

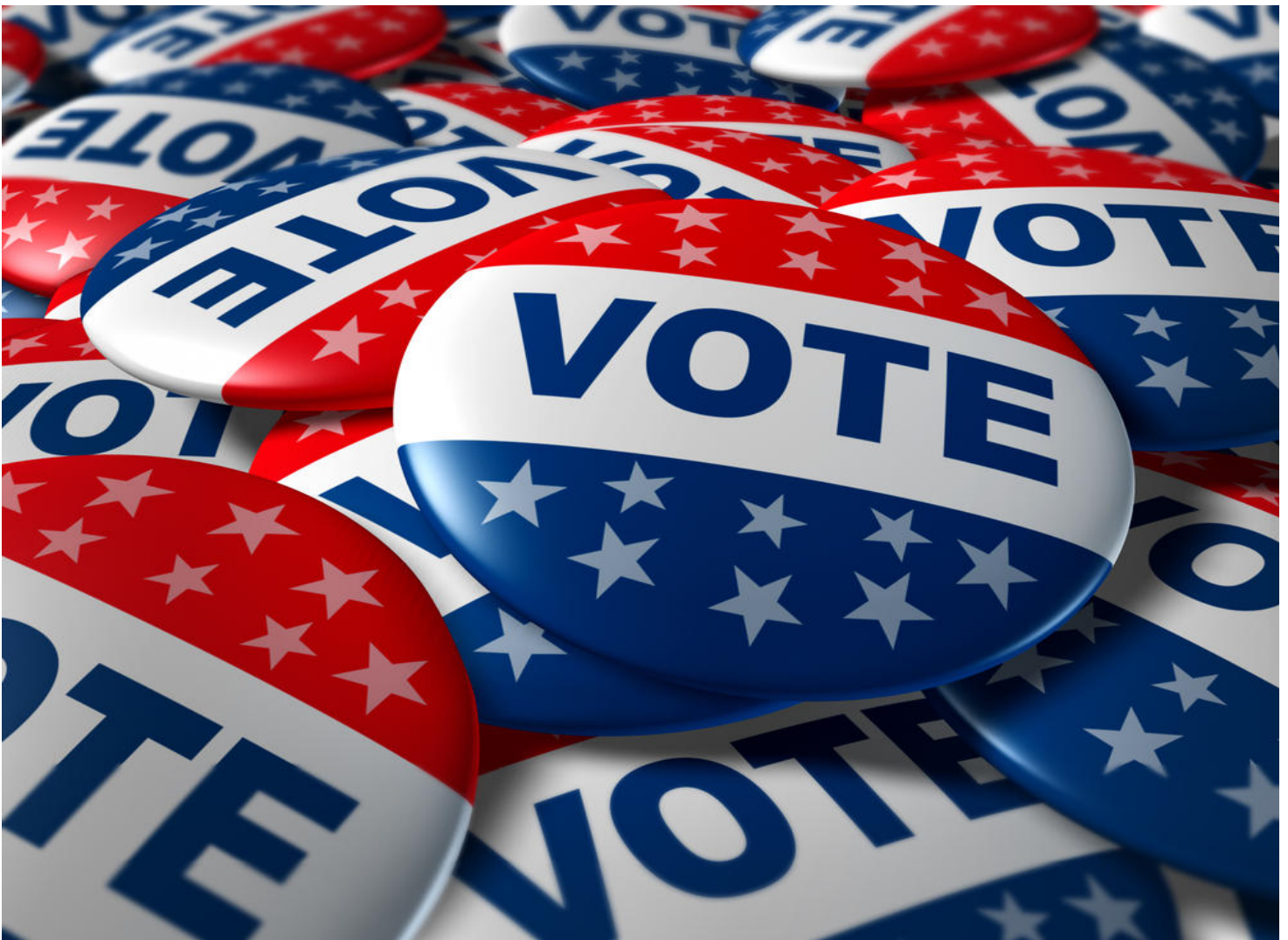
CANDIDATE HANDBOOK

&

ELECTION CALENDAR

STATEWIDE DIRECT PRIMARY ELECTION
JUNE 5, 2018

MARIPOSA COUNTY CLERK
REGISTRAR OF VOTERS
4982 10TH STREET
P O Box 247
MARIPOSA, CA 95338
(209) 966-2007
FAX (209) 966-6496



I M P O R T A N T

THE 2018 CANDIDATE'S HANDBOOK FOR THE PRIMARY ELECTION IS INTENDED TO PROVIDE GENERAL INFORMATION FOR CANDIDATES AND COMMITTEES, AND DOES NOT HAVE THE FORCE AND EFFECT OF LAW, REGULATION OR RULE. IT IS DISTRIBUTED WITH THE UNDERSTANDING THAT THE REGISTRAR OF VOTERS OF THE COUNTY OF MARIPOSA IS NOT RENDERING LEGAL ADVICE, AND THEREFORE, THE HANDBOOK IS NOT TO BE A SUBSTITUTE FOR LEGAL COUNSEL FOR THE INDIVIDUAL, ORGANIZATION OR CANDIDATE USING IT.

THE REGISTRAR OF VOTERS STRONGLY RECOMMENDS THAT ANY PROSPECTIVE CANDIDATE OBTAIN LEGAL ADVICE TO ASSIST IN COMPLYING WITH APPLICABLE CALIFORNIA LAWS, INCLUDING THE CALIFORNIA ELECTIONS CODE AND CALIFORNIA GOVERNMENT CODE.

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Keith M. Williams
Treasurer – Tax Collector and
County Clerk

Treasurer (209) 966-2830 - Tax Collector (209) 966-2621 - County Clerk / Registrar of Voters (209) 966-2007 - Fax (209) 966-6496

Dear Candidate,

Welcome to the electoral process. My goal is to make this experience a positive one for you regardless of the outcome.

The Mariposa Elections Department is dedicated to help all qualified candidates get their names printed on the ballot and to ensure that the election is conducted fairly and accurately in compliance with the State of California's election code.

For many candidates the process of running for office can be confusing. We offer this candidate handbook as a guide through the process. However, please keep in mind that this handbook is for general information only and does not carry the force and effect of law, regulation or rule. In case of any conflict, the law, regulation or rule will be the definitive answer. Candidates and others using this handbook bear full responsibility to make their own determinations as to all legal standards and duties.

The best advice I can offer any candidate is to file early. The filing deadlines are rigid, and if one waits until the last moment to file a document and it contains errors or omissions, the right to appear on the ballot may be lost. However, if you file early, many errors can be corrected in time to comply with all deadlines.

I hope you find this handbook useful, and, of course, do not hesitate to contact my staff or me with any questions you may have.

Sincerely,

Keith M. Williams

Keith M. Williams
Registrar of Voters

IMPORTANT CONTACT INFORMATION

MARIPOSA COUNTY REGISTRAR OF VOTERS

GENERAL INFORMATION.....(209) 966-2007
FAX.....(209) 966-6496
WEBSITE.....www.mariposacounty.org/elections

OFFICE OF THE SECRETARY OF STATE

ELECTIONS DIVISION..... (916) 657-2166
FAX..... (916) 653-3214
POLITICAL REFORM DIVISION..... (916) 653-6224
FAX..... (916) 653-5045
WEBSITE..... www.sos.ca.gov

FAIR POLITICAL PRACTICES COMMISSION

TECHNICAL ASSISTANCE DIVISION.....(866) 275-3772
FAX.....(916) 322-0886
WEBSITE.....www.fppc.ca.gov

STATE FRANCHISE TAX BOARD

AUTOMATED INFORMATION.....(800) 338-0505
WEBSITE.....www.ftb.ca.gov

FEDERAL ELECTION COMMISSION.....(800) 424-9530

WEBSITE.....www.fec.gov

GENERAL QUALIFICATIONS FOR PUBLIC OFFICE

➤ **Government Code §24001**

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 the nomination papers are issued to the person or at the time of the person's appointment.

➤ **Government Code §1020**

A person is incapable of holding a civil office if at the time of his/her election or appointment, he/she is not 18 years of age and a citizen of the State.

➤ **Government Code §1021**

A person is disqualified from holding any office upon conviction of designated crimes as specified in the Constitution and laws of the State.

**OFFICES SCHEDULED FOR ELECTION
JUNE 5, 2018**

| <u>County Supervisors</u> | <u>Incumbent</u> |
|--|-------------------------|
| District 1 – Full 4 year term | Rosemarie Smallcombe |
| District 3 – Full 4 year term | Marshall Long |
| <u>District Attorney</u> | <u>Incumbent</u> |
| Full 4 year term | Thomas Cooke |
| <u>Sheriff/Coroner</u> | <u>Incumbent</u> |
| Full 4 year term | Doug Binnewies |
| <u>Assessor/Recorder</u> | <u>Incumbent</u> |
| Full 4 year term | Brent Joseph |
| <u>Treasurer/Tax Coll./County Clerk</u> | <u>Incumbent</u> |
| Full 4 year term | Keith M. Williams |
| <u>Auditor</u> | <u>Incumbent</u> |
| Full 4 year term | Debbie Isaacs |
| <u>Superintendent of Schools</u> | <u>Incumbent</u> |
| Full 4 year term | Robin Hopper |
| <u>Superior Court Judge</u> | <u>Incumbent</u> |
| Office No. 1 – Full 6 year term | Dana Walton |

STATE AND FEDERAL OFFICES SCHEDULED FOR ELECTION

- **United States Representative
4th Congressional District**
- **United States Senator**
- **California State Assembly
5th Assembly District**
- **California State Senate
8th Senatorial District**

CANDIDATE QUALIFICATIONS AND INFORMATION

COUNTY SUPERVISOR Districts 1 and 3

TERM OF OFFICE

County Supervisors are elected to a 4 year term. Elected officers take office on the first Monday in January following the General Election at noon.

QUALIFICATIONS

A candidate for County Supervisor must be a registered voter, a resident in the county and district in which elected for at least 30 days immediately preceding the deadline for filing nomination papers for the office, and shall reside in the district during his/her incumbency. (GC 25041)

DISTRICT ATTORNEY

TERM OF OFFICE

The District Attorney is elected to a 4 year term. Elected officers take office on the first Monday in January following the General Election at noon.

QUALIFICATIONS

GC §24001. Except as otherwise provided in Sections 27550.1 and 27641.1 or in this section, or in Section 21123 or 34711 of the Water Code, or in any landowner voting district, as defined in paragraph (8) of subdivision (b) of Section 10500 of the Elections Code, a person is not eligible to a county or district office, unless he or she is a registered voter of the county or district in which the duties of the office are to be exercised at the time that nomination papers are issued to the person or at the time of the appointment of the person.

GC §24002. A person is not eligible to the office of district attorney unless he has been admitted to practice in the Supreme Court of the State

SHERIFF/CORONER/PUBLIC ADMINISTRATOR

TERM OF OFFICE

The Sheriff/Coroner/Public Administrator is elected to a 4 year term. Elected officers take office on the first Monday in January following the General Election at noon.

QUALIFICATIONS

GC 24004.3. (a) No person is eligible to become a candidate for the office of sheriff in any county unless, at the time of the final filing date for election, he or she meets one of the following criteria:

(1) An active or inactive advanced certificate issued by the Commission on Peace Officer Standards and Training.

(2) One year of full-time, salaried law enforcement experience within the provisions of Section 830.1 or 830.2 of the Penal Code at least a portion of which shall have been accomplished within five years prior to the date of filing, and possesses a master's degree from an accredited college or university.

(3) Two years of full-time, salaried law enforcement experience within the provisions of Section 830.1 or 830.2 of the Penal Code at least a portion of which shall have been accomplished within five years prior to the date of filing, and possesses a bachelor's degree from an accredited college or university.

(4) Three years of full-time, salaried law enforcement experience within the provisions of Section 830.1 or 830.2 of the Penal Code at least a portion of which shall have been accomplished within five years prior to the date of filing, and possesses an associate in arts or associate in science degree, or the equivalent, from an accredited college.

(5) Four years of full-time, salaried law enforcement experience within the provisions of Section 830.1 or 830.2 of the Penal Code at least a portion of which shall have been accomplished within five years prior to the date of filing, and possesses a high school diploma or the equivalent.

(b) All persons holding the office of sheriff on January 1, 1989 shall be deemed to have met all qualifications required for candidates seeking election or appointment to the office of sheriff.

ASSESSOR/RECORDER

TERM OF OFFICE

The Assessor/Recorder is elected to a 4 year term. Elected officers take office on the first Monday in January following the General Election at noon.

QUALIFICATIONS

GC 24002.5. (a) A person may not exercise the powers and duties of the office of assessor unless he or she holds a valid appraiser's certificate issued by the State Board of Equalization pursuant to Article 8 (commencing with Section 670) of Chapter 3 of Part 2 of Division 1 of the Revenue and Taxation Code.

(b) Notwithstanding subdivision (a), a duly elected or appointed person may exercise the powers and duties of assessor, for a period not to exceed one year, if he or she acquires a temporary appraiser's certificate from the State Board of Equalization no later than 30 days after taking office.

(c) This section does not apply to any person holding the office of assessor on January 1, 1997.

TREASURER/TAX COLLECTOR/COUNTY CLERK

TERM OF OFFICE

The Treasurer/Tax Collector/County Clerk is elected to a 4 year term. Elected officers take office on the first Monday in January following the General Election at noon.

QUALIFICATIONS

GC 24001 a person is not eligible to a county or district office, unless he or she is a registered voter of the county or district in which the duties of the office are to be exercised at the time that nomination papers are issued to the person or at the time of the appointment of the person.

GC 27000.7. (a) No person shall be eligible for election or appointment to the office of county treasurer, county tax collector, or county treasurer-tax collector of any county unless that person meets at least one of the following criteria:

(1) The person has served in a senior financial management position in a county, city, or other public agency dealing with similar financial responsibilities for a continuous period of not less than three years, including, but not limited to, treasurer, tax collector, auditor, auditor-controller, or the chief deputy or an assistant in those offices.

(2) The person possesses a valid baccalaureate, masters, or doctoral degree from an accredited college or university in any of the following major fields of study: business administration, public administration, economics, finance, accounting, or a related field, with a minimum of 16 college semester units, or their equivalent, in accounting, auditing, or finance.

(3) The person possesses a valid certificate issued by the California Board of Accountancy pursuant to Chapter 1 (commencing with Section 5000) of Division 3 of the Business and Professions Code, showing that person to be, and a permit authorizing that person to practice as, a certified public accountant.

(4) The person possesses a valid charter issued by the Institute of Chartered Financial Analysts showing the person to be designated a Chartered Financial Analyst, with a minimum of 16 college semester units, or their equivalent, in accounting, auditing, or finance.

(5) The person possesses a valid certificate issued by the Treasury Management Association showing the person to be designated a Certified Cash Manager, with a minimum of 16 college semester units, or their equivalent, in accounting, auditing, or finance.

(b) This section shall only apply to any person duly elected or appointed as a county treasurer, county tax collector, or county treasurer-tax collector on or after January 1, 1998

AUDITOR

TERM OF OFFICE

The County Auditor is elected to a 4 year term. Elected officers take office on the first Monday in January following the General Election at noon.

QUALIFICATIONS

County Code Section 2.84

2.84.010 Qualifications.

No person shall hereafter be elected or appointed to the office of county auditor unless:

- A. He possesses a valid certificate issued by the California State Board of Accountancy under the provisions of Chapter 1, Division 3 of the Business and Profession Code showing him to be, and a permit authorizing him to practice as, a certified public accountant or as a public accountant; or
- B. He possesses a valid certificate or diploma of graduation from a school of accountancy or a degree in business administration or a related field, or;
- C. He has served as county auditor or as deputy county auditor for a continuous period of not less than three years.

This section shall not apply to any person duly elected or appointed as a county auditor and actually serving as such officer on the effective date of this section, and such person shall be deemed to be eligible to hold, and to be re-elected to, said office notwithstanding the provisions of this section (Ord. 789 sec.1, 1991)

SUPERINTENDENT OF SCHOOLS

TERM OF OFFICE

The County Superintendent of School is elected to a 4 year term. Elected officers take office on the first Monday in January following the General Election at noon.

QUALIFICATIONS

EdC 1206. Except as provided in this section no person shall hereafter be elected or appointed to office as county superintendent of schools of any county who does not possess a valid credential issued by the State Board of Education of the type designated in Sections 1205 to 1212, inclusive, for each class.

EdC 1208. (a) All county superintendents of schools in counties within classes (1) to (8), inclusive, shall possess a valid certification document authorizing administrative services.

(b) For purposes of this section, the possession of a valid elementary administrative credential and a valid secondary administrative credential are equivalent to the possession of a valid general administrative credential.

SUPERIOR COURT JUDGE

TERM OF OFFICE

A Judge of the Superior Court is elected to a 6 year term. Elected officers take office on the first Monday in January following the General Election at noon.

QUALIFICATIONS

A person is ineligible to be a judge of a court of record unless for 10 years immediately preceding selection, the person has been a member of the State Bar or served as a judge of a court of record in this state.

(Calif. Constitution Article VI, §15)

Candidate Handbook Filing Information Sheet

| MARIPOSA COUNTY ELECTIVE OFFICE | TERM and DATES IN OFFICE | FILING PERIOD FOR DECLARATION OF CANDIDACY | Annual Salary as of 12/29/2017 | Filing Fee | In-Lieu Signatures | Signature Value (ea.) | Nomination Signatures |
|---|-------------------------------|---|-----------------------------------|--|-----------------------|--------------------------|--------------------------|
| FOR ELECTION YEAR 2018 | GC 24200-05 | EC 8020 b | EC 8103 b | EC 8104 b | EC 8106 (4/5) | | EC 8062 |
| COUNTY OFFICES | | *Extensions May Apply | | | | | |
| ASSESSOR-RECORDER qualifications must be met | 4 yrs 01/07/2019 - 01/09/2023 | February 12 - March 9, 2017 | \$103,866.00 | \$1,038.66 | 1,107 | \$0.938 | 20-40 |
| AUDITOR qualifications must be met | 4 yrs 01/07/2019 - 01/09/2023 | February 12 - March 9, 2017 | \$109,802.00 | \$1,098.02 | 1,107 | \$0.9920 | 20-40 |
| DISTRICT ATTORNEY qualifications must be met | 4 yrs 01/07/2019 - 01/09/2023 | February 12 - March 9, 2017 | \$135,027.00 | \$1,350.27 | 1,107 | \$1.2200 | 20-40 |
| SHERIFF/CORONER/PA qualifications must be met | 4 yrs 01/07/2019 - 01/09/2023 | February 12 - March 9, 2017 | \$148,331.00 | \$1,483.31 | 1,107 | \$1.3400 | 20-40 |
| SUPERINTENDENT OF SCHOOLS qualifications must be met | 4 yrs 01/07/2019 - 01/09/2023 | February 12 - March 9, 2017 | \$2,400.00 | \$0.00 | 0 | \$0.0000 | 20-40 |
| | | | | EC 8104a *No filing fee required if annual salary is \$2,500 or less | | | |
| TREASURER-TAX COLLECTOR/ COUNTY CLERK | 4 yrs 01/07/2019 - 01/09/2023 | February 12 - March 9, 2017 | \$103,866.00 | \$1,038.66 | 1,107 | \$0.9380 | 20-40 |
| SUPERIOR COURT JUDGE qualifications must be met | 6 yrs 01/07/2019 - 01/06/2025 | February 12 - March 9, 2017 | \$191,612.00 | \$1,916.12 | 1,107 | \$1.7400 | 20-40 |
| BOARD OF SUPERVISORS | | | | | | | |
| DISTRICT ONE | 4 yrs 01/07/2019 - 01/09/2023 | February 12 - March 9, 2017 | \$47,903.00 | \$479.03 | 390 | \$1.2280 | 20-40 |
| DISTRICT THREE | 4 yrs 01/07/2019 - 01/09/2023 | February 12 - March 9, 2017 | \$47,903.00 | \$479.03 | 238 | \$2.0090 | 20-40 |
| EC 8106c pursuant to 2187 | Voter Registration as of: | Countywide | District 1 | District 3 | | | |
| | February 10, 2017 | 11,067 | 1,950 | 2,384 | | | |

* Candidate filing period for offices where the incumbent does not file candidacy will be extended to March 14, 2017

QUALIFICATION DOCUMENTATION

Pursuant to California Elections Code §13.5, documentation which is considered acceptable to ensure a person is legally qualified as a candidate includes, but is not necessarily limited to:

- ▶ Certificates
- ▶ Declarations under penalty of perjury
- ▶ Diplomas
- ▶ Official correspondence

Any documentation submitted must be sufficient to establish, by the determination of the official with whom the documentation is filed, that the person meets each qualification established for service in that office.

Documentation may be submitted in the form of an original, as defined in §255 of the Evidence code, or a duplicate of the original, as defined in §260 of the Evidence code.

Evidence Code ~

255. "Original" means the writing itself or any counterpart intended to have the same effect by a person executing or issuing it.

An "original" of a photograph includes the negative or any print therefrom. If data are stored in a computer or similar device, any printout or other output readable by sight, shown to reflect the data accurately, is an "original."

260. A "duplicate" is a counterpart produced by the same impression as the original, or from the same matrix, or by means of photography, including enlargements and miniatures, or by mechanical or electronic rerecording, or by chemical reproduction, or by other equivalent technique which accurately reproduces the original.

Important

Qualification documentation **must** be submitted at the time of filing a Declaration of Candidacy

SIGNATURES IN LIEU OF FILING FEES PETITION

- ✚ A candidate may submit a petition containing signatures of registered voters in lieu of submitting payment of the filing fee (please see page 13 of this handbook for details on the numbers of signatures needed to offset the entire filing fee).
- ✚ Petitions for signatures in lieu may be obtained at the Mariposa County Elections Office beginning December 14, 2017, and must be submitted no later than 5pm on February 7, 2018.
 - In order to insure the availability of the Candidate Specialist, it is **strongly advised** that candidates contact the Elections Office at (209) 966-2007 to arrange an appointment for the purpose of obtaining a petition for signatures in lieu.
 - **Please note:** Signatures for judicial candidates must be submitted no later than 5pm on February 7, 2018.

DECLARATION OF CANDIDACY PROCEDURES

- ✚ February 12, 2018 is the first day that candidates for the June 5, 2018 Primary Election may obtain the Declaration of Candidacy and candidate's statement of qualifications forms. Forms are available in person only at the Registrar of Voters office, 4982 10th Street, Mariposa, CA 95338.
 - ▶ In order to insure the availability of the Candidate Specialist, it is **strongly advised** that candidates contact the Elections Office at (209) 966-2007 to arrange an appointment for the purpose of completing the Declaration of Candidacy process
- ✚ Candidates should expect the filing process to include some or all of the following forms:
 - Candidate Filing Worksheet
 - Nomination Petition
 - Statement of Economic Interests – Form 700
 - Candidate's Statement of Qualifications (including proofing acknowledgement)
 - Code of Fair Campaign Practices
 - Fair Political Practices Forms 460, 470, 501
 - Department of Transportation Sign Information
 - Declaration of Intent (Judges only) §8023
- ✚ Information to be provided by the candidate at the time of filing includes, but is not limited to the candidate's name, occupation, ballot designation, residence address, and phone number. In addition, the Declaration of Candidacy includes a statement under penalty of perjury under the laws of the State of California that information provided is true and correct. §10511
- ✚ Candidate should be prepared to submit qualification documentation if it applies to the office for which he/she is filing. These documents must be submitted at the time of filing for candidacy.
- ✚ Candidates should expect to pay filing fees equal to 1% of the annual salary for the position he or she seeks. These fees must be paid at the time of filing for candidacy, unless they are off-set by Petition in Lieu signatures.
- ✚ Fees for a candidate's statement range from \$300 - \$600 based on printing, handling, mailing costs and the number of candidates for each office that submit candidate statements. If the true cost of the statement exceeds the estimate, candidates will be billed for the difference. If the true cost is less than the estimate, candidates will receive a refund for the difference. §13307

CANDIDATE STATEMENT OF QUALIFICATIONS

Each candidate for nonpartisan elective office in any local agency, including any city, county or district as well as candidates for state legislative office, who qualify under Proposition 34 may prepare a Candidate's Statement of Qualifications. The Candidate's Statement is designed to acquaint voters with the candidate's qualifications for the office he or she is seeking. The statement must be paid for and filed with the Declaration of Candidacy.

The statement may contain the candidate's:

- Name
- Age (optional)
- Occupation (optional)
- A brief description of the candidate's education and qualifications expressed by the candidate, not to exceed the 200 word count limit.

The statement may not contain the candidate's:

- Party affiliation
- Membership or activity in partisan political organizations

Mariposa County Elections Department suggests that the statement be written in first person format (§13307(a)(1)).

The Candidate Statement must be filed with the Elections Department at the time of filing candidacy. All statements remain confidential until 5:00 pm on the last date of the filing period. Statements may not be changed but can be withdrawn until 5:00 pm on the business day after the filing period ends. Statements are subject to public inspection for ten days. As a courtesy, candidates will be given the opportunity to view the final proof of their statement to ensure that it will appear in the sample ballot exactly as it was submitted.

CONTENT

- Be accurate. Each candidate will be given the opportunity to return to the Registrar of Voters office to review a final proof of his or her candidate statement. However, without instruction from the candidate, documents will be printed as submitted, and spelling, punctuation and grammatical errors will not be corrected by the Elections Department.
- Please type your candidate statement. Do not use all capitals. Typed statements may be submitted on paper, disk or CD. However, if a disk or CD is submitted, the candidate will have to review a copy of the statement printed by the Elections Office at the time of filing and sign off to the accuracy of the statement.
- No statement shall contain any demonstrably false, slanderous or libelous statements (§13307 (d)).

- The heading includes the candidate's name and office sought. The Candidate's Statement should begin with the words: "**Education and Qualifications**", followed by the text filed by the candidate. These words, as well as the heading, are standardized and do not count toward the 200 words allowed for the statement.

FORMATTING

- Type statement in proper case. Do not type in all capital letters or use initial capitals to emphasize words.
- Statements should be in block paragraph form.
- Lists of items or phrases should not be vertical or indented, but must be strung together in paragraph format.
- Bullets, stars or asterisks are not permitted.
- Statement will be no more than 200 words in length.
- With the exception of the above formatting requirements, candidate's statements will be printed exactly as submitted. Statements should be checked carefully for errors in spelling, punctuation, and grammar prior to filing.

PAYMENT

The statement may be paid for in cash or by check made payable to the Mariposa County Clerk. The fee shall be paid at the time the candidate files the Declaration of Candidacy.

If the Candidate's Statement is withdrawn by 5:00 pm on March 9, 2018 (or by March 13, 2018 if there is an extension), the fee will be refunded in full. (EC13307(3))

PUBLIC EXAMINATION

Candidates' statements are available for the public examination in the county election official's office for 10 days following the close of filing.

HOW TO COUNT CANDIDATE STATEMENT WORDS

Each word is counted as one word with the following exceptions:

| | |
|---------------------------------------|---|
| Punctuation | Punctuation is not counted. |
| Titles | Words used in the title of a document, such as “Argument in favor of Measure A” are not counted. |
| Cities/Counties/ Districts | All geographical names shall be counted as one word. For example, the phrase “County of Mariposa” would be considered as one word. |
| Abbreviations | Each abbreviation for a word, phrase or expression shall be counted as one word. |
| Hyphenations | Hyphenated words that appear in any generally available dictionary shall be considered one word. Each part of all other hyphenated words shall be counted as a separate word. |
| Dates | Dates consisting of a combination of words and digits shall be counted as two words. Dates consisting of only a combination of digits shall be counted as one word. |
| Numbers | Any number consisting of only numerical digits shall be counted as one word. Any number that is spelled shall be considered a separate word. |
| Phone & Internet | Phone numbers and website addresses and are each considered one word. |

FAIR POLITICAL PRACTICES COMMISSION

NOTE: It is the responsibility of the candidate to understand and comply with Fair Political Practices Campaign Filing requirements. The Mariposa County Elections Office will, however, provide any FPPC forms needed by the candidate.

An FPPC calendar of filing dates is provided with the candidate packet at the time of filing for candidacy. Any specific questions regarding filing requirements should be directed to the FPPC.

FAIR POLITICAL PRACTICES COMMISSION

TECHNICAL ASSISTANCE DIVISION..... (866) 275-3772
FAX.....(916) 322-0886
WEBSITE..... www.fppc.ca.gov

CODE OF FAIR CAMPAIGN PRACTICES

At the time an individual files for his/her candidacy, the Elections Department shall give the individual a form outlining the Code of Fair Campaign Practices to be voluntarily reviewed and signed. This form will include a copy of the provisions of Chapter 5 of Division 20 of the Elections Code.

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

Every code subscribed to by a candidate for public office pursuant to Chapter 6 of Division 20 of the Elections code is a public record open for public inspection. §20443

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

POLITICAL SIGNS

Outdoor Political Advertising – State Law

Section 5405.3 of the State Outdoor Advertising Act (Business & Professions Code) authorizes the placing of “temporary political signs” separate and apart from the normal outdoor advertising controls. No political sign may be placed within the right-of-way of any highway or within 660 feet of the edge of and visible from the right-of-way of a landscaped freeway.

Temporary political signs are those that meet the following criteria:

- Encourages a particular vote in a scheduled election;
- Is not placed sooner than 90 days prior to the scheduled election and is removed within 10 days after the election;
- Is no larger than 32 square feet;
- Has a “Statement of Responsibility” filed with the State Department of Transportation, certifying a person who will be responsible for removing the signs.

The law directs the Department of Transportation to remove signs that do not comply with the regulations before an election and to bill the responsible party for removal costs after the election.

The State Department of Transportation is prepared to answer questions about state regulations of campaign signs. For information, please call (916) 654-4790.

Penal Code sections 556, 556.1 and 556.3 provide that it is a misdemeanor for any person to place a sign to advertise on public or private property (without consent); and that it shall be considered a public nuisance.

Mariposa County Sign Ordinance

For further clarification regarding political sign restrictions, please refer to the Mariposa County Code sign ordinance or contact the Mariposa County Planning Department at (209) 966-5151.

PG&E Regulations

PG&E has adopted a firm policy of not permitting the attachment of candidate/campaign materials to PG&E poles or other facilities. The U.S. Supreme Court has made it clear that third parties have no right to use utility property to communicate messages to the public [Pacific gas and Electric Company v. Public Utilities Commission, 475 U.S. 1 (1986)]. Also, the placement of signs, pictures, or other forms of advertising on private property without the owners' permission is restricted under California Law (Penal Code §556.1 and 593).

ELECTIONEERING ON ELECTION DAY

100 FOOT RULE

Pursuant to Election Code Section 18370, on Election Day, no person shall, within 100 feet of a polling place:

- Circulate an initiative, referendum, recall or nomination petition or any other petition;
- Solicit a vote or speak to a voter on the subject of marking his/her ballot;
- Place a sign relating to voters' qualifications or speak to a voter on the subject of his/her qualifications except as provided in §14240;
- Do any electioneering. This includes wearing buttons, t-shirts, stickers, etc. that promote a candidate or issue on the ballot.

As used in this section, "100 feet from a polling place" shall mean a distance of 100 feet from the room or rooms in which voters are signing the roster and casting ballots.

Election Code Section 18541 provides that any person who violates the above provisions is punishable by imprisonment in county jail for not more than 12 months or state prison. Any person who conspires to violate this section is guilty of a felony.

Poll Watchers

Poll watchers are allowed at the polling places as long as they obey the law and election procedures. Persons observing the polls may:

- Inspect the Roster of Voters. Any such inspection, however, must be done without impeding, interfering or interrupting the normal process of voting and counting.
- Inspect the Public's Alpha Index updated regularly by the precinct workers. The index may not be removed from the polling place.
- Observe all activities at the polling place, including activities after the polls close, providing they do not interfere with the normal processing of voters.

C A M P A I G N M A T E R I A L S

Voter registration information is available for government, political, journalistic or educational purposes only. An application to purchase voter information is required and can be obtained from the Mariposa County Registrar of Voters. Requests may be made in person or by mail and should be paid for when the order is picked up. Requests made by mail should include payment.

EXAMPLES:

- | | |
|------------------|--|
| Walking Lists – | Registered voters by residence address \$5.00 set up fee and \$.10 per page |
| Alpha Lists – | Alphabetical listing of registered voters \$5.00 set up fee and \$.10 per page |
| Mailing Labels – | Names and mailing addresses on peel and stick labels \$35.00 set up fee and \$.0125 per label |
| Electronic – | Email version of voter file \$35.00 Voter file on CD \$36.00 |
| Maps – | Special District Map (no charge) Countywide Map by District \$10.00 District maps – as available |

BALLOT PROCESSING

Ballots received on Election Day are counted at the Central Count site, located in the Mariposa County Board of Supervisors Meeting Room at 5100 Bullion Street, Mariposa, CA 95338.

Ballot counting commences at 8:01 pm on Election Day, and is open for public viewing

Results will be posted to our website as soon as they are available – <http://www.mariposacounty.org/Elections>.

The official canvass of ballots will begin no later than Thursday, June 7, 2018. Canvass is completed 28 days after Election Day.

Please note that all Vote-by-Mail Ballots received before Election Day are counted at the Mariposa County Elections Department at 4982 10th Street, Mariposa, CA 95338.

This process is open to the public for viewing. The processing schedule is available from the Mariposa County Elections Department, and will also appear in the Mariposa Gazette.

**KEY DATES FOR CANDIDATES
AND INTERESTED PARTIES**

Election: June 5, 2018

**INFORMATION PROVIDED IS CURRENT TO DATE AND SUBJECT
TO CHANGE BASED ON CHANGING LEGISLATION**

DECEMBER 14, 2017 – FEBRUARY 7, 2018

SIGNATURE IN LIEU FORM
FILING PERIOD

JANUARY 29, 2018 – FEBRUARY 7, 2018

DECLARATION OF INTENT
FILING PERIOD FOR
JUDICIAL CANDIDATES

FEBRUARY 12, 2018 – MARCH 9, 2018

Extended to March 14, 2018 (other than incumbent)
IF INCUMBENT DOES NOT FILE (EC8024)

FILING PERIOD
NOMINATION DOCUMENTS
Declaration of Candidacy/Nomination Papers/Signed
(EC 8020)

MAY 21, 2018

DEADLINE
TO REGISTER TO VOTE
(15 days prior to Election) (EC 2107b)

MAY 29, 2018

***LAST DAY TO
REQUEST AN
ABSENTEE BALLOT***
(EC 3001)

PRIMARY ELECTION

ELECTION DATE

JUNE 5, 2018

**Fair Political Practices Commission
Filing Schedule for
Candidates and Controlled Committees for Local Office
Being Voted on June 5, 2018**

| Deadline | Period | Form | Notes |
|---|--------------------------|---|---|
| Jan 31, 2018 <i>Semi-Annual</i> | * – 12/31/17 | 460 or 470 | <ul style="list-style-type: none"> ▪ 460: All committees must file Form 460. ▪ 470: If a candidate raised or spent less than \$2,000 during 2017, file Form 470 (see below). |
| Within 24 Hours <i>Contribution Reports</i> | 3/7/18 – 6/5/18 | 497 | <ul style="list-style-type: none"> ▪ File if a contribution of \$1,000 or more in the aggregate is received from a single source. ▪ File if a contribution of \$1,000 or more in the aggregate is made to <i>another</i> candidate or measure being voted upon June 5, 2018. ▪ The recipient of a non-monetary contribution of \$1,000 or more must file a Form 497 within 48 hours from the time the contribution is received. ▪ File by personal delivery, e-mail, guaranteed overnight service, fax or online, if available. |
| Apr 26, 2018 <i>1st Pre-Election</i> | 1/1/18 – 4/21/18 | 460 or 470 | <ul style="list-style-type: none"> ▪ Each candidate listed on the ballot must file Form 460 or Form 470 (see below). |
| May 24, 2018 <i>2nd Pre-Election</i> | 4/22/18 – 5/19/18 | 460 | <ul style="list-style-type: none"> ▪ All committees must file Form 460. ▪ File by personal delivery, guaranteed overnight service or online, if available. |
| Jul 31, 2018 <i>Semi-Annual</i> | 5/20/18 – 6/30/18 | 460 | <ul style="list-style-type: none"> ▪ All committees must file Form 460 unless the committee filed termination Forms 410 and 460 before June 30, 2018. |

Additional Notes:

- *** Period Covered:** The period covered by any statement begins on the day after the closing date of the last statement filed, or January 1, if no previous statement has been filed.
- **Local Ordinance:** Always check on whether additional local rules apply.
- **Deadline Extensions:** Deadlines are extended when they fall on a Saturday, Sunday, or an official state holiday. This extension does not apply to the deadline for a Form 497 due the weekend before the election, or to any Form 496. Such reports must be filed within 24 hours regardless of the day of the week. Statements filed after the deadline are subject to a \$10 per day late fine.
- **Method of Delivery:** All paper filings are filed by personal delivery or first class mail unless otherwise noted. A paper copy of a report may not be required if a local agency requires online filing pursuant to a local ordinance.
- **Form 501:** All candidates must file Form 501 (Candidate Intention Statement) before soliciting/receiving contributions.

ELECTION CALENDAR

All section references are to the California Election Code unless otherwise noted.

| DATE | EVENT |
|--|--|
| Dec 14, 2017 (E-173) | First day petitions for signatures-in-lieu available for June 2018 Primary Election. §8106 |
| Jan. 8, 2018 (E-148) | Governor's Proclamation issued for the Primary Election |
| Jan. 15, 2018 (E-141) | Martin Luther King Jr. Day. Mariposa County Elections Department will be closed . |
| Jan. 29, 2018 (E- 127) | First day Declaration of Intent is available for Judicial Candidates. §8023 |
| Feb 7, 2018 (E- 118) | Deadline for Judicial candidates to submit Declaration of Intent, filing fee and signatures in lieu. §8023 |
| Feb 7, 2018 (E- 118) | Deadline for all candidates to submit petitions for signatures in lieu. §8023 |
| Feb. 12, 2018 – March 9, 2018 (E-113 – E-88) | <p>CANDIDATE'S STATEMENT OF QUALIFICATIONS:</p> <p>Each candidate may prepare a statement of his/her qualifications of no more than 200 words. The statement must be filed at the same time the Declaration of Candidacy is filed.</p> <p>The statement may be withdrawn, but not changed, during the nomination period and until 5:00 pm the next working day after the close of the nomination period. §13307</p> <p>The candidate's statement is confidential until after the expiration of the filing period. Copies of all candidates' statements will be available for public inspection at the Registrar of Voters office for 10 days. §13311, 13313</p> |
| | |

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|---|--|
| Feb 19, 2018 (E-106) | Presidents' Day. Mariposa County Elections Department will be closed . |
| March 7, 2018 (E-90) | First day that campaign/political signs may be erected. |
| March 10, 2018 – March 14, 2018 (E-87 – E-83) | EXTENSION OF FILING PERIOD IF INCUMBENT FAILS TO FILE: If an incumbent who is eligible for re-election fails to file his/her Declaration of Candidacy by March 9, 2018, there is a 5 day extension allowed for any person other than the incumbent to file for such office. NOTE: There is no extension of the filing period for any office where there is no incumbent eligible to be re-elected. §10516, 10604 |
| March 15, 2018 (E-82) | RANDOM ALPHABET DRAWING: On this day, the Secretary of State shall conduct a drawing of the letters of the alphabet, the result of which shall determine the order in which candidates appear on the official ballot. The Registrar of Voters shall also conduct a drawing of the letters of the alphabet to determine the ballot order for candidates for legislative offices when the district includes more than one county. §13111(i), 13112 |
| April 6, 2018 (E-60) | The mailing of ballots to Military and Overseas voters begins for the Primary Election |
| April 26, 2018 (E-40) | The mailing of State Voter Information Guides and Sample Ballots begins. |
| April 26, 2018 (E-40) | First pre-election FPPC statement due to the Mariposa County Elections Department. |
| May 7, 2018 – May 29, 2018 | VOTE-BY-MAIL VOTING: |

| | |
|---|---|
| May 7, 2018 – May 29, 2018 (E-29 – E-7) | VOTE-BY-MAIL VOTING: Applications for Vote-By-Mail Ballots are available during this period from the Registrar of Voters. Applications should be received by the Registrar of Voters by May 29, 2018 for voters who would like to have their ballot mailed. §3001, 3003 |
| May 21, 2018 (E-15) | LAST DAY TO REGISTER TO VOTE IN THIS ELECTION. §2102,2107 |
| May 22, 2018 (E-14) | Write-in period ends for the Primary Election |
| May 24, 2018 (E-12) | Second FPPC pre-election statement is due to the Mariposa County Elections Department. |
| May 24, 2018 (E-12) | First day that counties may begin processing Vote-By-Mail ballots |
| May 28, 2018 (E-8) | Memorial Day. Mariposa County Elections Office will be closed . |
| May 29, 2018 (E-7) | Last day to request a Vote-By-Mail Ballot application |
| June 5, 2018 (E-0) | ELECTION DAY |

Candidate Checklist

Before Signature in Lieu and Candidate Filing Periods...

- Obtain the Candidate Handbook from the Mariposa County Elections Department.
- Make an appointment with the Elections Dept. to obtain your Signatures in Lieu petition.
- File an FPPC Form 501 (Candidate Intention Statement), with Mariposa County.
- File an FPPC for 410 (Statement of Organization) to establish your committee with Mariposa County and the State of California.

During the signatures in lieu period...

- Obtain your signatures in lieu petition from the Mariposa County Elections Department. They are first available on **December 14, 2017**.
- Collect your signatures in lieu
- Submit your completed signature in lieu petitions to the Mariposa County Elections Department no later than **February 7, 2018**

During the candidate filing period...

- Obtain your nomination petition from the Mariposa County Elections Department. They are first available **February 12, 2018**.
- Collect nomination signatures.
- Prepare your candidate statement of qualifications.
- Collect necessary qualification documentation.
- Make an appointment with the Elections Dept. to return your material and take your Declaration of Candidacy
- Return materials to the Mariposa County Elections Department and take your Declaration of Candidacy no later than **March 9, 2018** (or **March 14, 2018** if the incumbent for the office does not file).

During your campaign...

- The first day you can put up campaign signs is **March 7, 2018**.
- Your first FPPC pre-election statement is due in the Elections Office on **April 26, 2018**.
- Your second FPPC pre-election statement is due in the Elections Office on **May 24, 2018**.

FREQUENTLY ASKED QUESTIONS

Is the Elections Office open during the lunch hour?

Yes. Office hours are 8:00 am to 5:00 pm, Monday through Friday, excluding holidays and we do remain open between the hours of noon and 1:00 pm.

What if I change my mind about being a candidate after filing a Declaration of Candidacy? According to Election Code §10510, " No candidate shall withdraw his or her declaration of candidacy after 5:00 PM on the 88th day prior to an election."

May a second party pick up my candidate packet for me?

All forms must be either picked up in person by the candidate or a letter of specific authorization, signed by the candidate, must be presented by the candidate's representative.

May a second party file my Declaration of Candidacy or mail my paperwork to you? Election law does not specifically prohibit another person from filing a Declaration of Candidacy for a candidate. However, candidates are urged to file in person. The oath or affirmation must be administered by a member of the Elections Department or a notary. It is easier for a candidate to file a Declaration of Candidacy in person and have the oath administered at the time of filing; and the signature of the candidate, as well as other data, is required on the Declaration of Candidacy. If through an oversight the candidate's papers are incomplete, the problem can be easily rectified when a candidate files in person.