNATURE OF CANDIDATE OR AGENT _____			DATE _____

FILING FEE / SIGNATURE IN-LIEU INFO		FOR OFFICE USE		PRECINCT NUMBER		CONTEST CONTROL NO.	
FILING FEE \$ _____		RESIDENCE CHECKED <input type="checkbox"/>		PARTY CODE		VOTER ID NO.	
NO. SIGNATURES @ \$ EACH		RE-REG (NEW ADDRESS) <input type="checkbox"/>		DISTRICT CHECKED <input type="checkbox"/>		CANDIDATE FILING NO.	
DATE FILED		BALANCE \$ _____		PARTY CHECKED <input type="checkbox"/>		CAMPAIGN FINANCE DISCLOSURE #	
CASHIER'S INITIALS		RECEIPT NO.		REVIEWER TIME		INSTRUCTOR ABL OPER <input type="checkbox"/> SIL <input type="checkbox"/> NOM	
COMMENTS							

The Candidate Registration and Qualification form is also available online at <http://recorder.countyofventura.org/elections/forms/>. Information on the form is used to prepare the nomination documents. It is important that the information is accurate. This information will be printed on listings distributed to the news media and the general public. CANDIDATE QUALIFICATIONS ARE VERIFIED AT THE TIME OF FILING NOMINATION DOCUMENTS.

STEP 2: ISSUING NOMINATION DOCUMENTS

An **Application for Nomination Documents** is prepared from information provided on the Candidate Registration and Qualification (CRQ) form.

This application must be signed by the candidate or an authorized Agent acknowledging awareness of:

1. Qualifications for office.
2. Campaign statement filing requirements.
3. Last day to file nomination papers.
4. Receipt of Candidate Information Guide.

Candidate or Agent must verify that the candidate information, including the name to appear on ballot, office title, addresses, telephone/FAX numbers, e-mail and web site are printed correctly on all forms.

MARK A. LUNN Clerk Recorder/Registrar of Voters County of Ventura			
APPLICATION FOR NOMINATION DOCUMENTS			
I am aware of the following: 1. Qualifications for Candidacy for office. 2. Requirements for filing Campaign Statements. 3. Election Handbook was received. 4. Last Day to file Nomination Papers		PETITION SIGNERS REQUIRED [0060] NOMINATION	
Which is _____ 5:00 P.M.			
FULL TERM _____ PLEASE INITIAL		SHORT TERM _____ PLEASE INITIAL	
(CANDIDATE or AUTHORIZED REPRESENTATIVE)			
(FILED BY) _____		(DATE FILED) _____	
NAME TO APPEAR ON BALLOT			
OFFICE AND DISTRICT			
PARTY IF APPLICABLE		FILING NUMBER	
OCCUPATION		ELECTION NUMBER	
RESIDENCE ADDRESS STREET ADDRESS CITY NAME		CONTEST NUMBER	
TELEPHONE NUMBERS		ISSUE DATE	
EVENING		DAYTIME	
FAX		EXTENSION	
WEB SITE		E-MAIL	
PUBLICATION ADDRESS STREET ADDRESS CITY NAME		ZIP CODE	
DATE ISSUED		SIGNATURES IN LIEU	
DATED FILED		NOMINATION PAPERS	
CANDIDATE FIELD NAMES		PUBLICATION PHONE	
FIRST		MIDDLE	
LAST		NICKNAME	
SUFFIX		INCUMBENT (checked/ Appointed)	
		CRD#	
		EL#	

The Candidate Information Guide, a Campaign Financial Disclosure Packet and Nomination Petition Forms, if applicable, are issued at this time.

STEP 3: DECLARATION OF CANDIDACY

A **Declaration of Candidacy** form is prepared from information provided on the Candidate Registration and Qualification form. This declaration form must be signed by the candidate acknowledging the name and designation (occupation) requested to be printed on the ballot. The candidate must provide the following information and verify that the addresses, telephone/FAX numbers/e-mail and web site are correct for publication.

1. Fill in your name and designation (occupation) to appear on the ballot.
2. Fill in your residence, business and mailing addresses.
3. Day time and evening telephone numbers (FAX numbers, e-mail and web site address information are optional).
4. If you are an incumbent, you must list the name of the public office you presently hold.
5. Print your name in the space provided in the "Oath of Office" section.
6. Fill in the place of execution and the date.
7. Sign your name under penalty of perjury that information is true and correct.

Official Voting Form By: _____ Date Issued: _____	Printed in County of _____ By: _____ Date Received: _____	(Signature of State Clerk) _____
---	---	----------------------------------

Declaration of Candidacy
For use in PRIMARY ELECTIONS for
Vote-Nominated and Nonpartisan Offices
(Elections Code §§ 200, 8002.5, 8020, 8040, 8121, 13105)

I hereby declare myself a candidate for nomination to the office of _____
to be voted for at the **Presidential Primary Election** to be held on **June 8, 2011**, and declare the following to be true:

My name is _____

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

Print Your Name for Use on the Ballot	Candidate initials if preferring no designation:
_____	_____

Print Designation Requested
A ballot designation is optional. It can be requested, a candidate shall use the designation "Vote-Nominated" or "Nonpartisan" if requested, with the word "NONE" and initials on the box. (Elections Code § 13105.5)

NOTE: The Secretary of State (SOS) will publish one of the addresses below in the certified list of candidates and on the SOS website. Please check the appropriate box to indicate which address you wish to be used for this purpose. If no box is selected, the first address listed below will be used.

<input type="checkbox"/> Mailing Address:	City _____ State _____ Zip Code _____
<input type="checkbox"/> Residence Address: (Required)	City _____ State _____ Zip Code _____
<input type="checkbox"/> Business Address:	City _____ State _____ Zip Code _____
Telephone: (_____) _____ (_____) _____	Area Code _____ Daytime _____ Area Code _____ Evening _____
FAX and E-mail: (_____) _____	Area Code _____ FAX _____ E-mail _____
Website: _____	

Important: Reverse Side of Page Must Be Completed

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

A candidate for vote-nominated office must complete the following two sections:
My voter registration and party preference(s), over the past ten years (beginning with the year 2002*), are as follows:

Party Preference	County	Time Frame By Year (e.g., 2002-2003)
_____	_____	2002 _____

* Please note that only ten years of voter registration and party preference history will be provided on the Secretary of State's website. Any information provided regarding registration history prior to 2002 will not be included.

Pursuant to Elections Code sections 8002.5 and 13105, I would like the primary and general election ballots to reflect the following (select one):
☐ My party preference, as disclosed on my most recent affidavit of registration, is the _____ Party.
☐ No party preference, as disclosed on my most recent affidavit of registration.
☐ I choose not to have my party preference listed.

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

State of California }
 County of _____ ss.
 Subscribed and sworn to before me this _____ day of _____, 20____

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

(Notary Public or other official)

 (State Business Official)

WARNING: Every person acting on behalf of a candidate is guilty of a misdemeanor who deliberately fails to file in the proper time and in the proper place any declaration of candidacy, or fails to file the statement which is required to be filed under the provisions of the Elections Code. (Elections Code § 13202.1)

Oath of Office

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

State of California }
 County of _____ ss.
 Subscribed and sworn to before me this _____ day of _____, 20____

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

(Notary Public or other official)

 (State Business Official)

NOTE: THIS FORM MUST BE NOTARIZED IF IT IS SIGNED OUTSIDE THE STATE OF CALIFORNIA.

STEP 4: FILING NOMINATION DOCUMENTS

Listed below are mandatory and optional documents to be filed for candidacy. It is the obligation of the candidate to ensure that all filing requirements and deadlines are met. All candidates are urged to file documents as early as possible.

DOCUMENTS	APPLIES TO	FOR FURTHER INFORMATION
Declaration of Candidacy	All Candidates	Candidate Filing Section (805) 654-2664
Candidate Statement Form	Optional for all local non-partisan candidates. Available only for state legislative candidates agreeing to voluntarily limit their campaign expenditures.	Candidate Filing Section (805) 654-2664
Ballot Designation	If the candidate submits a ballot designation, the designation worksheet shall be filed with the elections official at the time the candidate files his or her declaration of candidacy. If candidate fails to file a ballot designation worksheet, no designation shall appear under the candidate's name on the ballot.	Candidate Filing Section (805) 654-2664
Transliteration Form	All Candidates	Bilingual Voting Services (805) 654-2745
Candidate Campaign Statement Forms	All Candidates	Campaign Financial Disclosure Section (805) 654-2745

STEP 5: RECEIPT FOR NONIMATION DOCUMENTS

When the candidate has filed all necessary documents to run for office a receipt, which indicates the items that were submitted, is given to the candidate.

MARK A. LUNN Clerk Recorder/Registrar of Voters County of Ventura, Elections Division 800 S. Victoria Ave. Ventura, CA 93009-1200 NOVEMBER 6, 2012, PRESIDENTIAL GENERAL ELECTION CANDIDATE/AGENT GENERAL RECEIPT (Sec. 8020, Elections Code)	
The following item(s) were received on behalf of:	<div style="border-bottom: 1px solid black; width: 100%;"></div> <div style="text-align: center;">Candidate's Name</div>
Candidate is filing in Ventura County for the office of:	<div style="border-bottom: 1px solid black; width: 100%;"></div> <div style="text-align: center;"><u>Member of the State Senate,</u> <u>19th Senatorial District</u></div>
<u>REQUIRED ITEMS TO BE TURNED IN:</u>	
<ul style="list-style-type: none">• Declaration of Candidacy form• Nomination Petition• Ballot Designation Worksheet• Form 501• Form 700 (Statement of Economic Interests)• Check Sheet	
<u>OPTIONAL ITEMS TO BE TURNED IN:</u>	
<ul style="list-style-type: none">• Candidate's Statement, check in the amount of \$<u>2,325.00</u> Check No. <div style="border-bottom: 1px solid black; width: 100px;"></div><div style="text-align: right; padding-right: 20px;">If Candidate Statement is submitted: Payment Agreement OR Waiver must be submitted.</div><div style="text-align: right; padding-right: 20px;">Statement: <div style="border-bottom: 1px solid black; width: 50px;"></div> e-mailed <div style="border-bottom: 1px solid black; width: 50px;"></div> on CD</div>• Code of Fair Campaign Practices• Application for Voter Registration Information	
<div style="border-bottom: 1px solid black; width: 100%;"></div> <div style="text-align: center;">Elections Official</div>	<div style="border-bottom: 1px solid black; width: 100%;"></div> <div style="text-align: center;">Date</div>

PROCEDURES

SCHOOL DISTRICTS AND SPECIAL DISTRICTS IMPORTANT CANDIDATE FILING DATES

NOMINATION PERIOD

JULY 16 – AUGUST 10, 2012

DECLARATION OF CANDIDACY

The Declaration of Candidacy form may be obtained from the Ventura County Elections Division or the District office. The completed form must be filed with the Ventura County Elections Division. It includes the Oath of Allegiance and a space for the candidate's name and occupational designation as they will appear on the ballot.

CANDIDATE'S STATEMENT

A candidate's statement is optional. To be included in the Sample Ballot, the candidate's statement must be filed with the Declaration of Candidacy. If a candidate's statement is not filed, a waiver form must be filed with the Declaration of Candidacy. Statements remain confidential until the expiration of the filing deadline. (Elections Code §§13307, 13311)

FINAL FILING OF NOMINATION DOCUMENTS

Candidate filing is not until all nomination documents are executed and submitted to the County Elections Official, Ventura County Elections Division, Lower Plaza, Hall of Administration, 800 South Victoria Avenue, Ventura **NO LATER THAN 5:00 P.M. ON FRIDAY, AUGUST 10, 2012.**

EXTENSION OF NOMINATION PERIOD

AUGUST 11 – AUGUST 15, 2012

A five day extension of the nomination period occurs when the incumbent does not file nomination documents by the filing deadline. During this period, any qualified person, excluding the incumbent, may file nomination documents for these offices. This section is not applicable when there is no incumbent.

NOMINATION DOCUMENTS FOR THESE OFFICES MUST BE COMPLETED AND FILED NO LATER THAN 5:00 P.M. ON WEDNESDAY, AUGUST 15, 2012.

(Elections Code §§10516, 10604)

BALLOT ORDER OF CANDIDATES

AUGUST 16, 2012

The drawing of the letters of the alphabet for the order of the candidates' names on the ballot will be conducted by the Secretary of State on **Thursday, August 16, 2012, at 11:00 a.m.**

(Elections Code §13112)

DECLARATION OF CANDIDACY AND NOMINATION PAPERS

JULY 16 – AUGUST 10, 2012

All candidates for office in the Presidential General Election must file a Declaration of Candidacy with the County Elections Official.

Candidates may file a Declaration of Candidacy for only one office. The candidate is required to execute the Declaration of Candidacy in the office of the County Elections Official unless the candidate has signed and dated a written authorization statement designating a person to receive a Declaration of Candidacy form and nomination papers from the County Elections Official and deliver it to the candidate. Such statement shall include language explaining that the candidate is aware that the Declaration of Candidacy must be properly executed and delivered to the County Elections Official of the county of the candidate's residence by 5:00 p.m. on Friday, August 10, 2012.

Additional Filing Requirements: Under the provisions of Proposition 34 adopted by voters in November 2000, all candidates for state legislative office may agree to abide by voluntary spending limits. Candidates for state legislative office who accept these voluntary spending limits will be afforded the opportunity to purchase space in the sample ballots of each of the counties in the jurisdiction for a 250-word candidate statement. The FPPC Form 501, (Candidate Intention Statement) must identify which election and whether the candidate has agreed to the State expenditure limits or not, and be filed before receiving any campaign contributions. These statements may be viewed at the following website: http://www.sos.ca.gov/elections/elections_cand_stat.htm

Note: No original Declaration of Candidacy and/or nomination papers are allowed to be filed by mail.

SIGNERS TO NOMINATION PAPERS (OXNARD HARBOR DISTRICT ONLY)

Oxnard Harbor District candidates are required to have signers sign their nomination papers, each asserting that he/she is a qualified voter of the district or political subdivision in which the candidate is to be voted on and that he/she has not signed more nomination papers than there are places to be filled for the same office. The signer signs his/her name as registered to vote, signs his/her name beneath the printed name, and then writes his/her correct residence address in the space provided.

(Elections Code §§8041, 8068)

Circulators shall be voters in Ventura County and in the district or political subdivision in which the candidate is to be voted on. A candidate may personally obtain signatures. (Elections Code §8066)

Candidates and circulators are cautioned that they must sign a declaration to swear or affirm that all signatures to the nomination paper were made in their presence and, to the best of their knowledge and belief, each signature is the genuine signature of the person whose name it purports to be.

(Elections Code §§8041, 8065)

Whenever any nominating petition or paper, or any other petition or paper, is required to be signed by voters of any county, city, school district, or special district subject to petitioning, only a person who is an eligible registered voter at the time of signing the petition or paper is entitled to sign it. Each signer shall at the time of signing the petition or paper personally affix his or her signature, printed name, and place of residence, giving street and number, and if no street or number exists, then a designation of the place of residence which will enable the location to be readily ascertained. (Elections Code §100)

Signatures improperly obtained can subject the candidate to possible challenge and disqualification by his/her opposition.

A County Elections Official or a Deputy County Elections Official may not be appointed as circulators, and circulators shall not obtain signatures within 100 feet of any election booth or polling place.
(Elections Code §8452)

Candidates and circulators are encouraged to obtain and file signatures as early as possible to overcome any deficiencies prior to the last day to file on Friday, August 10, 2012.
(Elections Code §8454)

GENERAL INFORMATION TO RUN FOR AND HOLD PUBLIC OFFICE

QUALIFICATIONS

Candidates are urged to review all the qualifications for office before taking out nomination papers.
(See pages 7-9)

Except as otherwise provided, a person is not eligible to run for a county or district office unless, at the time of issuance of nomination papers, he/she is a registered voter of the county or district in which the duties of the office are to be exercised. Judicial candidates are only required to be registered voters of the State.

Unless otherwise specifically provided, no person is eligible to be elected or appointed to an elective office unless that person is a registered voter and otherwise qualified to vote for that office at the time that nomination papers are issued to the person or at the time of the person's appointment.
(Elections Code §201)

Notwithstanding any other provision of law, a public officer who is a minor shall have the rights and liabilities of an adult, both civil and criminal, with regard to his (her) official duties, and a candidate for nomination or election to public office who is a minor shall have the rights and liabilities of an adult, both civil and criminal, with regard to his (her) activities as a candidate. (Government Code §275.2)

A person is disqualified from holding any office upon conviction of designated crimes as specified in the Constitution and laws of the State. (Government Code §§1021-31)

Successful candidates for the various county offices and superior court judges must qualify for office by taking an oath of office and be able to be bonded in the amounts provided for by statute.
(Government Code §§24150-24151)

FILING DEADLINES

The Candidate Information Guide and the Election Calendar (see page 71) contain the legal dates and events pertaining to this election. Candidates should check the calendar for the dates and deadlines affecting the filing of their nomination documents and the filing of campaign statements regarding contributions and expenditures.

NOMINATION PAPERS

All forms and nomination documents are available from the Ventura County Elections Division. Only the official forms prepared or issued by the Ventura County Elections Division may be used. Candidates, or their authorized agents, will be given both oral and written instructions on the procedures to complete the nomination process at the time they apply.

EARLY APPLICATION

It is advisable for candidates to obtain their nomination documents as early as possible during the filing period and to file them well in advance of the filing deadline so that any irregularities may be corrected prior to the filing deadline.

GENERAL INFORMATION FOR WRITE-IN CANDIDATES

(Elections Code §§8600, 8601)

A person who has not followed the usual procedure for placing his or her name on the ballot for the election may still be elected to office as a Write-In Candidate.

NOTE: There is no party affiliation requirement for signers of Write-In nomination petitions in the general election. Circulators shall be voters in the district or political subdivision in which the candidate is seeking election if running for a district office. Circulators shall be registered voters in California if the candidate is seeking a statewide office. The candidate does not have to be registered with any qualified political party. He or she must be registered to vote in California.

NOMINATION PAPERS

The required number of signers to a Write-In candidate's nomination paper for the respective offices are as follows: Member of the House of Representatives, State Senator or Member of the State Assembly, not fewer than 40 no more than 60 signers. (Elections Code §§8062, 8600)

A Write-In candidate **is not required** to pay a filing fee.

FILING DEADLINE		
September 10, 2012	E-57-14	First and last day to file Statement of Write-In Candidacy (excluding presidential electors)
October 29, 2012		
October 29, 2012	E-14	Last day for presidential Write-In candidates

The Write-In candidacy forms must be filed with the County Elections Division **NO LATER THAN 5 P.M. ON THE 14TH DAY PRIOR TO THE ELECTION.**

All candidates are urged to file the following documents as early as possible:

STATEMENT OF WRITE-IN CANDIDACY – Refer to the General Information for Nomination of Candidates on pages 11-15 of this information guide.

CANDIDATE CAMPAIGN STATEMENT FORMS – If you have any questions regarding the completion of these forms, contact the Campaign Finance and Disclosure Section at (805) 654-2745.

ELECTION RESULTS FOR WRITE-IN CANDIDATES

Write-In election results are not determined until the canvass is completed. California election law allows a prescribed number of days for the conduct of the official canvass. The official canvass includes an inspection of all material and supplies, a reconciliation of signatures on the voter rosters with the number of ballots recorded, a reconciliation of the number of ballots issued with ballots recorded and processing of any valid Vote By Mail and provisional ballots not included in the semi-official election results. During the official canvass, Write-In ballots must be individually reviewed to determine if the Write-In vote is for a qualified/unqualified Write-In candidate and whether a voter has over voted. All aspects of the canvass shall be open to the public. **Write-In votes are counted and certified in an election only if the candidates have qualified by filing the required nomination documents with the elections official.**

OFFICES OMITTED FROM BALLOT – Prospective Write-In candidates should note that Write-In candidacy is possible only if the office appears on the ballot. When judicial, school and uniform district elections law contests are involved, if the number of persons qualifying for the ballot does not exceed the number of offices to be filled, the election is cancelled and eligible candidates are appointed in lieu of the election. However, California law provides that for such offices a petition indicating that a write-in campaign will be conducted must have been filed with the Elections Official to require the offices(s) be placed on the ballot by means of a petition drive.

(Elections Code §§8203, 10515; Education Code §5326)

NAME DOES NOT APPEAR ON BALLOT – The candidate's name does not appear on the official ballot. The candidate is not entitled to a candidate statement in the sample ballot pamphlet.

(Elections Code §302)

FOR WRITE-IN CANDIDATES TO BE ELECTED

TO BE ELECTED – In order for a candidate, including a Write-In candidate, to win election to a judicial or county office, the candidate must receive a majority of the ballots cast for candidates for that office. In order for a candidate, including a Write-In candidate, to be nominated to a judicial or county office at the general election, the candidate must be one of the top two vote getters at the primary election.

(Elections Code §§8140, 8141, 15451, 15490)

A Write-In candidate for a school district governing board member or special district board of director member contest must receive more votes than any other candidate running for that office. When more than one office is to be filled, those candidates, including qualified Write-In candidates, who receive the highest number of votes equal to the number of offices to be filled are elected.

CANDIDATE'S NAME AND BALLOT DESIGNATION

NAME ON BALLOT

The manner which the candidate's name is shown on the Declaration of Candidacy is the manner which it will appear on the ballot; it cannot be changed after the document is filed. (Elections Code §8040)

No title or degree such as "Miss", Mrs.", "Mr.", "Dr.", "Rev.", or "Ph.D." shall appear on the same line on a ballot as a candidate's name, either before or after the candidate's name, in the case of any election to any office. (Elections Code §13106)

If a candidate changes his or her name within one year of any election, the new name shall not appear upon the ballot unless the change was made by marriage or by decree of any court of competent jurisdiction. (Elections Code §13104)

The ballot name may be designated as follows:

- 1) First, middle and last names.
- 2) Initials only and last name.
- 3) A nickname may be included, but must be in parentheses () or quotation marks " ", or
- 4) A short version of the first name, such as "Ron for Ronald" or "Liz for Elizabeth."

SELECTING YOUR BALLOT DESIGNATION

The ballot designation describes the current profession, vocation, occupation, or incumbency status of the candidate that will appear on the ballot under the candidate's name.

Ballot designations:

- 1) The listing of a designation on the ballot is OPTIONAL.
- 2) Ballot designations become public record once the information is filed on the Declaration of Candidacy.
- 3) Ballot designations cannot be changed after the final date to file nomination documents.

Only one of the following categories is allowed:

- 1) Elective Office Title: Words describing an elective office title may be used IF the candidate holds the office at the time nomination documents are filed and the office was filled by a vote of the people.

Example A: Governing Board Member

Example B: Board member, XYZ School District

- 2) Incumbent: The word Incumbent may be used IF the candidate is seeking re-election to the same office and was elected to that office by a vote of the people or was appointed as a nominated candidate in lieu of an election.
- 3) Appointed Incumbent: The words Appointed Incumbent must be used IF the candidate was appointed to the office and is seeking election to that office. The word Appointed may also be used with the office title.

Example A: Appointed Incumbent

Example B: Appointed Board member, XYZ School District

Exception: Candidates appointed to office in lieu of an election do not have to use the word appointed.

- 4) Principal Occupation: No more than three words to either describe the current principal professions, vocations, or occupations of the candidate, or the principal professions, vocations, or occupations of the candidate during the calendar year immediately preceding the filing of nomination documents.

Example A: High School Teacher

Example B: Attorney/Education/Rancher

Example C: CEO/Councilmember

- 5) Community Volunteer: A Community Volunteer shall constitute a valid principal vocation or occupation engaged in, or of service for, or on behalf of, without profiting monetarily, one or more of the following:
- a) A charitable, educational, or religious organization as defined by the U. S. Code §501 (c)(3);
 - b) A governmental agency; or
 - c) An educational institution.

The vocation or occupation is subject to the following conditions:

- a) A candidate's community volunteer activities constitute his or her principal profession, vocation or occupation.
 - b) A candidate may not use the designation of "community volunteer" in combination with any other principal profession, vocation or occupation.
 - c) A candidate is not engaged concurrently in another principal profession, vocation or occupation.
- 6) No Occupation Desired: If no ballot designation is requested, write the word "NONE" and place your initials in the space provided for ballot designation on the *Declaration of Candidacy* form.

FORMAT OF BALLOT DESIGNATION – Ballot designations selected which exceed space allotted on the ballot are printed in a smaller typeface pursuant to Elections Code §13107(f).

Restrictions: The rules governing ballot designations can be the subject of confusion. The California Secretary of State's ballot designation regulations are available upon request.

BALLOT DESIGNATION WORKSHEET – A *Ballot Designation Worksheet* which supports the use of that ballot designation is required to be filed with the Elections Official at the same time as the *Declaration of Candidacy*. If a candidate fails to file a *Ballot Designation Worksheet*, no designation will appear on the ballot. (Elections Code §13107.3)

REJECTION OF BALLOT DESIGNATION – If the designation is in violation of any of the restrictions set forth in the California Elections Code, the candidate will be notified by phone or by registered or certified mail with a return receipt requested, addressed to the mailing address provided on the candidate's *Ballot Designation Worksheet*. If an alternative designation is not provided within the time allowed, no ballot designation will appear on the ballot. (Elections Code §13107(c))

UNACCEPTABLE BALLOT DESIGNATIONS – Pursuant Elections Code §13107(b), the Elections Official shall not accept a ballot designation if:

- 1) It would mislead the voter.
- 2) It would suggest an evaluation of a candidate, such as outstanding, leading, expert, virtuous, or eminent.
- 3) It abbreviates the word "retired" or places it following any word(s) which it modifies.
 - Unacceptable:
 - Ret. Policeman
 - Policeman, Retired

- 4) It uses a word or prefix, such as “former” or “ex-,” which means a prior status.

Unacceptable:

-Former Policeman

-Ex Policeman

The only exception is the use of the word “retired.”

Acceptable:

Retired Policeman

- 5) It uses the name of any political party, whether or not it has qualified for the ballot.

- 6) It uses a word(s) referring to a racial, religious, or ethnic group.

- 7) It refers to any activity prohibited by law.

GUIDELINES FOR ACCEPTABLE BALLOT DESIGNATIONS (BASIC TEST):

- 1) Is it true?
- 2) Is it accurate?
- 3) Does it mislead?
- 4) Is it generic? (This means “IBM” is unacceptable, “Computer Company” is acceptable.)
- 5) Is it neutral? (This means not for or against.)
- 6) Is it how this person makes a living?

FALSE OR MISLEADING INFORMATION TO VOTERS

- 1) No candidate shall, in his occupational designation on the ballot, assume a designation that would mislead the voters. (Elections Code §13107)
- 2) Every candidate is guilty of a misdemeanor who pretends or implies that he/she is an incumbent of a public office or that he/she has acted in the capacity of a public officer when this is not the case. (Elections Code §18350)
- 3) Any candidate who knowingly makes a false statement of a material fact in a candidate’s statement, with the intent to mislead the voters, is punishable by a fine not to exceed \$1,000. (Elections Code §18351)

Candidates may review their own ballot designation, as well as that of other candidates, at the Ventura County Elections Division, 8 a.m. – 5 p.m. Monday through Friday, from **July 16, 2012**, through **August 10, 2012**, or if the nomination period is extended, from **August 11**, through **August 15, 2012**.

CANDIDATE'S STATEMENT

CONTENT

Each agency has previously determined the maximum number of words permitted in the Candidate Statement of Qualifications. They have determined whether the candidate or the district is to pay the pro-rated cost of the statement. Statement forms distributed to candidates provide information regarding district policy.

Each candidate for nonpartisan elective office in any local agency, city, or district, may prepare a statement only on the form provided by the county elections official. Each statement may include the name, age and occupation of the candidate and a brief description of the candidate's education and qualifications expressed by the candidate. However, the governing body of the local agency may authorize an increase in the limitations on words for the statement from 200 to 400 words. Ventura County policy only allows for 200 words statements. The statement must be in 12 point type and is limited to 30 lines. Comments on opponents have been disallowed by the courts*. The statement shall not include the party affiliation of the candidate, nor membership or activity in partisan political organizations. (Elections Code §13307)

The **COUNTY ELECTIONS OFFICIAL** will not accept language in a candidate statement that in any way makes reference to other candidates or to another candidate's qualifications, character, or activities pursuant to California Elections Code Section 13308. For these candidates, the **COUNTY ELECTIONS OFFICIAL** will remove the improper language from the statement and not allow it to be printed. The candidate will be notified of the improper language and its removal from the statement.

All prospective candidates may want to refer to California Elections Code Sections 13307, 13308, 13311, 13313 and 13314, as well as the California Court of Appeal ruling in *Dean v. Superior Court*, (1998 4th Dist.) 62 Cal. App.4th 638. However, this list is not exhaustive and candidates are solely responsible for preparation and submittal of candidate's statements that are in conformance with the law.

Any candidate who knowingly makes a false statement of material fact in a candidate's statement, with the intent to mislead the voters, is punishable by a fine not to exceed \$1,000. (Elections Code §18351)

FILING

A Candidate Statement is optional. The statement authorized by this subdivision shall be filed in the Elections Division when the candidate's nomination papers are returned for filing. A signed hardcopy of the statement must be submitted as well as an electronic version. The electronic version may be on a CD or it may be e-mailed to Campaign.Finance@ventura.org. The signed hard copy candidate statement is the official filed document. If there is a discrepancy between the hard copy and the electronic copy, the hard copy version will be printed in the Sample Ballot booklet.

If a candidate decides to submit a candidate statement, a deposit (based on estimated pro rata share - see pages 27-29) will be paid at the time the candidate statement is filed. In accordance with the Federal Voting Rights Act, all candidate statements will be translated into Spanish by the Ventura County Elections Division using a certified translator and this cost is included in the estimated pro rata share amount.

The estimated cost is determined prior to all information being available; therefore, it is an approximation of the actual cost that varies from election to election and may be significantly more or less depending on the actual number of candidates filing statements.

If a Candidate Statement is not filed, a waiver form must be filed with the Declaration of Candidacy in order to complete the nomination requirements. The Candidate Statement cannot be changed after it is submitted; however, it can be withdrawn by written request at any time during the nomination period and until 5:00 p.m. the next working day after the close of the nomination period.

NOTE: The candidate statement must be filed with all other nomination documents no later than 5:00 p.m. Friday, August 10, 2012.

PUBLIC EXAMINATION PERIOD

Candidate statements are confidential until after the close of the nomination period. Once the filing period closes, the statements are open to public examination for a **ten (10) calendar day period**. If the nomination period is extended for a particular office, the statements are open to public examination for another **(10) calendar day period**. A fee may be charged to any person wishing to obtain a copy of the material. During both periods, any person may file a writ of mandate or an injunction to require any or all of the content or data to be amended or deleted. (Elections Code §13311)

(Public examination period of candidate statements for city offices – City candidates should contact the City Clerk for information on viewing candidate statement content.)

PROPOSITION 34

State Legislative Offices - (State Senator and Member of the Assembly) Candidates who voluntarily choose to limit their campaign expenditures in accordance with Proposition 34 by appropriately filing a FFPC Form 501 may submit a candidate statement for inclusion in the Sample Ballot Booklet. A deposit of the estimated cost is required at the time of filing the statement. The maximum number of words is 250. (Government Code §85601)

NOTE: For shared districts, candidates must file a statement with each county and may be dissimilar between counties.

A candidate for United States Representative may purchase space to place a statement, not to exceed 250 words, in the voter information portion of the Sample Ballot booklet. The statement may not make reference to any opponent of the candidate. The statement shall be submitted in accordance with the timeframes and procedures set forth in this code for the preparation of the voter information portion of the Sample Ballot booklet. (Elections Code §13307.5)

Candidates for United States Senate may purchase space for a 250-word candidate statement in the official State Voter Information Guide. Statements must be filed in the Secretary of State's office no later than 5:00 p.m. on July 18, 2012.

FORMAT AND STYLE

1. Statement will be typeset using Arial font in 12 point size. However, the statement may be typed and submitted using any standard font. Statements will be printed in uniform type, style, and spacing. Text submitted indented or centered will be typeset in block paragraph form. See samples of Candidate Statements on page 18 for recommended form and style content.
2. Statements will be printed in uniform type, style and spacing. Use block paragraphs and single space format. Text submitted indented or centered will be typeset in block paragraph form. Entire statements in all capital letters are not acceptable. Indentations, circles, stars, dots, italics and/or bullets cannot be accommodated. However, you may use dashes/hyphens. It is recommended that you do not use dashes or hyphens at the end of a line. Any combinations of enhanced words are

counted as one word. However, the number of words/acronyms that can be in all capital letters shall not exceed 10 words.

3. All statements should be checked by the candidate for spelling and punctuation as the elections official is not permitted to edit any material contained therein.

BILINGUAL TRANSLATIONS

Bilingual language translations of candidate statements for voter information booklets are provided in Spanish in accordance with the National Voting Rights Act provisions and Department of Justice specifications. These booklets are sent only to voters who have requested translated material. Additional booklets are provided at the polling places on Election Day.

Statements shall be filed in each county no later than 5:00 p.m. on August 10, 2012, the 88th day prior to the election, or August 15, 2012, the 83rd day in the event of a nomination period extension.

(Government Code §§85600-85601)

STATEMENT DEPOSIT AMOUNTS

The following deposits are based on the estimated pro rata cost (with multiple candidate statements) of the Candidate Statement:

	Deposit	Approximate Number of Voters
Congressional		
24 th Congressional District	\$ 500	5,614
25 th Congressional District	\$1,050	64,062
26 th Congressional District	\$3,175	335,688
30 th Congressional District	\$ 475	1,280
State		
19 th Senatorial District	\$2,325	227,035
27 th Senatorial District	\$1,960	179,609
37 th Assembly District	\$1,520	124,216
38 th Assembly District	\$1,090	68,574
44 th Assembly District	\$2,215	212,574
45 th Assembly District	\$ 495	1,280
County		
Supervisor, First Supervisorial District	\$1,250	89,207
School Districts		
<u>County Board of Education:</u>		
Santa Barbara County Trustee Area #4	\$ 550	50
Ventura County Trustee Area #3	\$1,400	84,854
Ventura County Trustee Area #5	\$ 985	55,608
<u>Community College:</u>		
Ventura County Trustee Area #3	\$1,400	85,021
Ventura County Trustee Area #4	\$1,430	89,686

Registration counts of each district are as of May 21, 2012

	Deposit	Approximate Number of Voters
<u>Unified:</u>		
Conejo Valley	\$1,170	79,014
Cuyama Joint	\$ 550	50
El Tejon	\$ 550	167
Fillmore	\$ 610	7,634
Moorpark	\$ 700	19,531
Oak Park	\$ 615	8,399
Ojai	\$ 655	13,539
Santa Paula	\$ 650	12,199
Simi Valley	\$1,090	68,640
<u>High School:</u>		
Oxnard Union	\$1,800	128,940
Santa Paula Union	\$ 645	12,199
<u>Elementary:</u>		
Briggs	\$ 475	1,198
Hueneme	\$ 700	17,389
Mesa Union	\$ 475	2,131
Mupu	\$ 475	420
Oxnard	\$1,025	44,529
Pleasant Valley	\$1,000	45,032
Rio	\$ 650	13,390
Santa Clara	\$ 475	97
Santa Paula	\$ 630	10,484
Somis Union	\$ 475	1,355
Special Districts		
<u>Community Services Districts:</u>		
Bell Canyon	\$ 475	1,280
Channel Islands Beach	\$ 475	1,966
Montalvo*	\$ 475	911
Oxnard Harbor District	\$1,175	79,697
Camarillo Health Care District	\$ 900	45,024
Fillmore-Piru Memorial District	\$ 610	7,635
Blanchard/Santa Paula Public Library District	\$ 650	12,199
Triunfo Sanitation District	\$ 700	18,619
<u>Municipal Water Districts:</u>		
Calleguas – Division #1	\$1,100	68,619
Calleguas – Division #2	\$1,100	69,945
Calleguas – Division #3	\$1,100	70,846
Casitas – Division #2	\$ 600	5,051
Casitas – Division #3	\$ 625	7,416
Casitas – Division #5	\$ 625	7,455
Hidden Valley	\$ 475	82
<u>Recreation and Park Districts:</u>		
Conejo	\$1,175	78,797
Pleasant Valley	\$ 900	42,729
Rancho Simi	\$1,155	77,039

*District pays for Candidate Statement
Registration counts of each district are as of May 21, 2012

	Deposit	Approximate Number of Voters
<u>Sanitary Districts:</u>		
Ojai Valley – Division #1	\$ 475	2,171
Ojai Valley – Division #3	\$ 475	1,840
Ojai Valley – Division #5	\$ 475	2,101
Ojai Valley – Division #7	\$ 475	1,523
Carpinteria	\$ 450	47
Castaic Lake Water Agency, Div #3	\$ 450	11
Castaic Lake Water Agency, At Large	\$ 450	11
<u>United Water Conservation District:</u>		
Division #4	\$ 700	19,361
Division #5	\$ 700	19,145
Division #6	\$ 650	12,984
Division #7	\$ 725	20,898
<u>Municipal Advisory Councils:</u>		
Ojai Valley – Division #2	\$ 650	11,425 – elected At Large
Ojai Valley – Division #4	\$ 650	11,425 – elected At Large
Ojai Valley – Division #6	\$ 650	11,425 – elected At Large
Ojai Valley – Division #7	\$ 650	11,425 – elected At Large
Oak Park	\$ 525	8,399
Santa Rosa Valley	\$ 475	2,272
<u>Water Districts:</u>		
Camrosa – Division #3	\$ 475	809 – elected At Large
Camrosa – Division #4	\$ 475	594 – elected At Large
Meiners Oaks	\$ 475	2,363

Registration counts of each district are as of May 21, 2012

NOTE: Cost figures given for Candidate Statements are ESTIMATES ONLY. In computing estimates we assume that two candidates will file in the same district, use the statement, and share the costs. If actual costs exceed estimates, candidates will be billed the balance of the costs incurred.

It is the policy of the Ventura County Elections Division to pursue recovery of the debts by:

- 1) Certified, Return Receipt letter notification;
- 2) Small Claims Court proceedings; and
- 3) Enforcement of Judgment, including, where appropriate, garnishment of wages.

Individuals for whom the Ventura County Elections Division has had to resort to small claims court proceedings to collect just debts will be required to conduct all further Ventura County Elections Division business, including Candidate Statement purchases and FPPC late filing fees, on a cash in advance basis. In addition, deposits for Candidate Statements from such individuals will be calculated and collected based on full-page cost.

GUIDELINES FOR PREPARING CANDIDATE STATEMENT OF QUALIFICATIONS

E.C. 13307.5

Instructions to Candidate:

- Statements must be submitted on a CD as a text document or a Word document and provided to the official filing agent when filing the nomination documents. A paper copy of the Statement of Qualifications must also be filed along with the CD Statement
- This statement may include your age.
- Prepare statements according to the following rules:
 - Statement must be a recitation of candidate's own personal background and qualifications, and shall not in any way make reference to other candidates.
 - Statement must be typed in upper and lower case.
- Statements which do not conform to the rules will be corrected by the elections official.
- Neither grammar nor spelling will be proofed or changed.

Official issuing
form, to
complete.

NO MORE THAN 200 WORDS. ESTIMATED COST: \$_____ TO BE PAID BY: CANDIDATE
The estimated cost is an approximation based on multiple candidates filing statements and may be significantly higher or lower depending on the actual number of statements filed. Payment is required upon submission of your statement. A refund or invoice will be sent after the election.

CANDIDATE FOR _____

Occupation may
be more
descriptive than
ballot designation
that appears on
the official ballot.

NAME: Jessica Wells

AGE: 36

If either age or
occupation is
left blank, none
will be printed.

OCCUPATION: Businesswomen

All statements
must be
prepared in
upper and lower
case, lettering,
block paragraph
style. A limit of
ten words may
be in all capital
letters.

I am running for governing board member of the Ultimate Unified School District because I feel I can bring balance to the board. I attended local schools, graduating from Ultimate High School. I am married and have two children attending schools in the district.

I own and operate my own business, so I am well aware of the need to operate within a budget. With proper distribution of resources and educational materials I am convinced we can offer quality education to all students within the district.

Statements
should be
written in first
person.

I have been an active member of the PTA, and I have served on the Youth Club committee for past five years. I also serve as a volunteer at the Hometown Senior Center.

No: Bolding,
Underlining, or
Centering.

PTA, 2000 – 2010
City Council, 1990 – 1994
American Heart Association, 1994 – 1996

No: Graphics,
or characters
such as bullets,
asterisks, or
other symbols.

I am looking forward to serving you on the Ultimate Unified School District Governing Board

Correct any
typos and
initial,
Prior to filing.

Thank you for your vote J.S.

I have reviewed the above candidate statement and I understand no corrections or changes are allowed according to E.C. 13307(3) after it has been filed. I understand I am limited to a recitation of my own personal background & qualifications and shall not in any way make reference to other candidates for this office or to another candidate's qualifications, character, or activities. E.C. 13308 I also understand that the candidate statement is optional and it is not mandatory to file.

I certify under penalty of perjury that the candidate statement is true and correct to the best of my knowledge and belief.

Date _____ Signature of Candidate _____

I do not elect to file a statement as permitted by E. C. 13307

Candidate sign here if choosing not to have a statement

Withdraw my candidate statement If no one files against me at the close of nomination.

YES ☐ NO ☐

Candidate to Initial: _____

Please sign and date where
appropriate.

WORD COUNT
Elections Code §9

The following are the guidelines for computing the word count:

- 1) The title and signatures are not counted - only the text is counted.
- 2) Punctuation free
- 3) Dictionary words..... one
The words “I”, “a”, “the”, “and”, “an” are counted as individual words.
- 4) Abbreviations one
Examples are UCLA, PTA, U.S.M.C., and L.A.P.D.
Each abbreviation for a word, phrase, or expression
All acronyms count towards the all CAPS 10 word limit
- 5) All geographical names one
Examples are County of Ventura – 1 word
Santa Barbara – 1 word
City of San Francisco – 1 word
- 6) All district proper names one per word
Examples are Ventura Unified School District – 4 words
Rio Elementary School District – 4 words
- 7) Numbers:
Digits (1, 10 or 100, etc.)..... one
Spelled out (one, ten or one hundred) one per word
- 8) Numeric combinations (1973, 13½, 1971-73, 5%) one
- 9) Dates:
All digits (4/8/81) one
Words and digits (April 8, 1981)..... two
- 10) Monetary amounts (if the dollar sign is used with figures - \$1,000.00)..... one
- 11) Hyphenated words one per word
Words appearing hyphenated in a 10 year old standard dictionary one word
- 12) Website and telephone numbers..... one
- 13) If measure designation (example: Measure A) is used in the text one
- 14) Limit of 10 all CAP words

If the text exceeds the word limit, the author will be asked to delete or change a sufficient number of words, or a sentence, to put it within the required word limit.

ELECTION SERVICES

All requests for voter registration information must be made in accordance with the provisions of §2188 of the California Elections Code. An application for voter registration information must be filed with the Ventura County Elections Division.

PRECINCT LISTS/INDEX OF REGISTERED VOTERS

The Index will list all registered voters eligible to vote in a given election. Indexes are printed in precinct sequence with streets in alphabetical order within the precinct, and voters in numeric order under the street name. Indexes are also available in electronic format on CD with file format documentation.

The price of the Index on paper is \$12 plus 50¢ per thousand names (minimum order is 50¢) plus the \$18 setup and handling fee. The price for the CD is \$15 plus the \$18 setup fee. Each candidate or his/her campaign committee may purchase up to two copies of the Index.

(Elections Code §§2184-2185)

Orders placed for Indexes must be paid for when you order them at the Ventura County Elections Division. Candidates who have placed orders will be notified when the Indexes are ready for pick up. Allow one full working day for completion of the order.

CDs

- 1) Master Voter File without voter history - \$9 plus a \$18 setup fee.
- 2) Master Voter File with voter history - \$14 plus a \$18 setup fee.
- 3) CDs of districts or precincts are available.
- 4) CDs of those voters who requested a Vote By Mail ballot in the last countywide election are available - \$5 plus a \$18 setup fee.

NOTE: California Code of Regulations. Title 2. Division 7. Chapter 1. Article 1. §19005.

No person who obtains voter registration information from a source agency shall make any such information available under any terms, in any format, or for any purpose, to any person without receiving prior written authorization from the source agency. The source agency shall issue such authorization only after the person to receive such information has executed the written agreement set forth in §19008.

The application for voter registration information is signed under penalty of perjury. Perjury is punishable by imprisonment in state prison for two, three, or four years. (Penal Code §126)

VOTE BY MAIL LISTS/CDs

Beginning on Tuesday, October 9, 2012, the Ventura County Elections Division will provide lists and CDs of the Vote By Mail applications from the previous day. All Vote By Mail orders must be placed and paid for by 10:00 a.m. of the pick up day. The information ordered will be available for pick up from 1:00 p.m. to 5:00 p.m., Monday through Friday.

VOTE BY MAIL LISTS*

Vote By Mail lists are \$20 plus 50¢ per thousand names per day.

CDs*

CD's are available at a cost of \$21 per day.

SPECIAL ORDER

Cumulative information on CD may be ordered that includes all applications (including Mail ballot precincts and permanent Vote By Mail voters) and returns processed up to the date of the order. Cost is \$5 plus a \$18 setup fee. CD must be ordered at least one day in advance.

*Vote By Mail ballot voters and permanent Vote By Mail voters are included in the first daily.
(Mail ballot precinct voters are those voters who do not have a polling place.)

PRE-CAMPAIGN CANDIDATE INTENTION REQUIREMENTS

FPPC FORM 501 CANDIDATE INTENTION STATEMENT

Any individual who intends to be a candidate for state or local office must file the FPPC Form 501 with the local filing officer (State candidates file with the Secretary of State) prior to the solicitation or receipt of any contribution or loan, including personal funds used for the election. You must file a separate Form 501 for each election, including re-election to the same office. (Government Code §85200)

FPPC FORM 410 STATEMENT OF ORGANIZATION AND CAMPAIGN BANK ACCOUNT STATEMENT

A candidate who is receiving contributions from others and/or is spending more than \$1,000 of personal funds to run for office must:

- 1) Open a campaign bank account and all money to be used for campaign purposes, including the candidate's personal funds, must be deposited in the campaign bank account for the specific office prior to expenditure.
- 2) Candidate must complete a FPPC Form 410 Statement of Organization which includes the candidate's name, office sought, year of the election, and campaign bank account information.
- 3) File FPPC Form 410 within 10 days of receiving \$1,000 in contributions. The date this form is postmarked is the date it is considered filed. The original form is to be filed with the Secretary of State's office with a copy to the local filing official (Ventura County Elections Division).

NOTE: You may use personal funds for the filing fee and/or fee for the candidate's statement of qualifications in the Sample Ballot without first depositing those funds into the campaign bank account.

EXCEPTION: This form is not required if you will not receive any contributions from others and the total expenditures from personal funds will be less than \$1,000 in a calendar year.

CAMPAIGN DISCLOSURE FORMS

FORM 501

Candidates, who **intend** to receive contributions from others for their campaign, must file a Candidate Intention Statement, Form 501. (Government Code §85200)

FORM 470

Candidates who **anticipate** receiving less than one thousand dollars (\$1,000) in contributions and spending less than one thousand dollars (\$1,000) during the entire calendar year, exclusive of the cost of a candidate statement, if paid from personal funds, may reduce their filing obligation by filing a Form 470, Candidate and Officeholder Campaign Statement Short Form by October 5, 2012. No further statements must be filed for this election **unless** the one thousand dollars (\$1,000) threshold is reached.

Candidates who have filed a Form 470 and **thereafter** receive contributions or make expenditures totaling one thousand dollars (\$1,000) or more **are** required to file a 470 Supplement with 1) Secretary of State 2) the local filing officer and 3) each candidate contending for the same office. The notice must be sent **within 48 hours** of receiving or expending the one thousand dollars (\$1,000). (Government Code §84206)

FORM 410

Recipient committees, including any group, individual or candidate, that receive one thousand dollars (\$1,000) or more in contributions during a calendar year must file with the Secretary of State and the local filing officer a Statement of Organization, Form 410, within 10 days of receiving the contributions. (Government Code §84101)

FORM 460

A candidate or officeholder who has a controlled committee, or who has raised or spent or will raise or spend one thousand dollars (\$1,000) or more during a calendar year in connection with the election, is required to file the recipient committee campaign statement Form 460. The Form 460 is also required if one thousand dollars (\$1,000) or more will be raised or spent during the calendar year at the behest of the officeholder or candidate. (Government Code §§84200-84216.5)

FORM 497

A Late Contribution is a monetary or non-monetary contribution, including a loan, totaling one thousand dollars (\$1,000) or more from a single source and is made or received during the 16 days immediately preceding the election in which the recipient candidate is to be voted on. (Government Code §82036)

WHO, WHERE, AND WHAT TO FILE

This is an overview of where candidates must file their campaign statements. Detailed instructions for complying with the Political Reform Act are in each candidate's **Campaign Finance Disclosure Packet**.

Candidates for **State Senate, State Assembly, Superior Court Judges** and their controlled committees.

Secretary of State (Original)

County of Ventura (1 copy)

County of Domicile* (1 copy)

(or county with the largest number of registered voters in shared districts)

Form 501

Form 470

Form 410

Form 460

Form 497

Candidates and their controlled committees for local **School Board, Health Care, Water Districts, Recreation and Park Districts**.

County of Ventura (original)

Form 460

Form 497

Form 470

Form 501

Form 410 (Original with the Secretary of State)

Federal Offices

United States Senator and Representative in Congress candidates should contact the Federal Election Commission at 999 E Street, NW, Washington D.C. 20463, or call (800) 424-9530.

*A committee's domicile is at the address listed on its campaign statement.

REVIEW OF REPORTING REQUIREMENTS

Campaign Disclosure Filing Requirements for ALL Candidates and Committees

The Political Reform Act imposes certain duties and obligations on candidates, officeholders, committee treasurers and others participating in the political process. For example:

Detailed records must be maintained for all financial activity; and contributions received for political purposes must not be commingled with personal funds.

Campaign statements must be filed at specified times disclosing contributions received, expenditures made and other financial information. In some cases, candidates can avoid filing campaign statements by submitting a "Candidate and Officeholder Campaign Statement Short Form (Form 470)."

Campaign statements must be hand delivered or postmarked as first-class mail by the legal filing deadline date established by law. NOTE: The **second pre-election statement** must be filed in person or guaranteed overnight delivery. Mail, which is not received by the filing officer, shall be presumed not to have been sent unless the filer possesses a postal receipt establishing the date of the deposit, and the name and address of the addressee.

The Political Reform Act provides a formula for assessing late fines of original campaign statements filed in our office. The fine is \$10 per day, starting the day after the filing deadline, until the statement is filed; however, no liability may exceed the cumulative amount of reported contributions or expenditures, of \$100, whichever is greater.

The failure to submit a required statement is a misdemeanor. Persons who fail to submit required statements are referred to the Fair Political Practices Commission.

DEFEATED CANDIDATES

Campaign disclosure reports must be filed until the campaign committee has been terminated using Form 410.

It is recommended that campaign disclosure statements be mailed by certified mail or by purchasing a certificate of mailing. This will eliminate any question regarding receipt of your statement.

Unsigned forms are incomplete and are not considered filed until they are signed.

For detailed information on Campaign Disclosure Statements see the 2007 Information Manual 2 on Campaign Disclosure Provisions of the Political Reform Act or contact the Fair Political Practices Commission at (866) 275-3772.

CAMPAIGN EXPENDITURE REPORT FILINGS

Important: The following filing schedule is for use by candidates, officeholders, their controlled committees, and committees **who are involved in the November 6, 2012, Presidential General Election.**

November 6, 2012 FILING SCHEDULE

<u>TYPE OF STATEMENT</u>	<u>PERIOD COVERED</u>	<u>FILING DEADLINE</u>	<u>METHOD OF DELIVERY</u>
First Pre-Election	*September 30, 2012	October 5, 2012	Personal Delivery First Class Mail
Second Pre-Election	October 1, 2012 – October 20, 2012	October 25, 2012	Personal Delivery Guaranteed Overnight Service
Late Contribution and Late Independent Expenditure of \$1,000 or more	October 21, 2012 – November 5, 2012	Within 24 Hours	Personal Delivery Guaranteed Overnight Service
Semi-Annual	* December 31, 2012	January 31, 2013	Personal Delivery First Class Mail

*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.

HELP AMERICA VOTE ACT (HAVA) UPDATE ON VOTER REGISTRATION

As of January 1, 2006, federal HAVA law requires every state to have a statewide voter registration database in place. As a result, in order to be listed on the California voter file, each person must provide a California Driver's License (CDL) number when registering or re-registering to vote. Persons who do not have a CDL may provide a California State Identification (ID) number issued by the State's Department of Motor Vehicles (DMV). Any person who does not have either a driver's license or State ID number must provide the last four digits of his/her social security number. All voter registration forms must then be cleared by the California Secretary of State (SOS) system (CalVoter) prior to the registration or re-registration becoming effective. Clearance by the SOS's CalVoter system involves matching information provided by the voter on the registration form against the DMV database or federal social security information to verify identity.

When assisting voters with the voter registration process, please ensure that they provide a CDL or State ID number on the form.

POLLING PLACES AND POLLWORKERS

BASIC INFORMATION

Polling Place Hours: 7:00 a.m. to 8:00 p.m.

There will be approximately 365 polling places in the November 6, 2012, Presidential General Election.

QUESTIONS AND ANSWERS

Q. Can a candidate or a close relative of a candidate serve as a pollworker for the election in which he/she is running?

A. No. This is not legally allowed.

Q. Can a candidate host a polling place at his/her residence or office on Election Day?

A. No. This is not legally allowed.

Q. How can candidates get a list of polling place locations?

A. Contact the Ventura County Elections Division at (805) 654-2664. There is a small fee for this service. If a polling location changes after the sample ballots are mailed to voters, voters are notified of polling place changes via a "polls change postcard." All polling locations are kept current on our website at <http://recorder.countyofventura.org/elections/> and are accessible for any voter to view by clicking on "Where is my polling place?"

NOTE: Every person is guilty of a misdemeanor who knowingly causes to be mailed or distributed, or knowingly mails or distributes, literature to any voter that includes a designation of the voter's precinct polling place other than a precinct polling place listed for that voter in an official precinct polling list that constituted the latest official precinct polling place list at sometime not more than 30 days prior to the mailing or distribution. (Elections Code §18302)

Q. Why do polling places change?

A. Despite best efforts to locate and secure long-term hosts for voting locations, an average of five to ten of Ventura County polling places change between major elections. Facilities used in the past may not be available due to 1) location has another commitment on that date or is undergoing reconstruction; 2) precinct boundary lines were revised to comply with new legal requirements; 3) determination of non-accessibility to voters with disabilities; 4) complaints from voters regarding former voting location such as insufficient parking, lighting, etc.; and 5) different groupings of districts from one election to the next make it necessary to alter voting precinct boundary lines.

Q. What do pollworkers do and how are they compensated?

A. Pollworkers are civic-minded citizens who help to set up the voting locations (polls), assist voters when signing in, demonstrate how to use the voting system, issue ballots, etc. After the polls close,

pollworkers are responsible for counting all the ballots, packing up election supplies and delivering ballots and supplies to a designated Receiving Center.

Every poll has an Inspector who is in charge and several pollworker clerks depending on the number of registered voters in the precinct. Inspectors receive up to a \$145 stipend and clerks receive up to \$110.

To volunteer to serve as a pollworker, non-candidates may call (805) 654-2784.

Q. Is it legal for high school students to serve as pollworkers?

- A. State law allows qualified high school students to serve as “student pollworkers” on Election Day. The Student Pollworker Program (SPP) is a great way to introduce young people to democracy in action and at the same time provide a valuable community service. Students who serve as regular members of a precinct board on Election Day, receive the \$90 pollworker stipend, plus a \$20 bonus if they attend a training class. Students must be U.S. citizens at least 16 years of age with a grade point average of 2.5.

Q. Do you know any bilingual voters who might be willing to serve as a pollworker?

- A. The federal Voting Rights Act requires that **bilingual pollworkers** be hired in targeted polling places to provide oral assistance to limited-English proficiency voters. The Elections Division is currently recruiting Spanish-speaking pollworkers.

BILINGUAL POLLWORKERS

Bilingual pollworkers must be registered voters who speak English well enough to explain election procedures to English speaking voters. They must also understand English well enough to assimilate the difficult procedures taught in the training classes.

Bilingual pollworkers are vital in helping citizens with limited English proficiency to exercise their voting privileges. They assist voters, whose primary language is not English, and help them understand voting procedures by responding to their questions. As a means to address the bilingual pollworker recruitment challenges, a “Pollworker/Recruiter” Program, which brought community activists into recruiting bilingual pollworkers from their communities, was launched 2004. In addition, to solve the general pollworker recruiting issues, Ventura County has developed the Student Pollworker and County Employee Pollworker Programs. The County has utilized these programs, in addition to the Pollworker/Recruiter Program, to address bilingual pollworker recruiting challenges. By working together, we can eliminate problems early.

ELECTION RESULTS/CANVASS/ ELECTION CONTESTS/RECOUNTS

Can I, as a Candidate, view all parts of the ballot counting process? Yes, the ballot counting process is open to public observation. If you wish to observe the process, you may go to the lobby, located in the Lower Plaza of the Government Center, at 800 South Victoria Avenue, to check in and be provided with an observer's badge. Tours are available.

How can I Get Results Election Night?

Web site: Results are available on the Internet at <http://recorder.countyofventura.org/elections/>

Phone: Live operators are also available by calling (805) 654-2664 from 8:00 p.m. and thereafter until all precincts have reported.

Ventura Headquarters: Hard copy bulletins are printed and distributed at the Elections Division.

Are Election Night Results Final? No. California State law allows a specified period after the election for the completion of the official canvass. Results released on election night are considered semi-official.

POST ELECTION NIGHT RESULTS

Supplemental counts of outstanding ballots will be provided approximately two days after the election. This count is conducted to get the majority of these ballots counted at the beginning of the canvass process.

Outstanding ballots include:

- Vote By Mail ballots turned in at the polls on election day,
- Provisional ballots voted at the polls and sealed in envelopes for further research.

Semi-official election results are updated twice a week. If a race is very close, the outcome may not be known until the canvass is complete.

CANVASS/CERTIFICATION

Canvass is a process of reconciling numbers and the supplemental counting of Vote By Mail ballots turned in at the polls and provisional ballots. California law permits 28 days to complete the final, official canvass and certify the results of the election. This provision of the law recognizes the complexity of completing the ballot count and conducting a thorough audit of the election results to ensure accuracy. Part of the canvass process is a legally required manual recount of the votes cast for all candidates and measures on the ballot in 1% of over 570 voting precincts. This manual process verifies the accuracy of the computer count.

Candidates and members of the general public are invited to observe supplemental ballot counting and the manual tally of ballots from the randomly selected 1% of the voting precincts. After election night, the list of 1% of the precincts randomly selected for the 1% Manual Tally will also be posted in the Elections Division.

STATEMENT OF VOTES CAST

Once the election is certified, the Final Official Canvass Statement of Votes Cast is made available at our office and on the website. The Statement of Votes provides a precinct by precinct breakdown of the votes cast.

COUNTIES WITH SHARED DISTRICTS

The following is a list of the Registrar of Voters offices in counties that share districts with Ventura County:

LOS ANGELES COUNTY

12400 Imperial Highway
Norwalk, CA 90650
(562) 466-1310
FAX (562) 406-2149

SANTA BARBARA COUNTY

4440-A Calle Real
Santa Barbara, CA 93110
(805) 568-2200
FAX (805) 568-2209

SAN LUIS OBISPO COUNTY

1055 Monterey Street Rm. 120
San Luis Obispo, CA 93408
(805) 781-5080
FAX (805) 781-1111

KERN COUNTY

1115 Truxtun Avenue, 1st Floor
Bakersfield, CA 93301-4639
(661) 868-3590 or (800)-452-8683
FAX (661) 868-3768

INFORMATION AVAILABLE ON VENTURA COUNTY ELECTIONS WEB SITE



The Ventura County Elections web site has a wealth of information for voters, candidates, media and community activists. Information on <http://recorder.countyofventura.org/elections/>:

Voter Registration Information

Vote By Mail Information

“Where’s my Polling Place” Look-up

“My Districts” Look-up

Campaign finance disclosures for Candidates and County Measures

Bilingual Voter Services

Candidate Registration and Qualification (CRQ) form

List of Candidates Who Have Filed (Posted and updated daily during the Filing Period.)

Candidate Information Guide for Upcoming Election

Election Results

Various Forms

Pollworker Information

Handbooks

CALIFORNIA SECRETARY OF STATE

POLITICAL REFORM DIVISION

1500 11th Street, Room 495
Sacramento, CA 95814
(916) 653-6224
FAX: (916) 653-5045

ELECTIONS DIVISION

1500 11th Street, 5th Floor
Sacramento, CA 95814
(916) 657-2166
FAX: (916) 653-3214
TDD: (800) 833-8683
Web: www.sos.ca.gov/elections

TO REPORT ELECTION VIOLATION

NOTE: The County Clerk – Registrar of Voters office is NOT an enforcement agency and is therefore unable to investigate any violations. When our office receives reports of violations, we refer them to the agencies listed below:

VIOLATION	REFERRED TO
False or misleading campaign materials	There is no agency enforcement. These issues are dealt with in court.
The Political Reform Act (Title 9 of California Government Code at Sections 81000 through 91015), i.e., mass mailing requirements; slate mailers; campaign disclosure; proper use of campaign funds; disclosure of economic interests	Fair Political Practices Commission (FPPC) (866) 275-3772
Election procedures	County District Attorney (805) 654-2500 California Secretary of State, Elections Division (916) 657-2166
Unlawful use of public funds, violation of the Elections Code, the Penal Code, or any laws other than the Political Reform Act	County District Attorney (805) 654-2500 California State Attorney General (916) 445-9555
Open meeting laws (Brown Act)	County District Attorney (805) 654-2500 California State Attorney General (916) 445-9555
Local ordinances	Local City Attorney or County District Attorney (805) 654-2500
Vandalism or requirements concerning campaign signs	Local City Attorney or County District Attorney (805) 654-2500

On **ELECTION DAY**, if you or your campaign workers observe problems at the polls that need attention, please contact our office at (805) 654-2785 so that we have the opportunity to immediately look into the problem and make necessary corrections.

COUNTY CAMPAIGN FINANCE REFORM ORDINANCE SUMMARY

In 2003, the Board of Supervisors adopted a Campaign Finance Reform Ordinance. The current Ordinance No. 4429 applies to all county candidates. A “county candidate” is any individual who is a candidate for the positions of Supervisor, Sheriff, District Attorney, County Clerk and Recorder, Treasurer-Tax Collector, Auditor-Controller, County Superintendent of Schools, or Assessor in the County of Ventura. “Countywide office” means the office of Sheriff, District Attorney, County Clerk and Recorder, Treasurer-Tax Collector, Auditor-Controller, County Superintendent of Schools, and Assessor.

As of January 2011, the Ventura County Campaign Finance Reform Ordinance expenditure limit for countywide candidates is \$621,000 and for Supervisorial district candidates is \$186,000.

A Voluntary Expenditure Limitation Statement is required of each county candidate for each election. Contributions to candidates or the controlled committees of candidates who have not accepted the voluntary expenditure limits (nonparticipating candidates) are limited to \$350 per person per candidate for a primary election or a general (runoff) election. Contributions to candidates or the controlled committees of candidates who have accepted the voluntary expenditure limits (participating candidates) are limited to \$700 per person per candidate for a primary election or a general (runoff) election. The limits do not apply to a candidate’s contributions of personal funds to the candidate’s own campaign, but do apply to spouses’ contributions.

Electronic Filing of Campaign Statements

Any county candidate and the candidate’s controlled committee that raises or spends at least ten thousand dollars (\$10,000), or any independent expenditure committee that raises or spends at least ten thousand dollars (\$10,000) in any county election in support of or opposition to a county candidate, shall file all campaign statements in a format that is approved by the County Clerk for electronic filing.

The County Clerk shall cause to be placed on the County’s web site a copy of each campaign statement required by the preceding paragraph to be filed in a format approved for electronic filing within one working day of the statement’s filing with the County Clerk.

VENTURA COUNTY ELECTIONS DIVISION POLICIES REGARDING CAMPAIGN FINANCE REFORM

- 1) It is the policy of the Ventura County Elections Division (hereinafter referred to as “Division”) to provide the public and all governmental offices with accurate and efficient services and information. To accomplish this, the Division must receive timely and accurate campaign reporting. To ensure such timely and accurate reporting, it is the Division’s policy to report to the appropriate enforcement authority violations of state law or county ordinances pertaining to campaign filing, reporting, and disclosure that the Division discovers, for which the County serves as the Filing Official. It is not the responsibility of the Division to report on State Committees for which the County is not the Filing Official. The Division will not file complaints or otherwise report alleged violations on behalf of any other person.

The Division will advise members of the public or other governmental officers seeking to file complaints of the appropriate enforcement/reporting authority. Those authorities are: the California Fair Political Practices Commission (FPPC), the Ventura County Campaign Finance Ethics Commission and/or the District Attorney, depending on the specific type of alleged violations.

- a) If it is determined that the alleged violation is relating to the Ventura County Campaign Finance Reform Ordinance, complaints shall be filed in writing with the County Executive Office on a form provided by that office and shall be signed by the Complainant under penalty of perjury. All available credible evidence supporting the allegations must be filed with the complaint. Any resident seeking to file a complaint must pay a filing fee of \$35 per complaint.
 - b) If it is determined that the alleged violation is a matter of state law and outside the jurisdiction of the County in its capacity of Filing Official, the Division shall refer the person to the FPPC.
 - c) If it is determined that the alleged violation is within the jurisdiction of the County Filing Official, the Division shall follow state policies as to written notices to request amendments or other such actions as appropriate.
- 2) It is the policy of the Division in its capacity as County Filing Official to review all campaign reports (State and Local Candidates/Committees) filed to ensure compliance with both State law and County ordinances, as applicable.
- a) If it is determined that further information is needed or if the report is lacking the required information, a written notice requesting amendment shall be prepared and mailed to the committee or campaign Treasurer with a deadline date of 15 days from the notification letter date to submit the corrected report.
 - b) If the report in question is a Pre-Election report, the deadline date for submission of the amended report shall be five days from the notification letter date.
 - c) The Division shall send two written notices prior to referring the matter to any enforcement authority.
- 3) It shall be the policy of the Division to enforce the state law mandates regulating penalties for violations. All penalties collected will be payable to the VENTURA COUNTY ELECTIONS DIVISION and shall be deposited into the County General Fund, pursuant to state law.
- 4) It shall be the policy of the Division to require County candidates (as defined in the ordinance) and treasurers of County candidates' controlled committees that meet the County's threshold limit for electronic filing to file electronically all hard copy/original campaign reports filed with this Division including Forms 410 updates, 460, 496 and 497. Originally signed reports must be filed with the Division until the committee has been formally dissolved.

CONFLICT OF INTEREST CODES

Each district has adopted a conflict of interest code pursuant to the provisions of the Political Reform Act of 1974. Statements of Economic Interests (FPPC Form 700) shall be filed by designated officers and employees as required by the district's code and shall disclose any reportable investments and interests in real property. (Government Code §§87300 et seq.)

For additional information regarding filing deadlines and requirements, contact the district office.

LAWS CONCERNING CAMPAIGN PRACTICES

The following code sections concerning campaign literature and mass mailing are required by law to be issued to all candidates.

MASS MAILING

(Government Code §84305)

- A. Except as provided in subdivision (B), no candidate or committee shall send a mass mailing unless the name, street address, and city of the candidate or committee are shown on the outside of each piece of mail in the mass mailing and on at least one of the inserts included within each piece of mail of the mailing in no less than six-point type which shall be in a color or print which contrasts with the background so as to be easily legible. A post office box may be stated in lieu of a street address if the organization's address is a matter of public record with the Secretary of State.
- B. If the sender of the mass mailing is a single candidate or committee, the name, street address, and city of the candidate or committee need only be shown on the outside of each piece of mail.
- C. If the sender of a mass mailing is a controlled committee, the name of the person controlling the committee shall be included in addition to the information required by subdivision (A).

("Mass mailing" as defined in Government Code §82041.5, "means over two hundred substantially similar pieces of mail, but does not include a form letter or other mail which is sent in response to an unsolicited request, letter or other inquiry.")

Some other important laws concerning campaign practices are summarized on the following pages. (See the Elections Code for the complete text of code sections.)

POLITICAL ADVERTISEMENT REQUIREMENTS

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

SIMULATED BALLOT REQUIREMENTS

- a) Every simulated ballot or simulated sample ballot shall bear on each surface or page thereof, in type or lettering at least half as large as the type or lettering of the statement or words or in ten-point roman type, whichever is larger, in a printed or drawn box and set apart from any other printed matter, the following statement:

"NOTICE TO VOTERS" **(Required by Law)**

"This is not an official ballot or an official sample ballot prepared by the county elections official or the Secretary of State."

"This is an unofficial, marked ballot prepared by _____.
(insert name and address of the person or organization responsible for preparation thereof)." Nothing in this section shall be construed to require this notice in any editorial or other statement appearing in a regularly published newspaper or magazine other than a paid political advertisement.

- b) No simulated ballot or simulated sample ballot referred to in subdivision (a) shall bear any official seal or the insignia of any public entity, nor shall that seal or insignia appear upon the envelope in which it is mailed or otherwise delivered.
- c) The superior court, in any case brought before it by any registered voter, may issue a temporary or permanent restraining order or injunction against the publication, printing, circulation, posting, or distribution of any matter in violation of this section, and all cases of this nature shall be in a preferred position for purposes of trial and appeal, so as to assure the speedy disposition thereof.

(Elections Code §20009)

ARTICLE 17

LEAVE OF ABSENCE TO RUN FOR ELECTIVE OFFICE

(COUNTY OF VENTURA PERSONNEL RULES AND REGULATIONS)

§1701. Purpose.

To provide a leave policy for employees who are running for elective office which would insure that participation in such an election would not disrupt the efficiency and integrity of the County service.

§1702. Employees Affected.

An employee who is a candidate for an elective County office shall be required to take a leave of absence. Said leave of absence shall commence at least thirty (30) days prior to the date of election and shall include the privilege of using earned vacation and compensatory time credits.

§1703. Review by the Civil Service Commission.

An employee wishing an exception to Section 1702 shall timely request in writing a review by the Civil Service Commission. The findings of the Civil Service Commission shall be announced prior to the commencement of said leave of absence. The Commission in its findings shall determine as follows:

- a) The absence of facts indicating a disruptive effect on the efficiency and integrity of the County service thus requiring that the candidate be returned to his position of employment.
- b) The presence of facts indicating a disruptive effect on the efficiency and integrity of the County service thus requiring that the leave of absence be taken.

The Civil Service Commission shall review its findings should disruptions upon the efficiency and integrity of County service occur, following a decision that the candidate be returned to his position of employment.

§1704. Reinstatement Following the Election.

Following the date of the election, any employee who has been on a leave of absence to run for a political office shall be reinstated without penalty or forfeiture to the position he held prior to taking said leave of absence; except that an employee who is elected to a County political office shall resign from his previous position prior to the assumption of said elective office.

ARTICLE 24

POLITICAL ACTIVITY

(COUNTY OF VENTURA)

§2401. Purpose.

In accordance with Section 1351, et. seq., of the Ventura County Ordinance Code, to delineate those political activities which are restricted and those which are allowed while an individual is an employee of the County.

§2402. Soliciting or Receiving Funds or Contributions.

No employee of the County shall solicit for a candidate for elective office any contribution, pecuniary or otherwise, from other employees of the County. No employee of the County shall permit the services of his department/agency to be utilized to solicit, or process any political contribution, pecuniary or otherwise, from other employees of the County. Notwithstanding the provision so of this Article, an employee is not prevented from soliciting or receiving political funds or contributions to promote the passage or defeat of a ballot measure which would affect the rate of pay, hours of work, retirement, civil service, or other working conditions of employees of the County. A ballot measure shall be defined as any constitutional amendment or other proposition submitted to a popular vote at any election. The aforementioned activities are prohibited during the regular working hours of employees.

§2403. Participation in Political Activity While in Uniform.

No employee of the County shall participate in political activities of any kind while he is in uniform.

§2404. Prohibition of Entry for Political Assessment, Subscription or Contribution.

The purpose of this section is to deny the use of County property, its buildings, appurtenances or resources, for the solicitations of political assessments or contributions. Every employee of the County shall prohibit the entry into any place under his control, occupied and used for the governmental purposes of the County, of any person, for the purpose of therein making, or giving notice of any political assessment or subscription. No person shall enter or remain in any place as described above for the purpose of therein making, demanding, or giving notice of any political assessment or subscription. This section shall not apply to any auditorium or other place used for the conduct of public or political rallies or similar events, not to any park, street, public land or other place not being used for the governmental purposes of the County.

§2405. Use of Official Authority of Influence.

No one who holds, or is seeking elective appointment to any office of employment in the County shall, directly or indirectly, use, promise, threaten or attempt to use, any office, authority or influence, whether then possessed or merely anticipated, to confer upon or secure for any person, or to aid or obstruct any person in securing, or to prevent any person from securing, any position, nomination, confirmation, promotion, change in compensation or position, within said County upon consideration that the vote or political influence or action of such person or another that the vote or political influence or action of such person or another shall be so given or used in behalf of or withheld from, any candidate, officer, or party, or upon any other corrupt condition or consideration.

§2406. Leave of Absence to Run for Elective Office.

Leaves of absence to run for elective office are governed by Article 17 of these Rules and Regulations.

POLITICAL ACTIVITIES OF PUBLIC EMPLOYEES

(Government Code Chapter 9.5)

§3201. Legislative finding.

The Legislature finds that political activities of public employees are of significant statewide concern. The provisions of this chapter shall supersede all provisions on this subject in the general law of this state or any city, county, or city and county charter except as provided in Section 3207.

§3202. Application of chapter; Definitions.

This chapter applies to all officers and employees of a state or local agency.

- a) "Local agency" means a county, city, city and county, political subdivision, district other than a school district, or municipal corporation. Officers and employees of a given local agency include officers and employees of any other local agency whose principal duties consist of providing services to the given local agency.
- b) "State agency" means every state office, department, division, bureau, board, commission, superior court, court of appeal, the Supreme Court, the California State University, the University of California, and the Legislature.

§3203. Restriction of political activities prohibited.

Except as otherwise provided in this chapter, or as necessary to meet requirements of federal law as it pertains to a particular employee or employees, no restriction shall be placed on the political activities of any officer or employee of a state or local agency.

§3204. Unlawful use of influence.

No one who holds, or who is seeking election or appointment to, any office or employment in a state or local agency shall, directly or indirectly, use, promise, threaten or attempt to use, any office, authority, or influence, whether then possessed or merely anticipated, to confer upon or secure for any individual person, or to aid or obstruct any individual person in securing, or to prevent any individual person from securing, any position, nomination, confirmation, promotion, or change in compensation or position, within the state or local agency, upon consideration or condition that the vote or political influence or action of such person or another shall be given or used in behalf of, or withheld from, any candidate, officer, or party, or upon any other corrupt condition or consideration. This prohibition shall apply to urging or discouraging the individual employee's action.

§3205. Solicitation from other officers or employees.

- a) An officer or employee of a local agency shall not, directly or indirectly, solicit a political contribution from an officer or employee of that agency, or from a person on an employment list of that agency, with knowledge that the person from whom the contribution is solicited is an officer or employee of that agency.
- b) A candidate for elective office of a local agency shall not, directly or indirectly, solicit a political contribution from an officer or employee of that agency, or from a person on an employment list of that agency, with knowledge that the person from whom the contribution is solicited is an officer or employee of that agency.
- c) This section shall not prohibit an officer or employee of a local agency, or a candidate for elective office in a local agency, from requesting political contributions from officers or employees of that agency if the solicitation is part of a solicitation made to a significant segment of the public which may include officers or employees of that local agency.
- d) Violation of this section is punishable as a misdemeanor. The district attorney shall have all authority to prosecute under this section.

- e) For purposes of this section, the term “contribution” shall have the same meaning as defined in Section 82015.

§3205.5. Committee contributions or loans.

No one who holds, or who is seeking election or appointment to, any office shall, directly or indirectly, offer or arrange for any increase in compensation or salary for an employee of a state or local agency in exchange for, or a promise of, a contribution or loan to any committee controlled directly or indirectly by the person who holds, or who is seeking election or appointment to, an office. A violation of this section is punishable by imprisonment in a county jail for a period not exceeding one year, a fine not exceeding five thousand dollars (\$5,000), or by both that imprisonment and fine.

§3206. Participation in political activities while in uniform.

No officer or employee of a local agency shall participate in political activities of any kind while in uniform.

§3207. Local rules and regulations.

Any city, county, or city and county charter or, in the absence of a charter provision, the governing body of any local agency and any agency not subject to Section 19251 by establishing rules and regulations, may prohibit or otherwise restrict the following:

- a) Officers and employees engaging in political activity during working hours.
- b) Political activities on the premises of the local agency.

§3208. Further limitations prohibited.

Except as provided in Section 19990, the limitations set forth in this chapter shall be the only restrictions on the political activities of state employees.

§3209. Solicitation or receipt of funds to promote passage or defeat of ballot measures. Nothing in this chapter prevents an officer or employee of a state or local agency from soliciting or receiving political funds or contributions to promote the passage or defeat of a ballot measure which would affect the rate of pay, hours of work, retirement, civil service, or other working conditions of officers or employees of such state or local agency, except that a state or local agency may prohibit or limit such activities by its employees during their working hours and may prohibit or limit entry into governmental offices for such purposes during working hours.

SELECTED ELECTION CAMPAIGN LAWS

(California Elections Code)

Division 18. Penal Provisions

Chapter 3. Nomination of Candidates

§18200. Fictitious name to nomination petition.

Every person who subscribes to any nomination petition a fictitious name, or who intentionally subscribes thereto the name of another, or who causes another to subscribe a fictitious name to a nomination petition, is guilty of a felony and is punishable by imprisonment pursuant to subdivision (h) of Section 1170 of the Penal Code for 16 months or two or three years.

§18201. Defacing or destroying a nomination paper.

Any person who falsely makes or fraudulently defaces or destroys all or any part of a nomination paper, is punishable by a fine not exceeding one thousand dollars (\$1,000) or by imprisonment pursuant to subdivision (h) of Section 1170 of the Penal Code for 16 months or two or three years or by both the fine and imprisonment.

§18202. Deliberate failure to file nomination paper.

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 declaration of candidacy in his or her possession that is entitled to be filed under this code.

§18203. False declaration of candidacy.

Any person who files or submits for filing a nomination paper or declaration of candidacy knowing that it or any part of it has been made falsely is punishable by a fine not exceeding one thousand dollars (\$1,000) or by imprisonment pursuant to subdivision (h) of Section 1170 of the Penal Code for 16 months or two or three years or by both the fine and imprisonment.

§18204. Suppression of nomination paper.

Any person who willfully suppresses all or any part of a nomination paper or declaration of candidacy either before or after filing is punishable by a fine not exceeding one thousand dollars (\$1,000) or by imprisonment pursuant to subdivision (h) of Section 1170 of the Penal Code for 16 months or two or three years or by both the fine and imprisonment.

§18205. Consideration for a person to become or withdraw from becoming a candidate.

A person shall not directly or through any other person advance, pay, solicit, or receive or cause to be advanced, paid, solicited, or received, any money or other valuable consideration to or for the use of any person in order to induce a person not to become or to withdraw as a candidate for public office.

Violation of this section shall be punishable by imprisonment pursuant to subdivision (h) of Section 1170 of the Penal Code for 16 months or two or three years.

Chapter 4. Election Campaigns

Article 1. Campaign Literature

§18301. Printing of simulated sample ballots.

In addition to any other penalty, any person who prints or otherwise duplicates, or causes to be printed or duplicated, a simulated ballot or simulated sample ballot that does not contain the statement required by Section 20009 or that uses an official seal or insignia in violation thereof, is guilty of a misdemeanor.

§18302. Distribution of precinct polling place information.

Every person is guilty of a misdemeanor who knowingly causes to be mailed or distributed, or knowingly mails or distributes, literature to any voter that includes a designation of the voter's precinct polling place other than a precinct polling place listed for that voter in an official precinct polling list that constituted the latest official precinct polling list at sometime not more than 30 days prior to the mailing or distribution.

§18303. Mass mailing penal provisions.

Every person who violates Section 84305 of the Government Code relating to mass mailing is subject to the penal provisions set forth in Chapter 11 (commencing with Section 91000) of Title 9 of the Government Code.

Article 3. Deceptive Online Activities

§18320. "Political cyberfraud" defined.

- a) This act shall be known and may be cited as the "California Political Cyberfraud Abatement Act."
- b) It is unlawful for a person, with intent to mislead, deceive, or defraud, to commit an act of political cyberfraud.
- c) As used in this section:
 - 1) "Political cyberfraud" means a knowing and willful act concerning a political web site that is committed with the intent to deny a person access to a political web site, deny a person the opportunity to register a domain name for a political web site, or cause a person reasonably to believe that a political web site has been posted by a person other than the person who posted the web site, and would cause a reasonable person, after reading the web site, to believe the site actually represents the views of the proponent or opponent of a ballot measure. Political cyberfraud includes, but is not limited to, any of the following acts:
 - A) Intentionally diverting or redirecting access to a political web site to another person's web site by the use of a similar domain name, meta-tags, or other electronic measures.
 - B) Intentionally preventing or denying exit from a political web site by the use of frames, hyperlinks, mousetrapping, popup screens, or other electronic measures.
 - C) Registering a domain name that is similar to another domain name for a political web site.
 - D) Intentionally preventing the use of a domain name for a political web site by registering and holding the domain name or by reselling it to another with the intent of preventing its use, or both.
 - 2) "Domain name" means any alphanumeric designation that is registered with or assigned by any domain name registrar, domain name registry, or other domain registration authority as part of an electronic address on the Internet.
 - 3) "Political Web site" means a web site that urges or appears to urge the support or opposition of a ballot measure.

Article 4. Political Meetings

§18340. Threats, intimidations, or violence.

Every person who, by threats, intimidations, or unlawful violence, willfully hinders or prevents electors from assembling in public meetings for the consideration of public questions is guilty of a misdemeanor.

Article 5. Misrepresentation by Candidates

§18350. Misleading of voters; incumbency; public officer.

Every person is guilty of a misdemeanor who, with intent to mislead the voters in connection with his or her campaign for nomination or election to a public office or in connection with the campaign of another person for nomination or election to a public office, does either of the following acts:

- a) Assume, pretend, or imply, by his or her statements or conduct, that he or she is the incumbent of a public office when that is not the case.
- b) Assume, pretend, or imply, by his or her statements or conduct, that he or she is or has been acting in the capacity of a public officer when that is not the case.

Any violation of this section may be enjoined in a civil action brought by any candidate for the public office involved.

§18351. False statements in candidate statement; fine.

Any candidate in an election or incumbent in a recall election who knowingly makes a false statement of a material fact in a candidate's statement, prepared pursuant to Section 11327 or 13307, with the intent to mislead the voters in connection with his or her campaign for nomination or election to a nonpartisan office is punishable by a fine not to exceed one thousand dollars (\$1,000).

Article 6. Solicitation of Funds

§18360. Solicitation of funds.

Any person who violates Section 20201 is guilty of a misdemeanor.

§18361. Unauthorized use of candidate or committee name.

Upon the complaint of the affected candidate or committee, any person who violates Section 20202 or 20203 is guilty of a misdemeanor.

Article 7. Electioneering

§18370. Electioneering within 100 feet of a polling place.

No person, on election day, or at any time that a voter may be casting a ballot, shall, within 100 feet of a polling place, a satellite location under Section 3018, or an elections official's office:

- a) Circulate an initiative, referendum, recall, or nomination petition or any other petition.
- b) Solicit a vote or speak to a voter on the subject of marking his or her ballot.
- c) Place a sign relating to voters' qualifications or speak to a voter on the subject of his or her qualifications except as provided in Section 14240.
- d) Do any electioneering as defined by Section 319.5.

As used in this section, "100 feet of a polling place, a satellite location under Section 3018, or an elections official's office" means a distance 100 feet from the room or rooms in which voters are signing the roster and casting ballots. Any person who violates any of the provisions of this section is guilty of a misdemeanor.

§18371. Electioneering during vote by mail voting.

- a) No candidate or representative of a candidate, and no proponent, opponent, or representative of a proponent or opponent, of an initiative, referendum, or recall measure, or of a charter amendment, shall solicit the vote of a vote by mail voter, or do any electioneering, while in the residence or in the immediate presence of the voter, and during the time he or she knows the vote by mail voter is voting.
- b) Any person who knowingly violates this section is guilty of a misdemeanor.
- c) This section shall not be construed to conflict with any provision of the federal Voting Rights Act of

1965, as amended, nor to preclude electioneering by mail or telephone or in public places, except as prohibited by Section 18370, or by any other provision of law.

Chapter 6. Corruption of the Voting Process

Article 2. Corruption of Voters

§18520. Promise of employment.

A person shall not directly or through another person give, offer, or promise any office, place, or employment, or promise to procure or endeavor to procure any office, place, or employment to or for any voter, or to or for any other person, in order to induce that voter at any election to:

- a) Refrain from voting.
- b) Vote for any particular person.
- c) Refrain from voting for any particular person.

A violation of any of the provisions of this section shall be punishable by imprisonment pursuant to subdivision (h) of Section 1170 of the Penal Code for 16 months or two or three years.

§18521. Consideration for voting.

A person shall not directly or through any other person receive, agree, or contract for, before, during or after an election, any money, gift, loan, or other valuable consideration, office, place, or employment for himself or any other person because he or any other person:

- a) Voted, agreed to vote, refrained from voting, or agreed to refrain from voting for any particular person or measure.
- b) Remained away from the polls.
- c) Refrained or agreed to refrain from voting.
- d) Induced any other person to:
 - 1) Remain away from the polls.
 - 2) Refrain from voting.
 - 3) Vote or refrain from voting for any particular person or measure.

Any person violating this section is punishable by imprisonment pursuant to subdivision (h) of Section 1170 of the Penal Code for 16 months or two or three years.

§18522. Consideration for voting.

Neither a person nor a controlled committee shall directly or through any other person or controlled committee pay, lend, or contribute, or offer or promise to pay, lend, or contribute, any money or other valuable consideration to or for any voter or to or for any other person to:

- a) Induce any voter to:
 - 1) Refrain from voting at any election.
 - 2) Vote or refrain from voting at an election for any particular person or measure.
 - 3) Remain away from the polls at an election.

- b) Reward any voter for having:
 - 1) Refrained from voting.
 - 2) Voted for any particular person or measure.
 - 3) Refrained from voting for any particular person or measure.
 - 4) Remained away from the polls at an election.

Any person or candidate violating this section is punishable by imprisonment pursuant to subdivision (h) of Section 1170 of the Penal Code for 16 months or two or three years.

§18523. Bribery at election.

A person shall not directly or through any other person advance or pay, or cause to be paid, any money or other valuable thing to or for the use of any other person, with the intent that it, or any part thereof, shall be used in bribery at any election, or knowingly pay or cause to be paid any money or other valuable thing to any person in discharge or repayment of any money, wholly or in part, expended in bribery at any election.

Any person violating this section is punishable by imprisonment pursuant to subdivision (h) of Section 1170 of the Penal Code for 16 months or two or three years.

Article 3. Intimidation of Voters

§18540. Compelling another in voting.

- a) Every person who makes use of or threatens to make use of any force, violence, or tactic of coercion or intimidation, to induce or compel any other person to vote or refrain from voting at any election or to vote or refrain from voting for any particular person or measure at any election, or because any person voted or refrained from voting at any election or voted or refrained from voting for any particular person or measure at any election is guilty of a felony punishable by imprisonment pursuant to subdivision (h) of Section 1170 of the Penal Code for 16 months or two or three years.
- b) Every person who hires or arranges for any other person to make use of or threaten to make use of any force, violence, or tactic of coercion or intimidation, to induce or compel any other person to vote or refrain from voting at any election or to vote or refrain from voting for any particular person or measure at any election, or because any person voted or refrained from voting at any election or voted or refrained from voting for any particular person or measure at any election is guilty of a felony punishable by imprisonment pursuant to subdivision (h) of Section 1170 of the Penal Code for 16 months or two or three years.

§18541. Solicitation dissuading persons from voting.

- a) No person shall, with the intent of dissuading another person from voting, within 100 feet of a polling place, do any of the following:
 - 1) Solicit a vote or speak to a voter on the subject of marking his or her ballot.
 - 2) Place a sign relating to voters' qualifications or speak to a voter on the subject of his or her qualifications except as provided in Section 14240.
 - 3) Photograph, video record, or otherwise record a voter entering or exiting a polling place.
- b) Any violation of this section is punishable by imprisonment in a county jail for not more than 12 months, or in the state prison. Any person who conspires to violate this section is guilty of a felony.

- c) For purposes of this section, 100 feet means a distance of 100 feet from the room or rooms in which voters are signing the roster and casting ballots.

§18542. Pay envelopes may not contain political material.

Every employer, whether a corporation or natural person, or any other person who employs, is guilty of a misdemeanor if, in paying his or her employees the salary or wages due them, encloses their pay in pay envelopes upon which or in which there is written or printed the name of any candidate or any political mottoes, devices, or arguments containing threats, express or implied, intended or calculated to influence the political opinions or actions of the employees.

§18543. Challenge without probable cause.

- a) Every person who knowingly challenges a person's right to vote without probable cause or on fraudulent or spurious grounds, or who engages in mass, indiscriminate, and groundless challenging of voters solely for the purpose of preventing voters from voting or to delay the process of voting, or who fraudulently advises any person that he or she is not eligible to vote or is not registered to vote when in fact that person is eligible or is registered, or who violates Section 14240, is punishable by imprisonment in the county jail for not more than 12 months or in the state prison.
- b) Every person who conspires to violate subdivision (a) is guilty of a felony.

Article 4. Corruption of Voting

§18560. Fraudulent voting.

Every person is guilty of a crime punishable by imprisonment pursuant to subdivision (h) of Section 1170 of the Penal Code for 16 months or two or three years, or in a county jail not exceeding one year, who:

- a) Not being entitled to vote at an election, fraudulently votes or fraudulently attempts to vote at that election.
- b) Being entitled to vote at an election, votes more than once, attempts to vote more than once, or knowingly hands in two or more ballots folded together at that election.
- c) Impersonates or attempts to impersonate a voter at an election.

Division 20. Election Campaigns

Chapter 3. Campaign Funds

Article 1. Solicitation

§20200. “Person” definition.

As used in this article “person” includes a firm, association, corporation, campaign committee or organization.

§20201. Solicitation of funds.

It is unlawful for any person that includes in any part of its name the name of any political party that was qualified to participate in the last preceding primary election, to directly or indirectly solicit funds for any purpose whatsoever upon the representation either express or implied that the funds are being solicited for the use of that political party unless that person shall have previously obtained the written consent of one of the following: a member of the national committee from California or the majority of the members of the national committee if there are more than two national committee members from California, chairman of the state central committee, executive committee of the state central committee, or executive committee of the county central committee of the party whose name is being used in the county in which the solicitation is to be made. If the county central committee of the party in that county does not have an executive committee, the written consent of the chairman and secretary of that county central committee is sufficient.

All persons soliciting funds in accordance with this section shall be furnished with adequate credentials bearing the name of the solicitor and a copy of the written consent that bears the signature of the person authorizing the solicitation.

§20202. Authorization to use candidate or committee name.

It is unlawful for any person who solicits funds for the purpose of supporting or promoting any candidates or committees to include in any part of its name the name of that candidate or committee unless that person shall have previously obtained the authorization of the candidate or committee or the candidate’s or committee’s designated agent to use the candidate’s or committee’s name in the name of that person.

Authorization by a candidate or committee shall not be construed as rendering the person soliciting funds a controlled committee as defined by Section 82016 of the Government Code.

§20203. Notice of non authorization to be included in fundraising communication.

Any person who solicits or receives contributions on behalf of any candidate or committee for the purported and exclusive use of that committee or the candidate’s election campaign and who is not authorized by the candidate or committee or the candidate’s or committee’s designated agent to do so, shall include a notice in any fundraising communication, whether through any broadcasting station, newspaper, magazine, printed literature, direct mailing, or any other type of general public advertising, or through telephone or individual oral fundraising appeal, clearly and conspicuously stating that the person is not authorized by the candidate or committee and that the candidate or committee is not responsible for the actions of that person.

POLITICAL SIGNS

The placement of political signs is subject to regulation by the cities, county and state.

CITY

Consult the appropriate City Clerk for information concerning local sign ordinances.

COUNTY

The Ventura County Ordinance only regulates signs placed in the unincorporated areas of the county. You are encouraged to read it and if you have any questions relating to political signs, the staff of the Planning Department of Ventura County will be happy to assist you. They can be reached at 654-2488 or 654-2451.

COUNTY SIGNS - STANDARDS AND PERMITS

County of Ventura Planning Code, Chapter 8, states:

§8110-6.8 - Political Signs

The purpose of this section is to prevent damage to Public property, protect the integrity of the electoral process and prevent the erosion of aesthetic quality and historic values within the County. It is specifically recognized that if temporary political signs on private property are not removed after the election is held, the deteriorating signs and accumulating debris become a blight, defacing the landscape. It is therefore an intent of this Article to make provision for the erection and removal of such signs after the election which they publicized has been held.

§8110-6.8.1 - Political Signs on Private Property

No temporary political sign face shall exceed thirty-two (32) square feet in area. The aggregate area of all temporary signs placed or maintained on any lot in one ownership shall not exceed ninety-six (96) square feet.

§8110-6.8.2 - Political Sign Registration

In order to keep track of the placement of temporary political signs to assure removal subsequent to an election, such signs shall be registered with the Planning Department by the candidate or his or her registered agent, or, when a ballot proposition is involved, by an authorized agent of the group or organization sponsoring the signs, prior to the distribution of such signs for the attachment or installation on any property. Registration of political signs shall be on forms available in the Planning Department and shall be accompanied by an agreement signed by the candidate or his or her authorized agent, or when a ballot proposition is involved, by an authorized agent of the group or organization sponsoring the signs, that within ten calendar days after the election all political signs shall be removed, and a certified statement by the registrant that consent will be obtained from each owner of the property on which a sign is to be posted.

§8110-6.8.3 - Location

Political signs may not be affixed, installed, or erected within 100 feet of a polling place or historic site, nor within the right of way of any highway, nor within 660 feet of the edge of a "Scenic Highway" or landscaped freeway, nor in any location where the sign will impair sight distance or create a hazard to traffic or pedestrians, nor on any telephone pole, lamppost, tree, wall, fence, bridge, bench, hydrant, curbstone, sidewalk or other structure in or upon any public right-of-way, nor upon any other public property.

§8110-6.8.4 - Time Frames

Temporary political signs shall not be posted sooner than 90 days prior to a scheduled election administered by the County Elections Department. Said signs shall be removed within 10 days after the election.

§8110-6.8.5 - Enforcement

Except for signs remaining posted after the post-election deadline, any political sign not posted in accordance with the provisions of this Article shall be deemed to be a public nuisance and shall be subject to removal by the candidate, property owner, or, when a ballot proposition is involved, the authorized agent of the group or organization sponsoring the sign or, upon their failure to do so after reasonable attempt at notice by the County, by County officers or zoning inspectors. Any political sign which is not removed within the specified period following an election shall be subject to summary removal and confiscation by the County.

STATE

As noted in the following letter from the State Department of Transportation, political signs within view of State or County highways are subject to the provisions of the Outdoor Advertising Act. The Division of Highways is prepared to answer questions about state regulation of campaign signs, call (916) 654-4790.



NOTICE TO ALL POLITICAL CANDIDATES

POLITICAL CAMPAIGN SIGNS AND ADVERTISING IN COUNTY ROAD RIGHT OF WAY

Watershed Protection District
Norma J. Camacho, Director

Transportation Department
David L. Fleisch, Director

Engineering Services Department
Phillip L. Nelson, Director

Water & Sanitation Department
R. Reddy Pakala, Director

Central Services Department
Janice E. Turner, Director

As we enter into the election season, it is appropriate to remind all candidates that it is a violation of the County Encroachment Ordinance (Division 12 of the Ventura County Ordinance Code) to place political campaign or other such advertisements or endorsements in the County road right-of-way. This includes the center medians, sidewalk or paths, and the portion of the County road right-of-way immediately adjacent to the pavement. (Note: The County Encroachment Ordinance applies only to the unincorporated area of the County; however, most cities have similar ordinances).

Similarly, it is a violation to place such campaign signs or other such advertisements on official traffic signs, public utility poles, or other improvements located in the County road right-of-way.

When placing any advertisements, banners, or signs on private property, please make sure that you obtain the property owner's permission. Also, please make sure these signs or banners do not interfere with motorist sight distance or pedestrian use of the right-of-way, including sidewalks and the like.

Public Works Agency does not have the resources to enforce all violations of the Encroachment Ordinance. However, if we observe them or receive notifications, we will try to notify you first and give you the opportunity to move the item. If the encroachment obstructs or interferes with the public's safe use of the right-of-way, we may have to immediately remove any such encroachment without notifying you.

We felt you would want to be aware of this Ordinance to make sure you and your supporters comply with the County's rules and regulations regarding political campaign signs and advertising. It would also be appreciated if as soon as possible after the election is over - win or lose - that all of your signs and/or banners were removed. We all take pride in the appearance of our County.

Should you have any questions, please feel free to contact me.

David Fleisch
Director
Transportation Department



(805) 654-2077, david.fleisch@ventura.org

In County road right-of-way



Hall of Administration L # 1600
800 S. Victoria Avenue, Ventura, CA 93009 • (805) 654-2018 • FAX (805) 654-3952 • <http://publicworks.countyofventura.org>



DEPARTMENT OF TRANSPORTATION

DIVISION OF TRAFFIC OPERATIONS
OUTDOOR ADVERTISING BRANCH

Dear Candidate or Committee Member:

As a candidate or campaign worker for either office or a ballot measure, this reminder about State law governing campaign signs should be helpful to you.

Section 5405.3 of the State Outdoor Advertising Act exempts the placing of Temporary Political Signs from normal outdoor advertising display requirements.

A Temporary Political Sign meets the following criteria:

- A. Encourages a particular vote in a schedule election.
- B. Is placed no sooner than 90 days prior to the schedule election and is removed within 10 days after that election.
- C. Is no larger than 32 square feet.
- D. Has had a Statement of Responsibility filed with the Department certifying a person who will be responsible for removing the sign (Attached).

A completed Statement of Responsibility must be submitted to:

Division of Traffic Operations
Outdoor Advertising Program
P.O. Box 942874, MS-36
Sacramento, CA 94274-0001

Temporary Political Signs shall not be placed within the right-of-way of any highway, or be visible within 660 feet from the edge of the right-of-way of a classified "Landscaped freeway".

State law directs the Department of Transportation to remove unauthorized Temporary Political Signs and bill the responsible party for their removal. We are calling these provisions to your attention to avoid possible embarrassment or inconvenience to you and your supporters. Please share this information with those assisting in your campaign.

Should you have any questions, comments or need additional information, please call (916) 651-9327.

Enclosure

DEPARTMENT OF TRANSPORTATIONDIVISION OF TRAFFIC OPERATIONS
OUTDOOR ADVERTISING BRANCH**STATEMENT OF RESPONSIBILITY FOR TEMPORARY POLITICAL SIGNS**

Election Date: _____ June _____ November Other: _____

Candidate's Name: _____

Office sought or Proposition Number: _____

County where sign(s) will be placed: _____

Number of signs to be placed: _____

RESPONSIBLE PARTY:

Name: _____

Address: _____

Phone Number (Include Area Code) _____

The undersigned hereby accepts responsibility for the removal of Temporary Political Signs placed pursuant to §5405.3 of the Outdoor Advertising Act for the above candidate or proposition.

It is understood and agreed that any Temporary Political Signs placed not sooner than ninety (90) days prior to the election and/or not removed within ten (10) days after the election, may be removed by the Department and the responsible party will be billed for any associated removal costs.

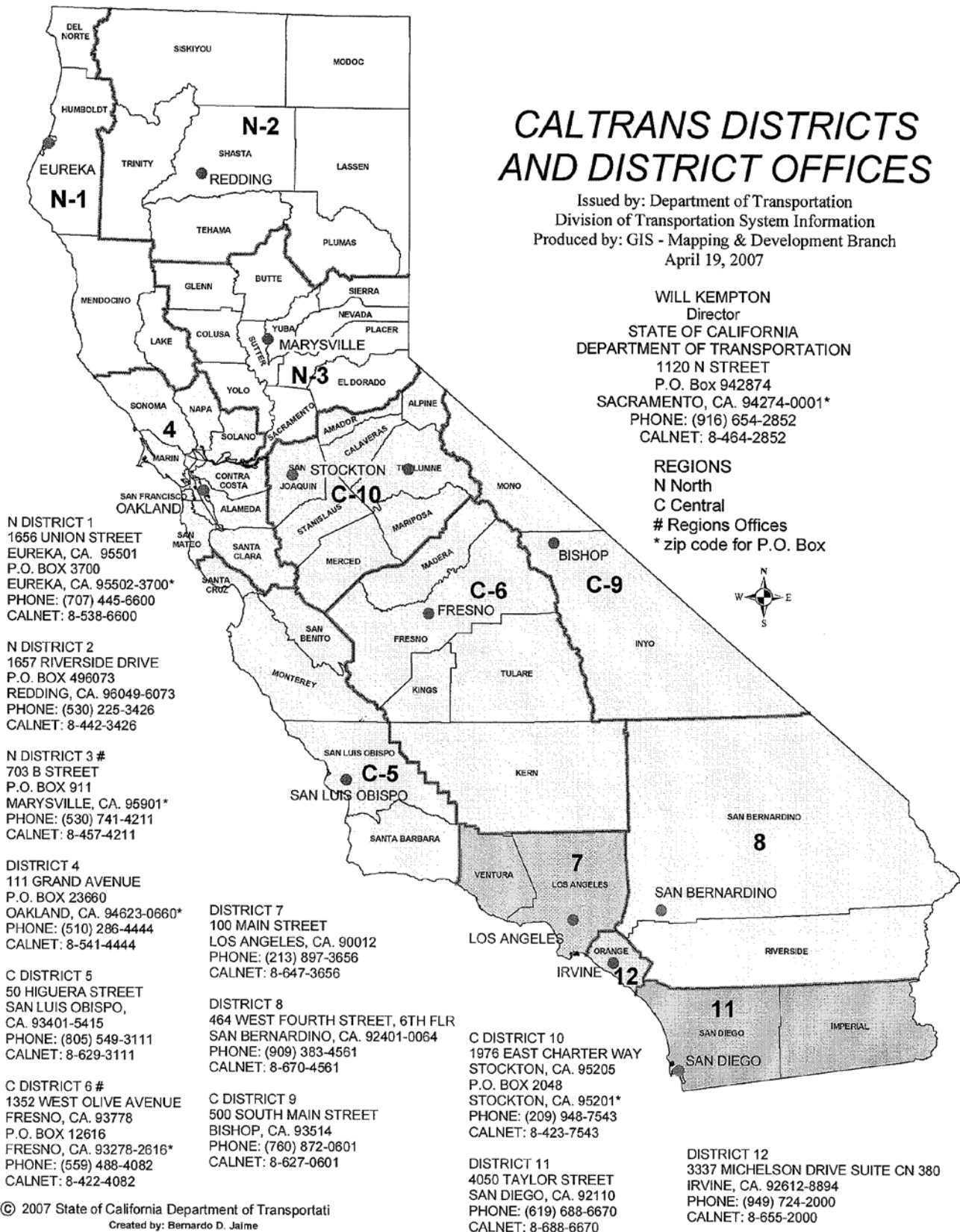
SIGNATURE OF RESPONSIBLE PARTY_____
DATE**Mail Statement of Responsibility to:**Division of Traffic Operations
Outdoor Advertising Program
P.O. Box 942874, MS-36
Sacramento, CA 94274-0001

CALTRANS DISTRICTS AND DISTRICT OFFICES

Issued by: Department of Transportation
Division of Transportation System Information
Produced by: GIS - Mapping & Development Branch
April 19, 2007

WILL KEMPTON
Director
STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION
1120 N STREET
P.O. Box 942874
SACRAMENTO, CA. 94274-0001*
PHONE: (916) 654-2852
CALNET: 8-464-2852

REGIONS
N North
C Central
Regions Offices
* zip code for P.O. Box



FAIR POLITICAL PRACTICES COMMISSION* (FPPC)

Advice / Assistance

428 J Street, Suite 620
Sacramento, CA 95814

(866) 275-3772
(916) 322-5660
FAX: (916) 322-0886
Web: www.fppc.ca.gov

Enforcement Division (To report violations).....(800) 561-1861

FEDERAL ELECTION COMMISSION (FEC)**

999 E. St. N.W.
Washington, D.C. 20463
(800) 424-9530
TDD (202) 219-3336
Web: www.fec.gov

U.S. ELECTION ASSISTANCE COMMISSION (EAC)

1225 New York Avenue N.W., Suite 1100
Washington, D.C. 20005
(202) 566-3100
(866) 747-1471
FAX: (202) 566-3127
Web: www.eac.gov

CALIFORNIA STATE ATTORNEY GENERAL

1300 I Street, #125
Sacramento, CA 95814
(916) 445-9555

Or

300 South Spring Street, Suite 1700
Los Angeles, CA 90013
(213) 897-2000

VENTURA COUNTY DISTRICT ATTORNEY

Hall of Justice
800 South Victoria Avenue
Ventura, CA 93009
(805) 654-2500

*Non-Federal Candidates

**Federal Candidates

ELECTION CALENDAR

Presidential General Election – November 6, 2012

**July 2
E – 127**

DELIVER RESOLUTION, NOTICE OF ELECTION AND A MAP OF THE DISTRICT

Last day for the District Secretary to deliver to the County Elections Division, a resolution specifying services requested a notice containing:

- 1) Elective offices to be filled,
- 2) Whether the candidate's statement shall be limited to 200 or 400 words,
- 3) Whether the candidate or the district will bear the cost of the statement.

The District Secretary shall also deliver a map showing the boundaries of the district and of the divisions, if any, and a statement indicating in which division a director is to be elected and whether any elective office is to be elected at large. (Elections Code §§1002, 10509, 10522)

**July 2
E – 127**

DEADLINE FOR BALLOT MEASURES

Last day for county, cities, districts, and schools to request consolidation to place a measure on the ballot with arguments for and against, based on the time reasonably necessary to prepare and print Sample Ballot Pamphlets. (Elections Code §9316)

**July 2
E – 127**

FORMAL NOTICE OF ELECTION (SCHOOL DISTRICTS)

Last day for the County Superintendent of Schools to deliver the order of election and formal notice of election to the county elections official. (Education Code §5324)

**July 9
E – 120**

PUBLISH NOTICE OF ELECTION

The county elections official shall publish the notice of election and central counting place, notice of random selection of precincts for manual tally and the date fixed to submit arguments for an against a measure. Measures to County Counsel (or City Attorney) for Impartial Analysis.

The elections official shall issue a general press release providing filing procedures. (Elections Code §§9163, 9502, 12109, 12112; Education Code §5363; Government Code §6061)

City measures shall include a synopsis of the measure. (Elections Code §12111; Government Code §6061)

For each school or special district, the County Elections Official shall deliver a copy of all published notices to the district secretary which notice shall be posted at the district office. (Elections Code §12113)

**July 16
through
August 10
E – 113-88**

**NOMINATION PERIOD
SPECIAL DISTRICTS and SCHOOL DISTRICTS**

Between these dates, nomination documents may be obtained from the County Elections Division, Hall of Administration, 800 South Victoria Avenue, Ventura, or from the District office.

Nomination documents shall be filed no later than 5:00 p.m. on August 10, 2012, with the County Elections Division.

(Elections Code §§10510, 10603)

**July 16
through
August 10
E – 113-88**

STATEMENT OF ECONOMIC INTERESTS

All Candidates seeking offices designated by Government Code §87200 must file a statement disclosing his/her investments and interests in real property at the time the declaration of candidacy is filed and any income received during the immediately preceding 12 months. Such statement is not required if the candidate has filed, within 60 days prior to the filing of his/her Declaration of Candidacy, a statement for the same jurisdiction.

(Government Code §§87200, 87201, 87500)

**July 16
E – 113**

CANDIDATES' STATEMENTS

During this period, candidates may prepare a statement (not to exceed the number of words authorized by the district board) to be mailed along with the sample ballot. The statement shall be filed with the nomination documents at the County Elections Division no later than the last day to file nomination documents.

(Elections Code §§10540, 13307)

**July 24
through
August 2
E – 105-96**

BALLOT MEASURE ARGUMENTS

Between these dates arguments for or against any measure may be filed with the County Elections Division.

(Elections Code §§9163, 9502)

**August 3
through
August 12
E – 95-86**

BALLOT MEASURE REBUTTAL ARGUMENT

Between these dates authors of arguments for or against any measure may be filed with the County Elections Division.

(Elections Code §§9167, 9504)

**August 10
(5:00 P.M.)
E – 88**

NOMINATION DOCUMENTS (LAST DAY)

Last day for candidates to file nomination documents with the County Elections Division.

(Elections Code §§10510, 10603)

CANDIDATE WITHDRAWAL

No candidate whose declaration of candidacy or nomination petition has been filed may withdraw after this date.

(Elections Code §§10510, 10603 (b))

**August 13
through
August 22
E – 85-78**

PUBLIC EXAMINATION PERIOD

During the 10 day period immediately following the filing deadline for submission of those materials, the election official shall make available for public examination a copy of the election materials relating to local measures that will appear on the Presidential General Election ballot. The materials shall include the text of the proposed measure, impartial analysis, arguments for, against, and rebuttals.

(Elections Code §§9295, 9380, 9509)

**August 11
through
August 15
E – 87-83**

EXTENSION IF INCUMBENT DOES NOT FILE

If nomination documents for an incumbent are not filed with the County Elections Division by 5:00 p.m. on the last day of filing, the nomination period shall be extended until Wednesday, August 15, 2012, 5:00 p.m., for candidates other than the incumbent. (Not applicable if there is no incumbent to be elected.) (Elections Code §§10516,10604)

**August 15
(5:00 P.M.)
E – 83**

**FILE PETITION TO HOLD ELECTION
(SCHOOL DISTRICT & SPECIAL DISTRICT ELECTIONS)**

Last day to file a petition signed by 10% or 50 voters (whichever is smaller in number) in the district, trustee area, or division, requesting that an election be held if nominees do not exceed offices to be filled.

(Elections Code §10515; Education Code §5326)

**August 15
(5:00 P.M.)
E – 83**

APPOINTMENT – NO ELECTION (SCHOOL DISTRICTS)

If a petition to hold an election has not been filed with the County Elections Division by this date, the qualified person or persons nominated shall be seated at the organizational meeting of the governing board or if no person has been nominated, the governing board shall appoint a qualified person or persons at a meeting prior to the day fixed for election.

(Education Code §§5326, 5328)

**August 15
(5:00 P.M.)
E - 83**

NOTICE OF APPOINTMENT (SCHOOL DISTRICTS)

After this date, if no one has been nominated to the office, the governing board shall publish a notice of appointment stating that the governing board intends to make an appointment and the procedures for applying for the office.

(Education Code §5328.5)

**August 15
(5:00 P.M.)
E – 83**

APPOINTMENT - NO ELECTION (SPECIAL DISTRICTS)

If a petition to hold an election has not been filed with the governing body by this date, the county elections official shall submit a certificate to the Board of Supervisors requesting appointment of those nominated or if no person has been nominated, appointment of any qualified person or persons.

Appointments shall be made prior to December 3, 2012, the Monday before the 1st Friday in December.

(Elections Code §10515)

**August 16
(11:00 A.M.)
E – 82**

RANDOM ALPHA DRAWING

County elections official draws random alphabet to determine order of candidates on ballot for assembly districts shared with other counties. Secretary of State draws random alphabet to determine order of other candidates who will appear on the ballot.

(Elections Code §§13111-13112 (b))

**September 10
through
October 23
(5:00 P.M.)
E – 57-14**

WRITE- IN CANDIDATE DECLARATION

Period for Write-In candidates to file a statement of Write-In candidacy and nomination papers with the elections official, County Elections Division.

(Elections Code §§8600-8601)

**September 27
through
October 16
E – 40-21**

MAIL SAMPLE BALLOTS

Not more than 40 or less than 21 days preceding the election, the County Elections Official shall mail sample ballots. The mailing must be completed by October 16, 2012.

(Elections Code §13303)

October 5
E – 30
Fixed By Law

1ST PRE-ELECTION CAMPAIGN STATEMENT DEADLINE

Last day to file campaign financial disclosure statement for candidates and committees for the period beginning on the day after the closing date of the last statement filed, or January 1, if no previous statement has been filed, and ending September 30, 2012. (Government Code §84200.7 (b) (1))

October 25
E – 12

2ND PRE-ELECTION CAMPAIGN STATEMENT DEADLINE

Last day to file campaign financial disclosure statements for candidates and committees, if required, for the period beginning October 1 and ending October 20, 2012.

Sent by guaranteed overnight mail or delivered in person. A postmark will not be sufficient. (Government Code §84200.8 (b))

October 8
through
October 30
E – 29-7

VOTE BY MAIL APPLICATIONS

Between these dates, any registered voter may apply to the county elections official for a Vote By Mail ballot. Applications received before October 8, 2012, shall be held and processed during this application period.

(Elections Code §§3001, 3003)

A request for a Vote By Mail ballot after the period for requesting by mail must be done in a written statement, signed under penalty of perjury, and may authorize a representative to deliver said ballot to voter.

(Elections Code §3021)

October 21
through
November 5 30
E – 16-1

24 HOUR REPORTING

During this period, any contribution received or independent expenditure made of \$1,000 or more must be reported within 24 hours via personal delivery, guaranteed deliver or fax.

(Government Code §§84203-84204)

October 22
E –15

REGISTRATION CLOSES

Last day to register to vote for this election.

(Elections Code §2107)

October 30
E – 7

VOTE BY MAIL BALLOTS – DEADLINE TO MAIL

Last day to request a Vote By Mail ballot by mail.

(Elections Code §3001)

October 31
through
November 6
E – 6-1

VOTE BY MAIL BALLOTS – LATE CONDITIONS

Between these dates, any voter may apply in writing or in person for a Vote By Mail ballot if he/she will be absent or unable to go to the polls on Election Day. The voter may designate any authorized representative to obtain and return the Vote By Mail ballot.

(Elections Code §3021)

November 6
Election Day

VOTE BY MAIL BALLOTS RETURNED

Last day county elections official may receive Vote By Mail ballots cast by mail or in person. Vote By Mail ballots must be received by 8:00 p.m. at any polling place in the county.

(Elections Code §§3017, 3020)

November 6
Election Day

ELECTION DAY

Polls open 7:00 a.m. and close 8:00 p.m.

(Elections Code §§1304,10541,14212, Education Code §5000)

**November 8
E + 2**

CANVASS ELECTION RETURNS

Last day County Election Officials may commence official canvass; deadline to complete is 28 days after the election, December 4, 2012.

(Elections Code §§10547,15301)

**November 26
E + 20**

Last day for the Board of Supervisors to appoint, if no election is held, the person nominated or, if no person has been nominated, any qualified person or persons. Board of Supervisors' agenda requires paperwork by November 20, 2012.

(Elections Code §10515)

**January 31,
2013**

SEMI-ANNUAL CAMPAIGN STATEMENT DEADLINE

Last day to file semi-annual campaign financial disclosure statement, if required, by all candidates and committees for the period ending December 31, 2012.

(Government Code §84200 (a))

2012

JANUARY

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29	30	31				

FEBRUARY

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MARCH

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APRIL

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MAY

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JUNE

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JULY

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29	30	31				

AUGUST

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26	27	28	29	30	31	

SEPTEMBER

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30						

OCTOBER

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28	29	30	31			

NOVEMBER

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DECEMBER

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NOTES