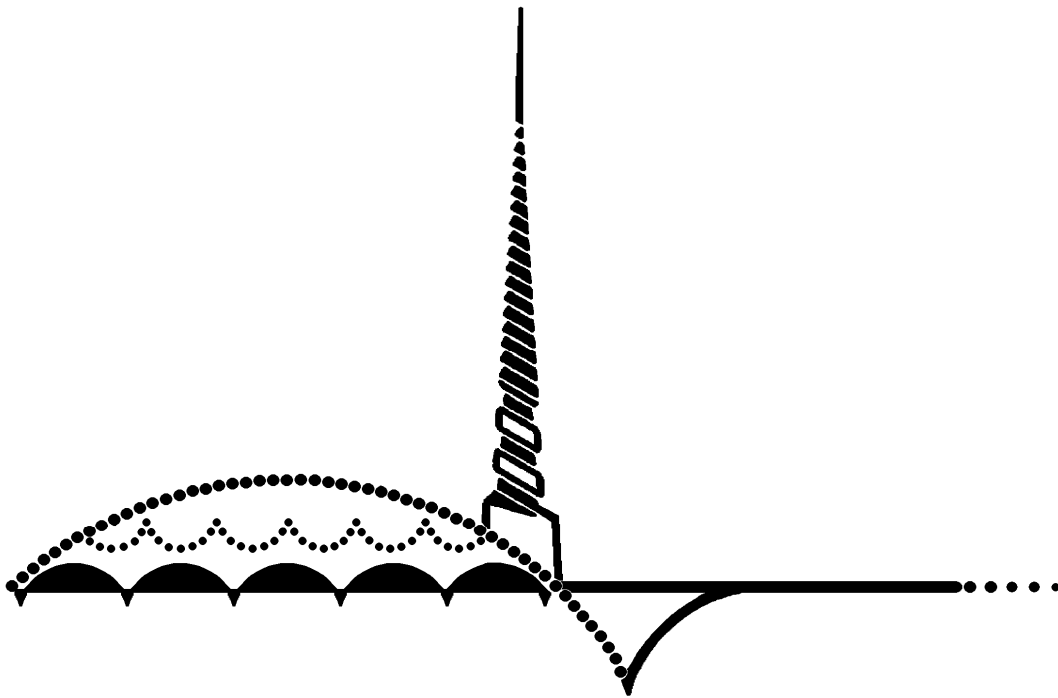


2010

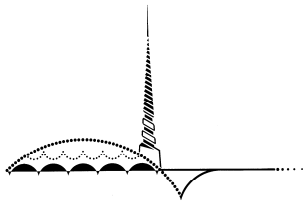
CANDIDATES' GUIDELINES



PRIMARY & GENERAL ELECTIONS

June 8, 2010 and November 2, 2010

PREPARED AND DISTRIBUTED
BY THE STAFF OF THE
MARIN COUNTY REGISTRAR OF VOTERS



Registrar of Voters

Elaine Ginnold
Registrar of Voters

Melvin Briones
Assistant Registrar of Voters

December 30, 2009

Dear Candidate:

The purpose of this handbook is to help guide you through the forms, fees, deadline dates and laws that you will encounter as a candidate for public office. While this handbook is intended to be as informative as possible, it is general information only and not to be used as a substitute for legal counsel. Registrar of Voters' employees are not permitted to answer questions of a legal nature. If you have legal questions about the nominations or election process, we advise you to consult an attorney.

Please file early. The filing deadlines are rigid and if one waits until the last moment to file a document containing errors or omissions, one's right to appear on the ballot may be lost. Most errors can be corrected given adequate time.

The laws surrounding raising funds, and the expenditure and reporting of campaign contributions, are continually changing. If you have any questions, you may call our Elections Office at 499-6437, or you may want to call the following State Offices in Sacramento:

Fair Political Practices Commission (Toll Free) 1-866-275-3772
www.fppc.ca.gov

Secretary of State Elections Division (916) 657-2166
www.ss.ca.gov

We hope you find this handbook useful. If you have any suggestions for improving it or have identified corrections to be made, please call Judy Arbini at (415) 499-6442.

Please call or visit our Elections staff for any assistance they may be able to provide. Our office hours are Monday through Friday, 8:00 a.m. to 4:30 p.m. Elections information is also available on our web page at <http://www.marinvotes.org>.

Sincerely,

ELAINE GINNOLD
Marin County Registrar of Voters

Registrar of Voters
P.O. Box E, San Rafael, CA 94913
3501 Civic Center Drive, Room 121
415-499-6456 FAX 415-499-6447

Table of Contents

SECTION 1 – PRIMARY ELECTION

	<u>Pages</u>
Calendar of Important Dates . . .	6-7
Qualifications, Filing Fees, Signatures in Lieu, Sponsor Signatures . . .	8-15
Signatures in Lieu of Filing Fee . . .	16-17
Declaration of Intention . . .	18
Declaration of Candidacy . . .	19
Name and Ballot Designation . . .	20
Ballot Designation Worksheet . . .	21-22
Nomination Papers . . .	23
Payment of Filing Fee . . .	23
Candidates' Statements of Qualifications . . .	24-27

GENERAL INFORMATION REGARDING ELECTION

Extended Filing Period . . .	28
Ballot Order of Names . . .	28
When Successful Candidates Take Office . . .	28
Conditions Relating to Candidates Appearing on Ballot . . .	29
Judicial . . .	29
Special Districts . . .	29
County Central Committees . . .	29
Estimated Costs of Indexes, Labels, Candidates Statements . . .	30

SECTION II – GENERAL ELECTION

Calendar of Important Dates . . .	32-33
Qualifications, Vacancies . . .	34-35
Nomination Papers . . .	36
Withdrawal of Nomination Papers . . .	36
Insufficient Nominees . . .	
Special Districts . . .	36
School Districts . . .	36
Candidate's Statements of Qualifications . . .	37
When Candidates Take Office . . .	37
Estimated Costs of Indexes, Labels, Candidates Statements . . .	38-39

Table of Contents (continued)

SECTION III - POLITICAL REFORM ACT PROVISIONS

(Blue Sheets)

	<u>Pages</u>
Contact Information . . .	40
A Few of the Basics . . .	41
Form 501 - Statement of Intent . . .	42
Form 470 - Campaign Statement . . .	42
Form 410 – Statement of Organization . . .	42
Form 460 – Recipient Committee Campaign Statement . . .	42
Form 497 – Late Contribution Report . . .	42
Contribution Limits . . .	43
Commingling With Person Funds Prohibited . . .	43
Prompt Reporting of Contributions . . .	43
Late Contributions . . .	43
Penalties for Violations . . .	43
Independent Expenditures . . .	43
Definition of “Mass Mailing” . . .	44
Mass Mailing . . .	44
Advertising . . .	44-45
Political Signs . . .	45
Electioneering . . .	45-46
Statement of Economic Interests . . .	46
Filing Schedule . . .	47-48

Table of Contents (continued)

Appendices

			<u>Pages</u>
Appendix A – Ballot Designation References	.	.	49-61
Appendix B – Outdoor Advertising – County and State	.	.	62-65

SECTION I

JUNE 8, 2010

PRIMARY ELECTION

MARIN COUNTY REGISTRAR OF VOTERS

CALENDAR OF IMPORTANT DATES FOR JUNE 8, 2010 PRIMARY ELECTION

DATES	DOCUMENTS	APPLIES TO
Jan 4* – Feb. 10 (E-158 – E-118)	<u>Signatures in Lieu of Filing Fee Petitions</u> . Obtain and file petitions for signatures in lieu of filing fees.	The Feb. 10 deadline to file the petitions applies to candidates for Superior Court judge only.
Jan 4* – Feb. 25 (E-158-E-103)	<u>Signatures in Lieu of Filing Fee Petitions</u>	The Feb. 25 deadline to file the petitions applies to all federal, state and county candidates required to pay a filing fee.
Feb. 1- Feb. 10 (E-127-E-118)	<u>Declaration of Intention</u> for judicial offices. Filing fee due.	For candidates for Superior Court Judge only.
Feb. 1 (E-126)	<u>Semi-annual campaign financial reports due</u>	All candidates - from last report to 12/31/09
Feb. 11-16* (E-117-E-113)	<u>Declaration of Intention. 5 day extension for judicial offices</u> when incumbent doesn't file.	Applies only if an incumbent Superior Court Judge did not file a Declaration of Intention by Feb. 10. <i>Incumbent judges may not file during this extended period.</i>
Feb. 16*-Mar 12 (E-113-E-88)	<u>Nominations period</u> . Obtain and file nominations papers (Declaration of Candidacy, nominations petitions, statement of qualifications, etc.) <i>pay filing fee when obtain papers.</i>	All candidates
March 13-17 (E-88-E-83)	<u>Nominations period – 5 day extension</u>	Applies only if incumbent did not file nominations papers by March 12. This <i>extension does not apply to Central Committees or incumbents.</i>
March 13-22 (E-87-E-78)	10-day examination period for candidates' statements	For candidates' statements filed during nominations period. (CA Elections Code Sec. 13313-14)
March 15* (E-85)	Last day for candidates to withdraw statement of qualifications	Applies to candidates who filed by March 12.
March 18-28* (E-82-E-73)	10-day examination period for candidates' statements	For candidates' statements filed during extended period. (CA Elections Code Sec. 13313-14)

March 18 (E-82)	Last day for candidates to withdraw statement of qualifications	Applies to candidates who filed during extended period.
March 18 (E-82)	Random Alphabet drawing by Secretary of State	Determines order of candidates' names on ballot
March 22 (E-77)	Last day to file a petition forcing a contest on the primary election ballot.	Only for contests with unopposed or insufficient candidates
March 22 (E-77)	Deadline to file 1 st pre-election campaign expense report in person or by overnight mail.	From last statement to 3/17/2010
April 12-May 25 (E-57-E-14)	Write-in candidates obtain and file nominations papers	Write-in candidates only
April 9 (E-60)	First day to mail ballots to overseas and military voters	Overseas and military voters
April 29 (E-40)	First day to mail sample ballot and voter information pamphlets	All registered voters
May 10 (E-29)	First day to mail ballots and first day of voting at the Registrar of Voters' Office.	Applies to any voter who wants to vote at the elections office or applies to vote by mail.
May 10 (E-29)	Deadline to request precinct indexes and mailing labels for delivery before election	
May 24 (E-15)	Deadline to register to vote in the June 8, 2010 primary election	
May 27 (E-12)	Deadline to file 2 nd pre-election campaign expense report in person or by overnight mail	From last report to 5/22/2010
June 1 (E-7)	Last day ROV can receive application for a vote-by-mail ballot from US mail.	
June 2-June 8 (E-6-E-0)	Vote in person at the election office or authorize in writing a representative to pick up a ballot	Voters unable to go to the polls on Election Day.
June 8	Election Day	Polls open from 7:00 a.m. to 8:00 p.m.
June 17 (E+9)	Random selection of precincts for 1% manual tally and manual tally	9:30 a.m. At Registrar of Voter's Office
July 6 (E+28)	Deadline to certify election	

* Asterisks: when the starting or ending dates of a time period fall on a Saturday, Sunday or a holiday, the deadline is moved forward to the next business day. Dates moved forward are shown with an asterisk.

SECTION I

PRIMARY ELECTION

June 8, 2010

OFFICES UP FOR ELECTION OR NOMINATION AT THE JUNE 8, 2010 PRIMARY ELECTION
(Filing dates February 15 – March 12)

PARTISAN OFFICES

FEDERAL OFFICES

<u>OFFICE</u>	<u>TERM YEARS</u>	<u>FILING FEE*</u>	<u>SIGNATURES IN LIEU OF FILING FEE</u>	<u>SPONSORS' SIGNATURES</u>
---------------	-----------------------	------------------------	---	---------------------------------

REPRESENTATIVE
IN CONGRESS

2

\$1,740.00

3,000

40 - 60

Qualifications - U.S. Citizen for at least seven years, 25 years of age, resident of this state when elected. (Art. I, Sec. 2, Clause 2, U. S. Constitution)
(Note: There are no district residency requirements for Members of Congress.)

U.S. SENATOR

6

\$3,480.00

10,000

65-100

Qualifications - At least 30 years of age, a U.S. citizen for nine years, and a resident of California when elected. U.S. Const. Art. I, Section 3. Have a valid voter registration affidavit on file in the county of residence at the time nomination papers are obtained.

FILING FEES* - Partisan offices may pay by money order, cashier, certified, traveler's or personal check made payable to the Secretary of State. **Filing fees are not refundable.**

STATE OFFICES

<u>OFFICE</u>	<u>TERM YEARS</u>	<u>FILING FEE *</u>	<u>SIGNATURES IN LIEU OF FILING FEE</u>	<u>SPONSORS' SIGNATURES</u>
---------------	-----------------------	-------------------------	---	---------------------------------

<u>STATE ASSEMBLY</u>	2	\$ 952.91	1,500	40 - 60
-----------------------	---	-----------	-------	---------

Qualifications - Elector and resident of district for one year, and citizen of U.S. and a resident of California for 3 years immediately preceding the election.
(Art. IV, Sec. 2c, Cal. Constitution) NOTE: See bottom of page 10.

<u>GOVERNOR</u>	4	\$3,479.74	10,000	65 - 100
-----------------	---	------------	--------	----------

Qualifications - Must be an elector who has been a citizen of the U.S. and a resident of the state. The Governor may not hold other public office. (Art. V, Sec. 2, Cal. Constitution)

<u>LIEUTENANT GOVERNOR</u>	4	\$2,609.80	10,000	65 - 100
--------------------------------	---	------------	--------	----------

Qualifications - Same as for Governor. (Art. V., Sec. 9, Cal. Constitution)

<u>CONTROLLER</u>	4	\$2,783.79	10,000	65 - 100
-------------------	---	------------	--------	----------

Qualifications - Qualified Elector in California.

<u>TREASURER</u>	4	\$2,783.79	10,000	65 - 100
------------------	---	------------	--------	----------

Qualifications - Qualified Elector in California.

<u>ATTORNEY GENERAL</u>	4	\$3,022.54	10,000	65 - 100
-----------------------------	---	------------	--------	----------

Qualifications - Shall have been admitted to practice before the Supreme Court of the State for a period of 5 years immediately preceding his/her election or appointment. (Govt. Code §12503)

<u>SECRETARY OF STATE</u>	4	\$2,609.80	10,000	65 - 100
-------------------------------	---	------------	--------	----------

Qualifications - Qualified elector in California.

<u>OFFICE</u>	<u>TERM YEARS</u>	<u>FILING FEE*</u>	<u>SIGNATURES IN LIEU OF FILING FEE</u>	<u>SPONSORS' SIGNATURES</u>
---------------	-------------------	--------------------	---	-----------------------------

STATE INSURANCE COMMISSIONER

4	\$2,783.79	10,000	65 - 100
---	------------	--------	----------

Qualifications - Qualified elector in California. During tenure of office, not be an officer, agent or employee of an insurer or directly or indirectly interested in any insurer or licensee under the California Insurance Code, except (a) as a policyholder, or, (b) by virtue of relationship by blood or marriage to any person interested in any insurer or licensee. (Insurance Code §12901)

SUPERINTENDENT OF PUBLIC INSTRUCTION NONPARTISAN

4	\$3,022.54	10,000	65 - 100
---	------------	--------	----------

Qualifications - Qualified elector in California. (Art. IX, Sec. 2, Cal. Constitution)

STATE BOARD OF EQUALIZATION District #1

4	\$ 1,304.90	5,220	40 - 60
---	-------------	-------	---------

Qualifications - Must be an inhabitant of the District for which he/she is chosen for 1 year preceding his/her election or appointment and be an inhabitant of the District while in office.
NOTE: See bottom of page.

FILING FEES* - Partisan offices may pay by money order, cashier, certified, traveler's or personal check made payable to the Secretary of State. Filing fees are not refundable.

NOTE: No court decisions have directly invalidated these requirements; however, it is the legal opinion of the Secretary of State's Office that these provisions violate the U.S. Constitution and that court decisions mandate only residency in the legislative district for 30 days prior to filing.

COUNTY OFFICES

<u>OFFICE</u>	<u>TERM YEARS</u>	<u>FILING FEE</u>	<u>SIGNATURES IN LIEU OF FILING FEE</u>	<u>SPONSORS' SIGNATURES</u>
<u>CENTRAL COMMITTEE</u>	2	NONE	NONE	20 - 40

MARIN COUNTY CENTRAL COMMITTEE OPENINGS BY SUPERVISORIAL DISTRICT

<u>PARTIES</u>	<u>Total</u>	<u>1st Dis.</u>	<u>2nd Dis.</u>	<u>3rd Dis.</u>	<u>4th Dis.</u>	<u>5th Dis.</u>
Democratic	23	5	5	5	4	4
Republican	23	5	5	5	3	5
Amer. Indep.*	25	5	5	5	4	6
Green) -----	7 AT LARGE				
Peace & Freedom) -----	7 AT LARGE				

* The number of County Central Committee openings will be determined on the basis of registration figures as transmitted to the Secretary of State by County Clerks no later than February 13, 2010, and are therefore subject to change. (Elections Code §2187, §7650)

REQUIREMENTS FOR DECLARATION OF CANDIDACY FOR A PARTISAN OFFICE (including County Central Committees)

No declaration of candidacy for a partisan office or for membership on a county central committee shall be filed by a candidate unless:

(1) at the time of presentation of the declaration and continuously for not less than three months immediately prior to that time, or for as long as he/she has been eligible to register to vote in the state, the candidate is shown by his/her affidavit of registration to be affiliated with the political party the nomination for which he/she seeks. A candidate can be registered as "declines to state" the 9 months previous to the 3-month period; and

(2) the candidate has not been registered as affiliated with a qualified political party other than that political party the nomination of which he/she seeks within 12 months, or, in the case of an election governed by Chapter 7 (commencing with Section 7200), within three months immediately prior to the filing of the declaration. (Elections Code §8001)

NONPARTISAN OFFICES

JUDICIAL OFFICES

<u>SUPERIOR COURT</u>	<u>TERM YEARS</u>	<u>FILING FEE</u>	<u>SIGNATURES IN LIEU OF FILING FEE</u>	<u>SPONSORS' SIGNATURES</u>
Office No. 1 Michael B. Dufficy	6	\$ 1,787.89	7,152	20 - 40
Office No. 2 Faye D'Opal	6	\$ 1,787.89	7,152	20 - 40
Office No. 3 Paul M. Haakenson	6	\$ 1,787.89	7,152	20 - 40
Office No. 4 Andrew E. Sweet	6	\$ 1,787.89	7,152	20 - 40

Qualifications - Member of the State Bar or judge of a court of record in California for the preceding 10 years. (Art. VI, Sec. 15, Cal. Const.)

<u>OFFICE</u>	<u>TERM YEARS</u>	<u>FILING FEE</u>	<u>SIGNATURES IN LIEU OF FILING FEE</u>	<u>SPONSORS' SIGNATURES</u>
---------------	-----------------------	-----------------------	---	---------------------------------

COUNTY BOARD OF SUPERVISORS

District 1 Susan Adams	4	\$ 977.39	3,910	20 - 40
---------------------------	---	-----------	-------	---------

District 5 Judy Arnold	4	\$ 977.39	3,910	20 - 40
---------------------------	---	-----------	-------	---------

Qualifications - Candidate shall have been a registered voter of the district which he/she seeks to represent for at least 30 days immediately preceding the deadline for filing nomination documents for the office of supervisor, and shall reside in the district during his/her incumbency. (Govt. Code §25041)

<u>ASSESSOR-RECORDER-4</u> <u>COUNTY CLERK</u>		\$1,683.55	6,734	20 - 40
---	--	------------	-------	---------

Qualifications - Candidate must be a registered voter of the county at the time nomination papers are issued; and hold a valid appraiser's certificate, or obtain a temporary appraiser's certificate no later than 30 days after taking office, issued by the State Board of Equalization. Does not apply to any person holding office of Assessor on January 1, 1997. (Govt. Code §24002.5)

<u>DISTRICT ATTORNEY</u>	4	\$ 2,028.62	8,115	20 - 40
--------------------------	---	-------------	-------	---------

Qualifications - Candidate must be a registered voter of the county at the time that nomination papers are issued and has been admitted to practice in the Supreme Court of the State. (Govt. Code §24002)

<u>OFFICE</u>	<u>TERM YEARS</u>	<u>FILING FEE</u>	<u>SIGNATURES IN LIEU OF FILING FEE</u>	<u>SPONSORS' SIGNATURES</u>
---------------	-------------------	-------------------	---	-----------------------------

<u>SHERIFF-CORONER</u>	4	\$ 1,932.11	7,725	20 - 40
------------------------	---	-------------	-------	---------

Qualifications - Candidate must be a registered voter of the county at the time that nomination papers are issued. No person is eligible to become a candidate for the office of sheriff 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; or
- 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; or
- 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 possess a bachelor's degree from an accredited college or university; or
- 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 possess an Associate in Arts or Associate in Science degree, or the equivalent, from an accredited college; or
- 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 possess a high school diploma or the equivalent.

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. (Govt. Code §24001 and §24004.3)

<u>COUNTY SUPERINTENDENT OF SCHOOLS</u>	4	\$ 2,094.75	8,379	20 - 40
---	---	-------------	-------	---------

- Qualifications -
- a) Must be a registered voter in the district and:
All county superintendents of schools in counties within classes (1) to (8), inclusive, shall possess a valid certification document authorizing administrative services. (Ed. Code §1208)

DISTRICTS:

NUMBER OF VACANCIES

Regular Term

Short Term

SANITARY

Almonte2 + 1

District #1
(Ross Valley) 3

Qualifications - Candidate must be a registered voter in the district. Any additional qualifications are determined by the principal act of the district.

CITIES

City of Belvedere 2

Town of Ross 2

No filing fee is required from any candidate for an office for which no fixed compensation is payable, or for which the annual salary is \$2,500 or less. (Elections Code §8104(a) No sponsor signatures are required except for towns/cities, which require 20 sponsor signatures.

SIGNATURES IN LIEU OF FILING FEE PETITIONS

January 4 – February 10 for Judicial Candidates

January 4 – February 25 for all other candidates

(Elections Code §8106)

A candidate may submit a petition containing signatures of registered voters in lieu of paying the filing fee in order to run for office. The signatures submitted may cover all, or a prorated portion, of the filing fee. Any registered voter who is a resident of the jurisdiction may sign an in-lieu filing fee petition for any candidate for whom he/she is eligible to vote.

Forms to collect signatures in lieu of paying a filing fee may be obtained from the office of the Registrar of Voters, Room 121, 3501 Civic Center Drive, San Rafael 94903. Candidates will receive sufficient forms to cover the required amount of signatures. Any candidate wishing additional forms will be charged \$.15 a sheet.

Forms will be available between January 4, 2010 and February 25, 2010. (See pages 8-14 for total signatures in lieu of filing fee required.) All forms must be filed by 5 p.m. February 25, 2010.

NOTE: Judicial Candidates: Your signatures in lieu petitions must be filed with your Declaration of Intention, no later than February 10, 2010. (See page 18).

The candidate or any registered voter or voters, may serve as circulator to collect signatures.

Only registered voters eligible to vote for the candidate may sign the signature in lieu petition. For American Independent, Green, Libertarian and Peace and Freedom offices, the signer must be affiliated with the same political party as the candidate.

All petitions are validated in the order of arrival to the Elections Office. If a voter signs more candidates' petitions than there are seats to be filled, the voter's signature shall be valid only on those petitions for the number of offices to be filled.

If, after signature verification, the Registrar of Voters finds the petition deficient, the candidate may, before the close of the nomination period, either:

1. Submit supplemental petitions; or
2. Pay a pro-rata fee.
(Any adjustment after the last day of the filing period must be by cash only)

You will be advised by this office if SIGNATURES ARE DEFICIENT.

SIGNATURES IN LIEU OF FILING FEE (continued)

(Elections Code §8106)

SPECIAL REQUIREMENTS FOR CANDIDATES CIRCULATING SIGNATURE IN LIEU PETITIONS IN MORE THAN ONE COUNTY.

Candidates for the following offices must submit their signatures to the County in which the petition was circulated. (Elections Code §8106(4))

- United States Senate
- Representative in Congress
- Member, State Assembly

The petition sections must be filed no later than **February 25, 2010** with the Registrar of Voters.

CANDIDATES PLEASE NOTE: THE NOMINATION PETITION IS ONLY ONE OF THE MANY DOCUMENTS REQUIRED FOR CANDIDACY. Candidates are NOT to assume that because a sufficient in-lieu-filing-fee petition was filed which also fulfilled the nomination petition signatures requirement, that all requirements for candidacy have been completed. Candidates must check with the responsible elections official to determine whether all election requirements have been fulfilled.

DECLARATION OF INTENTION - Judicial Candidates only

February 1 – February 10

Candidates for a judicial office shall file a written and signed declaration of their intention to become a candidate for the office. The declaration of intention shall be filed in the office of the elections official in which his or her nomination papers are required to be filed. (Elections Code §8023)

Filing fees for those candidates required to file declaration of intention must be paid at the time the declaration is filed, or, signatures in lieu of paying filing fee, must be submitted.

Filing fees are not refundable. (Elections Code §§ 8023, 8105(b))

Candidates for judicial office shall state in their declaration of intention for which numerically designated office he/she intends to become a candidate (see page 12 for numerical designation). (Elections Code §§8200, 8023)

No person may be a candidate nor have his or her name printed on any ballot as a candidate for judicial office unless he or she has filed the declaration of intention provided for in this section. If the incumbent of a judicial office fails to file a declaration of intention by February 10, persons other than the incumbent may file declarations of intention no later than the first day for filing nomination papers, February 16, 2010. (Elections Code §8023(b))

If an incumbent of a judicial office files a declaration of intention but for any reason fails to file his or her nomination papers by March 12th, an additional five days shall be allowed for the filing of nomination papers for the office, to March 17th. Any person other than the incumbent, if otherwise qualified, may file nomination papers for the office during the extended period, notwithstanding that he or she has not filed a written and signed declaration of intention. (Elections Code §8204(a)(b))

Filing fees may be paid by money order, cashier, certified, travelers or personal check made payable to Registrar of Voters.

DECLARATION OF CANDIDACY

February 16 – March 12

All candidates for offices at the direct primary election must file a declaration of candidacy and nomination papers with the county elections official. Candidates may not file a declaration of candidacy for more than one office. (Elections Code §8003(b))

Nomination papers are available from the Registrar of Voters beginning February 16, 2010 at 8:00 a.m. upon the payment of the filing fee, presentation of signatures in lieu of filing fee or a combination of both. A candidate shall not remove a declaration of candidacy form from the office of the elections official. (Elections Code 8028)

The Elections Department may not accept for filing any nomination papers, signatures in lieu petitions, or declaration of candidacy unless all blanks therein are completed. (Elections Code §8065)

Nomination filing closes at 5:00 p.m., March 12, 2010, except for those offices with an extended filing period.

Nomination papers must be filed in person. If a candidate is unable to file in person, he/she may file by certified mail or delivery service, with the candidate's signature notarized. Since an original signature is required, ***no faxed documents will be accepted.*** *

No withdrawals of candidacy are permitted after a declaration of candidacy has been filed. (Elections Code §8800)

FILING FEES for non-partisan offices may be paid in cash or by check made payable to the Registrar of Voters at the time that the forms are issued. However, signatures in lieu petitions are available without first paying this filing fee. (El. Code §§8101-8106) Filing fees for partisan offices may be made by money order, cashier, certified, travelers or personal check made payable to the Secretary of State. **Filing fees are not refundable.** (Elections Code §§8105, 8020)

* Note: All candidates filing a declaration of candidacy must execute the declaration in the office of the Registrar of Voters. HOWEVER, a candidate may, in a written statement signed and dated by the candidate, authorize a person to receive a declaration of candidacy form from the Registrar of Voters and deliver it to the candidate and deliver it back to the office for filing. Such statement shall include language indicating that the candidate is aware that the declaration of candidacy must be properly executed and filed at the Registrar of Voters of the county of the candidate's residence by 5:00 p.m. on March 12, 2010. **Because an original signature is required, nomination documents may not be filed by fax.** The candidate's designee may only receive and deliver nomination papers. He/she may not make any changes on the nomination documents. The statement shall be retained by the Registrar of Voters. (Elections Code §8028)

CANDIDATE'S NAME AND

BALLOT DESIGNATION (See Appendix A)

1. A candidate may use a nickname, in addition to his legal name, provided his/her candidacy has been declared under such name on the Declaration of Candidacy. (A.G. Ops 50-87, 5/27/80)
2. No title or degree 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)
3. The ballot designation is limited to three words which describes the candidate's principal occupation. It appears under the candidates name on the ballot.
4. Each candidate that submits a ballot designation, shall file a ballot designation worksheet that supports the use of that ballot designation by the candidate. The ballot designation worksheet shall be filed with the elections official at the same time that the candidate files his/her Declaration of Candidacy. In the event that a candidate fails to file a ballot designation worksheet, no designation shall appear under the candidate's name on the ballot (Elections Code §13107.3) See required "Ballot Designation Worksheet" form on next page.

BALLOT DESIGNATION WORKSHEET

Name of Candidate: _____

Office Sought: _____

Daytime Telephone Number: _____ Evening: _____

FAX Number: _____ E-Mail Address: _____

Name of Attorney (or other person authorized to act in your behalf)

_____ Telephone Number: _____

FAX Number: _____ E-Mail Address:

PROPOSED BALLOT DESIGNATION:

1st Alternative: _____

2nd Alternative: _____

Describe what you do and why you believe you are entitled to use the requested ballot designation. If using the title of an elective office, you may submit a copy of your certificate of election or appointment.

Your Job Title: _____

Dates in Position: _____

Name of Employer or Business: _____

Person(s) who can verify this information:

Name(s): _____

Telephone Number(s): _____

To the best of my knowledge and belief, the above-requested ballot designation(s) represent my true principal profession(s), vocation(s), and/or occupation(s) that I am entitled to use as my ballot designations pursuant to §13107 of the California Elections Code.

Signed this _____ day of _____, 2010__, in _____.
(Location)

You may attach any documents or exhibits that you believe support your proposed ballot designation. These documents will not be returned to you, so **do not submit originals.**

For your reference, the relevant provisions of Elections Code §13107 are reproduced below:

13107. (a) With the exception of candidates for Justice of the State Supreme Court or court of appeal, immediately under the name of each candidate, and not separated from the name by any line, may appear at the option of the candidate only one of the following designations:

(1) Words designating the elective city, county, district, state, or federal office which the candidate holds at the time of filing the nomination documents to which he or she was elected by vote of the people, or to which he or she was appointed, in the case of a superior, municipal, or justice court judge.

(2) The word "incumbent" if the candidate is a candidate for the same office which he or she holds at the time of filing the nomination papers, and was elected to that office by a vote of the people, or, in the case of a superior, municipal, or justice court judge, was appointed to that office.

(3) No more than three words designating either the current principal professions, vocations, or occupations of the candidate, or the principal professions, vocations, or occupations of the candidate during the calendar year immediately preceding the filing of nomination documents. For purposes of this section, all California geographical names shall be considered to be one word.

(4) The phrase "appointed incumbent" if the candidate holds an office other than a judicial office by virtue of appointment, and the candidate is a candidate for election to the same office, or, if the candidate is a candidate for election to the same office or to some other office, the word "appointed" and the title of the office. In either instance, the candidate may not use the unmodified word "incumbent" or any words designating the office unmodified by the word "appointed." However, the phrase "appointed incumbent" shall not be required of a candidate who seeks reelection to an office which he or she holds and to which he or she was appointed, as a nominated candidate, in lieu of an election, pursuant to Sections 5326 and 5328 of the Education Code or Section 7228, 7423, 7673, 10229, or 10515 of this code.

(b) Neither the Secretary of State nor any other election official shall accept a designation of which any of the following would be true:

(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 or words which it modifies.

(4) It uses a word or prefix, such as "former" or "ex-," which means a prior status. The only exception is the use of the word "retired."

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

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

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

(c) If, upon checking the nomination documents, the election official finds the designation to be in violation of any of the restrictions set forth in this section, the election official shall notify the candidate by registered or certified mail return receipt requested, addressed to the mailing address appearing on the candidate's nomination documents.

(1) The candidate shall, within three days from the date of receipt of the notice, appear before the election officer or, in the case of the Secretary of State, notify the Secretary of State by telephone, and provide an alternate designation.

(2) In the event the candidate fails to provide an alternate designation, no designation shall appear after the candidate's name.

(d) No designation given by a candidate shall be changed by the candidate after the final date for filing nomination documents, except as specifically requested by the elections official as specified in subdivision (c) or as provided in subdivision (e).

(e) The designation shall remain the same for all purposes of both primary and general elections, unless the candidate, at least 98 days prior to the general election, requests in writing a different designation which the candidate is entitled to use at the time of the request.

13107.5. (a) A candidate's ballot designation as "community volunteer" shall constitute a valid principal vocation or occupation for purposes of subdivision (a) of Section 13107, if not otherwise in violation of any of the restrictions set forth in that section, and subject to the following conditions:

(1) A candidate's community volunteer activities constitute his or her principal profession, vocation, or occupation.

(2) A candidate is not engaged concurrently in another principal profession, vocation, or occupation.

(3) A candidate may not use the designation of "community volunteer" in combination with any other principal profession, vocation, or occupation designation.

(b) The Secretary of State shall by regulation define what constitutes a community volunteer for purposes of this section.

NOMINATION PAPERS (PETITIONS)

February 16 – March 12
(5-day extension to March 17)

Candidates for federal, state and county offices are required to file nomination petitions with the number of valid signatures required for the offices.

The minimum and maximum numbers of sponsor signatures required for each office are given on page 8 through page 14. Sponsors signing these nomination papers must be registered voters eligible to vote for the candidate.

If sponsor signatures submitted exceed the maximum, the elections office will withdraw the excess with the written consent of the candidate. (Elections Code §8067)

Candidates utilizing signatures in lieu of filing fee forms shall designate to the election officer those pages of signatures being submitted as sponsor signatures.

Each signer can sign only as many petitions as there are positions to be filled for such office. A candidate is permitted to sign his own petition.

Each signer should be instructed to place his/her printed name, signature, residence address and city. Each signer must sign in the presence of the candidate or circulator.

The circulator's affidavit must be completed in full or the nomination papers (signatures in lieu) will not be accepted.

All nomination papers for a particular office must be received by the Elections Department no later than March 12th (unless there is an extension) for examination and filing. Papers will be forwarded to the Secretary of State for Federal and State legislative candidates.

Upon receipt of an executed nomination document, the Elections Department shall give the person delivering such document a dated receipt indicating that the document was received. (El. Code §8020)(c)

PAYMENT OF FILING FEE

If no Declaration of Intention was filed due to an extension, a candidate must pay the appropriate filing fee when the declaration of candidacy papers are issued.

The fee may be paid in full, by submission of the appropriate number of signatures in lieu of the filing fee or a combination of both.

CANDIDATES' STATEMENT OF QUALIFICATIONS

February 16 – March 12, 2010
(March 17 if extension applies)

Important notice to candidates in districts that are in more than one county: All State legislative candidates, who have adopted the voluntary expenditure limits pursuant to Proposition 34, and candidates for United States Representative, are eligible to submit a 250-word **Statement of Qualifications** to be printed in the Sample Ballot Booklet. Procedures, requirements, fees, formats and public examination periods for candidate statements may vary between counties. *It is the candidate's responsibility to contact each county (in which he or she wishes to have a statement printed) to obtain the appropriate information from each county.* Failure to do so may jeopardize the printing of the candidate's statement.

A candidate for non-partisan office may, at the time of filing his/her nomination papers, file a typed 200 word statement of education and qualifications on the appropriate form provided by the Registrar of Voters. Information attached to the form will explain legal restrictions pertaining to the contents of a statement. (Elections Code §13307)

Each candidate submitting a statement of qualifications will receive proofs prior to printing. ONLY typographical errors will be corrected; no changes are allowed by law. Statements may be withdrawn until 5:00 p.m. of the next working day after the close of filing. (Elections Code §13307)

Candidates' statements of qualifications will be printed and mailed to voters in the voter pamphlet portion of the sample ballot booklet at the candidate's expense.

Candidates' statements must be paid for at the time they are submitted to our office with nomination papers. Estimated costs of statements of qualifications appear on page 30. If a candidate wishes to have a Spanish translation of the statement, cost will be doubled and a translation fee charged.

Candidates in run-off elections may resubmit the same statement or present a new statement of qualifications. The statement accompanied by full payment must be submitted to the Elections Department NO LATER THAN August 6, 2010 (88 days prior to the November 2010 election.) (Elections Code §13307)

PLEASE NOTE: Statements will not be accepted unless they are submitted with the form provided by the Marin County Registrar of Voters. This form is part of your election packet distributed with your Declaration of Candidacy and Nomination Papers. Your statement may be typed directly on the form in block paragraph form only, or typed on a separate piece of paper and attached to the required form.

SEE THE FOLLOWING PAGES FOR A SAMPLE OF THE CANDIDATE'S STATEMENT OF QUALIFICATIONS

THE CANDIDATE'S STATEMENT ON THE FOLLOWING PAGE,
TYPED ON OUR FORM,
WILL APPEAR ON THE SAMPLE BALLOT AS FOLLOWS:

**STATEMENT OF CANDIDATE FOR
MEMBER, CITY COUNCIL
City of Candidate**

JOHN/JANE DOE

AGE: 21

Occupation: Manager

Education and Qualifications: I can bring to the office a diversity of viewpoints and experience. Born and raised in the San Francisco area, with my family still farming, I can appreciate the concerns of the environmentalists. On the other hand, having been in business since my undergraduate days at college, and with my experience in the rental and real estate field, I appreciate the practical housing choices and frustrations with high rental cost. As a Member of the City Council, I would balance the narrow spectrum of views that have dominated the Council the past four years. I advocate a program to protect our neighborhoods from increasing overcrowding and visual blight.

THE STATEMENT WILL BE SPACED INTO A SQUARE 5-12" X 3-3/4" OR ¼ OF A PAGE. The count (200 words) commences after "Education and Qualifications".

No special marks such as underlining, stars, dots/bullets, italics, bold type or all capital letters will be accepted. Candidate Statements are to be in block form as explained on the following page. Any list, outline or single line paragraphs on the statement will be reformatted into a block form by the Elections Department.

Persons who have filed Candidate Statements will receive a full refund if that district's race does not appear on the ballot due to insufficient filings.

Candidate Statement

Office Title: _____ Jurisdiction: _____

CANDIDATE'S STATEMENT Brief statement of not more than **250 words for legislative and congressional candidates**, and **200 words for nonpartisan candidates**, expressed by the candidate himself/herself. Candidate must **type** the candidate's statement in upper and lower case type. Neither grammar nor spelling will be proofed nor changed.

Candidate Name: _____
(printed name)

Occupation: _____

Age: _____ (optional)

My education and qualifications are: _____

- | |
|---|
| <p><input type="checkbox"/> I do not elect to file a candidate statement. <input type="checkbox"/> I wish to have my statement printed in Spanish as well
As English and will pay the additional cost.</p> <p><input type="checkbox"/> I am indigent and unable to pay for my prorated costs in advance. Attached is a financial statement pursuant to EC §13309 and a release authorizing you to obtain a copy of my most recent federal income tax form. I certify under penalty of perjury that the financial statement is true and correct.</p> <p><input type="checkbox"/> PURSUANT TO EC §§ 13307, 13308, I state that I prepared the statement which is to be printed in a voter's pamphlet and mailed to each registered voter of my district. I further state that if the cost of printing is the responsibility of the candidate, I will pay for my prorated cost of the statement at such time as instructed by the officer conducting the election.</p> |
|---|

Date: _____

Signature: _____

MARIN COUNTY REGISTRAR OF VOTERS
CANDIDATE'S STATEMENT
(FILING RULES/AGREEMENT)

General Information: The law permits Nonpartisan, State Legislative Candidates (who have accepted the voluntary spending limitations outlined within Prop. 34), and Congressional candidates to file a Candidates Statement to be mailed with the sample ballot. Filing of Statement is optional.

Form: The statement must be typed on a form provided by the Election Official or typed on a separate piece of paper and attached to the form. A hard copy of the candidate statement is required at filing. The Candidate's Statement must be typed single spaced in a block paragraph in upper and lower case type. All Statements will be printed in uniform style and size of type in standard paragraph form, outline form is not acceptable. The following **WILL NOT** be permitted: (**italics, all capital letters, extra exclamation points, lists, highlights, bold, underlined, or bold and underlined**). Statements will be typeset exactly as submitted; candidates are therefore advised to carefully check their statements for errors in spelling, punctuation and grammar. The Registrar of Voters makes corrections only to the format of the statement. If the statement is not submitted in the required format, the Registrar of Voters will reformat. The California Elections Code intends uniformity of appearance of the candidate's statements. This avoids favored composition or printing of one candidate's statement over another. The statement will be printed in accordance with the requirements of the California Elections Code.

Content: The Candidate's statement includes the name and shall be limited to a recitation of the candidate's own personal background and qualifications and shall not in any way make reference to other candidates for that office or to another candidate's qualifications, character, or activities. The statement shall not include the party affiliation of the candidate, nor membership or activity in partisan political organizations. The statement should be a brief description of the candidate's education and qualifications in no more than **200 words** (Non-partisan office) or **250 words** (State Legislative and Congressional offices). It may include the age and occupation of the candidate.

When and Where to File Statement: The Candidate's statement shall be filed in the office of the Election Official when the nomination papers are returned for filing during the nomination period which ends on **March 12, 2010**, the **88th day** before the election. It may be withdrawn, but not changed, during the period of filing nomination papers and until 5 p.m. of the next working day after the close of the nomination period. For offices that are extended, the statement must be filed by 5 p.m. on March 17, 2010.

**** Candidates running in jurisdictions that cross multiple counties who wish to file a candidate statement within the other counties, must file their statement with the election official in each county.***

Cost: The local agency may estimate the total cost of printing, handling, translating, and mailing the Candidate's statement filed pursuant, to this section, including costs incurred as a result of complying with the Voting Rights Act of 1965, as amended. Each candidate filing a statement is required to pay the local agency in advance the cost of the statement to be included in the voter's pamphlet. If the office does not go on the ballot, the cost of the statement will be refunded.

GENERAL INFORMATION REGARDING ELECTION

EXTENDED FILING PERIOD

If nomination papers for an incumbent elective officer are not filed by March 12, 2010, 5:00 p.m., the filing period for that office is extended to March 17, 2010, 5:00 p.m. for NON-INCUMBENTS ONLY. (Elections Code §8024) **THERE SHALL BE NO EXTENDED FILING PERIOD FOR CANDIDATES TO COUNTY PARTY CENTRAL COMMITTEES OR FOR ANY OFFICE WHERE THE INCUMBENT CANNOT FILE DUE TO TERM LIMITS.**

BALLOT ORDER OF NAMES

On March 18, 2010, the Secretary of State will conduct a drawing of the letters of the alphabet at 11:00 a.m. The resulting randomized alphabet will be the basis for determining the order of candidates in the election. Each candidate will be placed on the ballot in the order that each of the letters of his/her surname was drawn in the drawing. For example, the placement of candidates with the surnames of Campbell and Carlson will depend on the order in which the letters M and R were drawn. (Elections Code §13112)

If the office is that of Member of the Assembly and the district includes more than one county, the elections official in each county shall conduct a random alphabet drawing. The results of this drawing will determine the order of assembly candidates in these counties.

WHEN SUCCESSFUL CANDIDATES TAKE OFFICE

Federal

Rep. In Congress (U.S. Const. Amend. XX, Sec. 1)	January 3, 2011
U.S. Senator (U.S. Const. Amend. XX, Sec. 1)	January 3, 2011

State

Assemblyman (Art. IV, Sec. 2a, Cal. Const.)	December 6, 2010
Other State Ofcs (Art. V, Sec. 11, Cal..Const.)	January 3, 2011

County

Superior Court (Art. VI, Sec. 16c, Cal. Const.)	January 3, 2011
Supervisors (Govt. Code 24200)	January 3, 2011

Central Committees

Each County Central Committee will notify all newly-elected members before the organizational meeting.

Sanitary District Directors

Directors take office at the first regular district meeting following the adoption of the results of votes cast by the County Board of Supervisors. (Health & Safety Code §6580.1)

CONDITIONS RELATING TO CANDIDATES APPEARING ON THE BALLOT

Each candidate who has filed nomination papers for the upcoming election shall appear on the ballot except for the following situations:

JUDICIAL – If only the incumbent has filed nomination papers for the office of Superior Court Judge:

- a) his/her name shall not appear on the primary election ballot unless there is filed with the Registrar, no later than March 22, 2010, a petition indicating that a write-in campaign will be conducted for the office and signed by 100 registered voters eligible to vote for the office.
- b) his/her name shall not appear on the general election ballot unless there is filed with the Registrar no later than August 16, 2010, a petition indicating that a write-in campaign will be conducted for the office and signed by 100 registered voters eligible to vote for the office. (Elections Code §8203)

SPECIAL DISTRICTS – If on the 83rd day prior to the district election, March 17, 2010, the number of candidates is less than the number of offices to be filled within a district, the Registrar of Voters shall request the Board of Supervisors to appoint the candidates who have been nominated. If no person has been nominated, the Board of Supervisors shall appoint any qualified person. Appointees shall qualify and take office and serve exactly as if elected at the district election. (Elections Code §10515)

COUNTY CENTRAL COMMITTEES

American Independent, Democratic and Republican,
Green, Libertarian and Peace & Freedom

If the number of candidates nominated for election to central committee from an assembly or supervisorial district does not exceed the number of candidates to be elected from that assembly or supervisorial district, the candidates' names shall not appear on the ballot unless there is filed with the elections official, not later than 20 days after the final date of filing nomination papers, a petition indicating that a write-in campaign will be conducted for the office and signed by 25 registered voters affiliated with the political party. In lieu of the election, the Board of Supervisors shall declare the nominated candidates elected and those candidates shall be entitled to receive a certificate of election in the same manner as other candidates elected to a committee. (Elections Code Sections 7423, 7673, 7228)

PRIMARY

June 8, 2010

ESTIMATED COSTS*

District	Estimated* # of Voters	Precinct Index*	Candidates* Statement	Labels*
<u>Countywide</u>	149,627	\$ 75.00	\$ 1,270.00	\$ 6,000.00
<u>Supervisors</u>				
1 st District	30,477	15.50	377.00	1,240.00
5 th District	29,669	15.00	371.00	1,200.00
<u>Sanitary</u>				
Almonte	1,087	1.00	156.00	80.00
District #1 (Ross Valley)	29,803	15.00	372.00	1,200.00
<u>Cities</u>				
City of Belvedere	1,534	1.00	160.00	80.00
Town of Ross	1,657	1.00	160.00	80.00

- Subject to change as registered voters figures change. Labels ordered per registered voters. If ordered by household, it should be approximately 65% - 75% of the registered voters.

Precinct maps are available at \$9.00 each or \$36 for a set of four which includes the entire county.

SECTION II

NOVEMBER 2, 2010

GENERAL ELECTION

MARIN COUNTY REGISTRAR OF VOTERS

CALENDAR OF IMPORTANT DATES FOR NOVEMBER 2, 2010 GENERAL ELECTION

DATES	DOCUMENTS/ACTIVITY	APPLIES TO
April 23-July 22 (E-193-E-103)	Signatures in lieu of filing fees petitions – obtain and file signatures in lieu of filing fees.	Independent candidates where filing fee is required. (EC 8106,8403(a)(1))
June 7- Aug. 6 (E-148-E-88)	Nominations period for independent candidates. Obtain and file nominations papers.	Independent candidates where filing fee is required (EC 8403 (a)(1))
July 12-Aug. 6 (E-113-E-88)	Nominations period for all other candidates.	All other candidates
July 27 (E-98)	Deadline to request a different ballot designation than the one used for the Primary Election.	Run-off candidates for General Election
August. 2* (E-92)	Semi-annual campaign financial reports due.	All candidates – from last report to June 30, 2010.
August 6 (E-88)	Last day to advise the ROV if candidate will use the same statement of qualifications in November or submit a new one and pay fee.	Run-off candidates for General Election
August 7-16) (E-87-E-78)	10-day examination period for candidate’s statements.	For candidates’ statements filed by Aug. 6.
August 7-11 (E-87-E-83)	Nominations period – 5 day extension	Applies only if incumbent did not file by August 6. <i>Does not apply to Central Committees or incumbents.</i>
August 9 (E-85)	Last day to withdraw candidate’s Statement of Qualifications.	Candidates who filed by Aug. 6.
August 11 (E-83)	Last day to file a petition forcing a contest on the General Election ballot.	Applies only to contests with insufficient candidates
August 12 (E-82)	Last day to withdraw candidate’s statement of qualifications.	Applies to candidates who filed during extended period.
August 12-21 (E-82-73)	10-day examination period for candidate’s statements.	Applies to statements filed during extended period
August 12 (E-82)	Random alphabet drawing by Secretary of State.	Determines order of candidates’ names on ballot
Sept. 3 (E-60)	First day to mail ballots to overseas and military voters.	Voters who are overseas or in military
Sept.7*-Oct. 19 (E-57-E-14)	Write-in candidates obtain and file nomination papers	Write-in candidates only
Sept. 10	Deadline to request precinct indexes and mailing labels for delivery before election.	
Sept.23 (E-40)	First day to mail sample ballot and voter information pamphlets.	All registered voters

Oct. 4 (E-29)	First day to mail ballots to vote-by-mail voters. 1 st day of voting in person at elections office.	Any voter who wishes to vote at the elections office or who applies to vote by mail.
Oct. 5 (E-28)	Deadline to file 1st pre-election campaign expense report.	All candidates. From last report to 9/30/2010.
Oct. 18 (E-15)	Deadline to register to vote in November 2, 2010 Election.	
Oct. 21 (E-12)	Deadline to file 2 nd pre-election campaign expense report.	All candidates. From last report to 10/16/2010.
Oct. 21 (E-12)	Logic and Accuracy test	Observers welcome
Oct. 26 (E-7)	Last day ROV can accept application for a vote-by-mail ballot through US mail.	
Oct. 27-Nov. 2 (E-6-E-0)	Vote in person at the election office or authorize in writing a representative to pick up a ballot.	Any Voter unable to go to the polls on Election Day.
Nov. 2 (E-0)	Election Day	Polls open from 7:00 a.m. to 8:00 p.m.
Nov. 12 (E+10)	Random section of precincts for 1% manual tally and manual tally.	9:30 a.m. at Registrar of Voters' Office
Nov. 30 (E+28)	Deadline to certify election	
Dec. 3, 2010	Newly-elected school and district officers take office.	School districts and special districts
Dec. 6, 2010	Newly elected state legislators take office	State legislators who were elected Nov. 2
Jan. 3, 2011	All other newly elected officers take office	Applies to Judges, County Supervisors, County Officers, and MMWD Directors
Jan 31, 2011	Deadline to file semi-annual campaign expense reports	All candidates. Covers period from 10/17/2010-12/31/2010

* Asterisks: when the starting or ending dates of a time period fall on a Saturday, Sunday or a holiday, the deadline is moved forward to the next business day. Dates moved forward are shown with an asterisk.

Rev. 12/7/09

CITIES

City of Sausalito 2

DISTRICTS:

NUMBER OF VACANCIES

	<u>Regular Term</u>	<u>Short Term</u>
<u>WATER</u>		
Marin Municipal Water		
Division No. 1	1	
Division No. 2	0	1
Division No. 3	1	
Division No. 4	1	

Qualifications – Candidate must be a registered voter of the county and a resident of the division in which the duties of the office are to be exercised at the time that nomination papers are issued. (Govt. Code §24001, Water Code §71501)

Stinson Beach Water 2

Qualifications – Candidate must be a registered voter residing within the district. (Govt. Code 24001)

SCHOOL DISTRICTS:

NUMBER OF VACANCIES

	<u>Regular Term</u>	<u>Short Term</u>
Bolinas-Stinson Union.	3	+ 1
Sausalito Marin City	3	
Petaluma Jt. Union High.	3	
Sonoma Co. Jr. College		
Trustee Area No. 2	1	
Sonoma Co. Bd. Of Ed		
Trustee Area No. 2	1	

Qualifications – Registered voter in the district who is not disqualified by the Constitution or laws of the state from holding a public office. (Ed. Code §35107). Cannot be an employee of the school district.

NOMINATION PAPERS

Nomination petitions are available from July 12, 2010 through August 6, 2010, 5:00 p.m., at the office of the Registrar of Voters, Room 121, Civic Center, 3501 Civic Center Drive, San Rafael, CA 94903.

If an incumbent office holder does not file for office by 5:00 p.m., August 6, 2010, the filing period for that district is extended to August 11, 2010, 5:00 p.m., for non-incumbents only. (Elections Code §8024)

The Marin County Registrar of Voters will not accept nomination papers for filing unless all forms are completely filled out.

WITHDRAWAL OF NOMINATION PAPERS

Withdrawal of a candidacy is not permitted after the 88th day prior to the election, August 6, 2010. (August 11th for extended filing period.) (Elections Code §8550.)

INSUFFICIENT NOMINEES

SPECIAL DISTRICTS

If the number of candidates is equal to or less than the number of vacancies to be filled within the particular district, the Registrar shall request the Board of Supervisors to appoint the candidates who have been nominated. If no person has been nominated, the Board of Supervisors shall appoint any qualified person. Appointees by the Board of Supervisors shall qualify and take office and serve exactly as if elected at the General Election. (Elections Code §10515)

SCHOOL DISTRICTS

If the number of candidates is equal to or less than the number of offices to be filled within a particular district, an election will not be held and the qualified person (or persons) shall be seated at the organizational meeting of the school district governing board.

If no person has been nominated, or an insufficient number is nominated, the governing board shall appoint any qualified person (or persons) at a meeting held prior to the day fixed for the election. Such appointees shall be seated at the organizational meeting of the board as if elected at a district election. (Ed. Code §5328 and §5328.5)

CANDIDATE'S STATEMENT OF QUALIFICATIONS

See pages 24 through 27, Section I. Statements may be withdrawn until 5:00 p.m. August 9th. In case of extended filing periods, the withdrawal date for statements of qualifications is 5:00 p.m., August 12, 2010. (Elections Code §13307(c))

WHEN CANDIDATES TAKE OFFICE

Board of Supervisors and County officers take office at 12:00 noon on January 3, 2011. (Govt. Code 24200)

Special District candidates take office at 12:00 noon on December 3, 2010 (Elections Code §10554).

School District candidates take office on Friday, November 26, 2010. Candidates who are elected to short terms take office at the next regularly-scheduled meeting of the governing board following the certification of election results. (Ed. Code §1007, §5017)

The Registrar of Voters will forward the oaths of office to the superintendent of schools and the district managers who will arrange to administer them.

GENERAL ELECTION

November 2, 2010

ESTIMATED COSTS*

District	Estimated* # of Voters	Precinct Index*	Candidates* Statement	Mail* Labels
<u>DISTRICTS</u>				
Bolinas Fire	1,039	\$ 1.00	\$ 156.00	\$ 80.00
Marin Healthcare	115,626	58.00	1,015.00	4,640.00
Strawberry Recreation	2,705	1.50	168.00	120.00
Mesa Park	1,064	1.00	156.00	80.00
Marin Resource Conservation	3,373	2.00	173.00	160.00
Marin Municipal Water				
Division 1	22,383	11.50	316.00	920.00
Division 2	16,673	8.50	273.00	680.00
Division 3	26,039	13.50	343.00	1,080.00
Division 4	24,731	12.50	333.00	1,000.00
Stinson Beach Water	486	.50	152.00	40.00
<u>SCHOOLS</u>				
Bolinas-Stinson Union	1,538	1.00	160.00	80.00
Sausalito Marin City	7,325	4.00	203.00	320.00
Petaluma Jt Union High	217	.50	150.00	40.00
Sonoma Community College Trustee Area No. 2	217	.50	150.00	40.00
Sonoma County Board of Ed., Trustee Area No. 2	217	.50	150.00	40.00

ESTIMATED COSTS* (continued)

District	Estimated* # of Voters	Precinct Index*	Candidates* Statement	Mail* Labels
<u>CITIES</u>				
City of Sausalito	5,176	\$ 3.00	\$ 187.00	\$ 240.00

* Subject to change as registered voters figures change. Labels ordered per registered voters. If ordered by household, it should be approximately 65% - 75% of the registered voters.

Precinct maps are available at \$9.00 each or \$36.00 for a set of four which includes the entire county.

SECTION III: CAMPAIGN FINANCE/MISCELLANEOUS FILINGS

THIS SECTION PERTAINS TO CERTAIN FILING REQUIREMENTS OF LOCAL CANDIDATES.

STATE CANDIDATES SHOULD CONTACT THE FAIR POLITICAL PRACTICES COMMISSION 866-275-3772 FOR ON-LINE FILING REQUIREMENTS AND OTHER STATE REGULATIONS.

FEDERAL CANDIDATES ARE NOT COVERED BY MOST OF THIS SECTION. THEY MUST CONTACT THE FEDERAL ELECTION COMMISSION 800-424-9530.

THE FOLLOWING MAY NOT APPLY TO GENERAL PURPOSE AND BALLOT MEASURE COMMITTEES. CONTACT THE ELECTION DEPARTMENT FOR DETAILS.

ALL CAMPAIGN FORMS ARE CONSIDERED PUBLIC DOCUMENTS AND ARE POSTED ONLINE.

IMPORTANT CONTACT INFORMATION

MARIN COUNTY REGISTRAR OF VOTERS Attn: Dan Miller

3501 Civic Center Dr, Room 121, San Rafael, CA
Phone: 415-499-6437
Mailing address: PO Box E, San Rafael, 94913
Fax: 415-499-6447
Email: danmiller@co.marin.ca.us

SECRETARY OF STATE – POLITICAL REFORM DIVISION

1500 11TH Street, Room 495
Sacramento, CA 95814
916-653-6224
www.sos.ca.gov/elections

FAIR POLITICAL PRACTICES COMMISSION

428 J Street, Suite 620
Sacramento, CA 95814
866-275-3772
www.fppc.ca.gov

REFER TO THE APPROPRIATE MANUALS FOR COMPREHENSIVE INFORMATION

HERE ARE A FEW OF THE BASICS:

- If you raise or spend funds you must file the Form 501 with the proper filing agency. You must deposit all funds into a campaign bank account. Never commingle contributions with funds from a personal account.
- You may open a campaign committee at any time, but you *must* do so once \$1000 is raised or spent by filing a Form 410 with the Secretary of State and the proper filing agency. Be sure to include your name, the office sought, and the year of the election in the title of the committee.
- Office holders with existing committees must re-designate the committee prior to the election period. Existing bank accounts and committees may not be used if the candidate is seeking election to a different office.
- Never accept \$100 or more in cash. For contributions of \$100 or more, including loans and in-kind contributions, you must disclose the contributor's name, address, occupation and employer. Maintain details on contributions and expenditures of \$25 or more. Refer to recordkeeping guidelines in your campaign disclosure manual.
- Except for mass mailings (more than 200 pieces) committee identification is not required by the Political Reform Act on most advertisements when it is paid for by a candidate in support of his or her own campaign. See Manual 2 for details.
- Candidates may not use campaign funds to make independent expenditures to support or oppose other candidates.
- Know the due dates for campaign statements and *file on time*. Filing late may result in monetary penalties. Failure to file will result in enforcement proceedings with the Fair Political Practices Commission.
- If \$1,000 or more is received from a single source during the last 16 days before the election, disclose receipt within 24 hours, even if the contribution is from your personal funds. This includes multiple contributions aggregating to \$1000 or more.
- Candidates should inquire about any local campaign finance restrictions. After the election all candidates have future filing obligations. See Manual 2 for the use and restrictions of surplus and campaign funds.

CANDIDATE CAMPAIGN FINANCE FORMS

FORM 501 – STATEMENT OF INTENT

Candidates for state or local office must file this form prior to solicitation or receipt of any contribution, or expenditure of personal funds used for the election. Exception: This form is not required if you will not solicit or receive contributions from other persons, and the only expenditures will be from your personal funds used for the filing fee and statement of qualification in the sample ballot. Candidates who file a Form 501 must establish a separate bank account with a financial institution in California, if they accept contributions. Please refer to Manual 2 for more information.

FORM 470 – CAMPAIGN STATEMENT

All candidates who have filed a Form 501 must file at least one campaign statement before the election. Candidates may file the Form 470 if they do not have a controlled committee, do not anticipate receiving contributions totaling \$1000 or more during the calendar year, and do not anticipate spending \$1000 or more during the calendar year. The Form 470 is filed once, by the first pre-election due date. If the \$1000 threshold is achieved, candidates must file the Form 470 Supplement, and establish a campaign committee. Please refer to Manual 2 for more information.

FORM 410 - STATEMENT OF ORGANIZATION

Candidates must use Form 410 to establish a campaign committee, no later than within 10 days after the committee has spent or received \$1000 or more. Form 410 is also used to amend changes to the committee, and termination of the committee. By establishing a committee, candidates are required to file periodic campaign statements until the committee is closed. All committees must file the Form 410 with the Secretary of State and their local filing agency. Please refer to Manual 2 for more information.

FORM 460 – RECIPIENT COMMITTEE CAMPAIGN STATEMENT

Candidate controlled committees are required to use Form 460 to report all campaign activity during scheduled semi-annual and pre-election periods. Statements must be completed fully and accurately, and filed on time per the filing schedule. Please refer to Manual 2 for more information.

FORM 497 – LATE CONTRIBUTION REPORT

A Late Contribution Report must be filed if a committee controlled by the candidate receives a contribution (including aggregated amounts) from a single source, or makes contributions, totaling \$1,000 or more to a candidate or primarily formed committee during the 16 days prior to the candidate's election.

Other special reports may be required depending on the committee's activity. Please refer to Manual 2, or contact your local filing officer for more information.

CAMPAIGN FINANCE INFORMATION

CONTRIBUTION LIMITS

Contribution limits may vary between cities and districts. Please contact your local jurisdiction. At the time of this printing, the County of Marin does not regulate contribution limits.

COMMINGLING WITH PERSONAL FUNDS PROHIBITED

No contribution shall be commingled with the personal funds of the recipient or any other person. (Gov. Code §84307)

PROMPT REPORTING OF CONTRIBUTIONS

All contributions received by a person acting as an agent of a candidate shall be reported promptly to the candidate or any of his or her designated agents.

All contributions received by a person acting as an agent of a committee shall be reported promptly to the committee's treasurer or any of his or her designated agents. "Promptly" as used in this section means not later than the closing date of any campaign statement the committee or candidate for whom the contribution is intended is required to file. (Gov. Code §84306)

LATE CONTRIBUTIONS

A candidate or committee who receives \$1,000 or more, and a candidate or committee that makes a "late contribution" during *THE LAST 16 DAYS BEFORE THE ELECTION*, must report within 24 hours by telegram, mailgram, any over night guaranteed delivery service or personal delivery (not by regular mail) to every place where the candidate or committee receiving the contribution is required to file campaign statements. Reports to our office may be sent by FAX (415) 499-6447.

PENALTIES FOR VIOLATIONS

If any person files an original statement or report after any deadline imposed by the Political Reform Act, he or she may be subject to a fine of \$10 per calendar day *beginning the day after the filing deadline* until the statement is filed. Fines are not to exceed the cumulative amount stated in the late statement, or \$100, whichever is greater. (Gov. Code §91013)

Any person who intentionally or negligently violates any of the reporting requirements of the Act shall be liable in a civil action brought by the civil prosecutor or by a person residing within the jurisdiction for an amount not more than the amount or value not properly reported. (Gov. Code §91004)

INDEPENDENT EXPENDITURES

An independent expenditure is a payment for a communication that expressly advocates the support or opposition of a clearly defined candidate or ballot measure. Candidates may not make independent expenditures from their campaign committee to support or oppose other candidates.

CAMPAIGN INFORMATION

DEFINITION OF "MASS MAILING"

"Mass mailing" 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. (Gov. Code §82041.5)

Solicitation letters, notices of fundraising events, newsletters sent by the candidate or committee, and other types of campaign literature are common types of mass mailings.

MASS MAILING

The sender of a mass mailing is the candidate or committee who pays for the largest portion of the mailing. The sender must be identified by name, address, and city on the outside of the mailing and on at least one insert. If the sender of the mass mailing is a single officeholder, candidate, or committee, the identification need only be shown on the outside of each piece of mail. If the sender is a controlled committee, the name of the person controlling the committee must also be included. A committee may use a post office box if its street address is a matter of record with the Secretary of State. It is not necessary to include the committee's identification number or the name of a committee treasurer or on the mailing.

Type size must be at least six points, printed in a color or typeface that contrasts with the background.

If two or more officeholders, candidates, or committees pay an equal share of the costs of the mailing, at least one of them must be identified on the outside of the mailing, and all of them must be identified on the inside.

In the case of a mass mailing paid for by one officeholder, candidate or committee on behalf of another candidate or committee (i.e., mass mailings that are in-kind contributions), the officeholder, candidate, or committee that pays for the mailing must be identified as the sender of the mailing.

A "slate mailer" is a mass mailing (more than 200 substantially similar pieces of mail sent in a calendar month) which supports or opposes a total of four or more candidates or ballot measures. Detailed slate mailer information can be found in Information Manual F.

ADVERTISING

Any paid political advertisement that refers to an election or candidate for an elective office and that is contained in or distributed with a newspaper must say "Paid Political Advertisement" in type at least one half the size type in the advertisement or 10 point roman type, whichever is larger. Such words shall be set apart from any other printed matter.

As used in this section "Paid Political Advertisement" shall mean and shall be limited to, published statements paid for by advertisers for purposes of supporting or defeating any person who has filed for an elective office. (Ref. Gov. Code §20008)

An advertisement as defined in Government Code section 84501 includes but is not limited to the following:

(1) Programming received by a television or radio; (2) A communication as described in subdivision (a) of Government Code section 84501 that is placed in a newspaper, periodical, or magazine of general circulation; (3) A telephone or facsimile message that is not solicited by the recipient and is intended for delivery in substantially similar form to 200 or more households; (4) A direct mailing that is not solicited by the recipient and is intended for delivery in substantially similar form to 200 or more households; (5) Posters, door hangers, and yard signs produced in quantities of 200 or more; (6) A billboard; (7) Campaign buttons 10 inches in diameter or larger, and bumper stickers 60 square inches or larger produced in quantities of 200 or more.

In addition to the exempted communications in subdivision (b) of Government Code section 84501, the following are not an "advertisement": (1) A small promotional item (e.g., pen, pin, etc.) upon which the disclosures required by Government Code sections 84503, 84506 and 84507 cannot be conveniently printed or displayed, wearing apparel, and skywriting; (2) A communication from an organization to its members, other than a communication from a political party to its members; (3) A web-based or Internet-based communication. (Gov. Code §18450.1)

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. (Gov. Code §18301)

POLITICAL SIGNS

It shall be unlawful for any person, firm or corporation, or any agent or employee of any person, firm or corporation, to place, or cause to be distributed or placed upon or along any public highway, road, street, square, park, or other public place, or into or upon any private property or territory adjacent to any public highway, in the county of Marin, without the written consent of the owner thereof, or his agent, or the occupant of said private property, by posting, sticking, tacking, affixing or placing to and upon fences, posts, trees, buildings, or other surface other than advertising structure any political card or circular or any advertising sheet or device of cloth, paper or cardboard bills, cards or posters, or tin signs, or matter whatever, designed or intended for advertising or making known in a general or promiscuous manner any business, occupation, profession, medical treatment, medicine, or the dealing or selling of any merchandise or thing whatsoever. Title 6, Chapter 6.48.010 (County Ordinance 209 §1, 1933)

The Elections Department strongly recommends that each candidate consult with the City Clerk in each of the cities in which you wish to place your signs. Each city may have its own unique sign policy. A listing of the cities and clerks can be found at the end of this manual.

ELECTIONEERING

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 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 used in this section, "100 feet of a polling place 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. (El. Code §18370)

STATEMENT OF ECONOMIC INTERESTS

All candidates are required at the time of candidacy filing to file a Statement of Economic Interests Form 700 disclosing certain financial interests. The Form 700 is issued with the nomination papers and must be filed together with the nomination papers. All candidates elected to office or appointed in lieu of an election are required to file the Form 700 WITHIN 30 days after assuming office. Failure to file will result in enforcement proceedings and possibly monetary fines.

**Candidates for Local Office (Including Superior Court Judges)
Committees Primarily Formed to Support/Oppose Local
Candidates/Measures Being Voted on June 8, 2010**

<u>Filing Deadline</u>	<u>Type of Statement</u>	<u>Statement period</u>
February 1, 2010	Semi-Annual	*7/1/09 – 12/31/09
March 22, 2010	Pre-Election	1/1/10 – 3/17/10**
May 27, 2010	Pre-Election	3/18/10 – 5/22/10**
Within 24 Hours (late in-kind within 48 hours)	Late Contributions and (a)Independent Expenditures of \$1000 or More	5/23/10 – 6/7/10
August 2, 2010	Semi-Annual	5/23/10 – 6/30/10

* 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 filed.

** Personal or guaranteed overnight delivery is required for officeholders/candidates, their controlled committees, and committees primarily formed to support or oppose candidates or measures being voted upon. All others may file First Class Mail.

(a) Late independent expenditure filers for Marin County offices are subject to Chapter 2.02 under the Marin County Code which states that at any time during the year certain filers are subject to a 24 hour reporting requirement. Candidate controlled committees may not make independent expenditures to support or oppose other candidates.

Primarily Formed Ballot Measure Committees must file quarterly campaign statements prior to the semi-annual period in which the measure is being voted on. Contact the Elections office or the FPPC for specific information.

Late Statements: Filing deadlines may not be extended. Except for filings under Chapter 2.02, all late statements are subject to fines of \$10 per calendar day.

Candidate Controlled committees for local offices use Manual 2; Primarily Formed committees for local offices/measures use Manual 3.

**Candidates for Local Office (Including Superior Court Judges)
Committees Primarily Formed to Support/Oppose Local
Candidates/Measures Being Voted on November 2, 2010**

<u>Filing Deadline</u>	<u>Type of Statement</u>	<u>Statement period</u>
April 30, 2010	*Quarterly	1/1/10 – 3/31/10
August 2, 2010	Semi-Annual	**1/1/10 – 6/30/10
October 5, 2010	Pre-Election	7/1/10 – 9/30/10
October 21, 2010	Pre-Election	10/1/10 – 10/16/10
Within 24 Hours (late in-kind 48 hours)	Late Contributions and (a)Independent Expenditures of \$1000 or More	10/17/10 – 11/1/10
January 31, 2011	Semi-Annual	10/17/10 – 12/31/10

* A candidate committee is not required to file this report .

** 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 filed.

*** The recipient of a late "in-kind" contribution must file a Late Contribution Report within 48 hours from the time the contribution is received.

(a) Late independent expenditure filers for Marin County offices are subject to Chapter 2.02 under the Marin County Code which states that at any time during the year filers are subject to the 24 hour reporting requirement. Candidate controlled committees may not make independent expenditures to support or oppose other candidates.

Primarily Formed Ballot Measure Committees must file quarterly campaign statements prior to the semi-annual period in which the measure is being voted on. Contact the Elections office or the FPPC for specific information.

Filing deadlines may not be extended. Except for filings under Chapter 2.02, all late statements are subject to fines of \$10 per calendar day. Filed statements are considered public documents and are available on-line or in person.

Candidate Controlled committees for local offices use Manual 2; Primarily Formed committees for local offices/measures use Manual 3

APPENDIX A

SECRETARY OF STATE BALLOT DESIGNATION REGULATIONS

Chapter 7. Ballot Designations

§ 20710. General Provisions.

(a) The regulatory purpose of this Chapter is to ensure the accurate designation of the candidate upon the ballot in order that an informed electorate may intelligently elect one of the candidates.

(b) The Secretary of State shall, at all times, apply and interpret the provisions of Elections Code § 13107 and the regulations included in this Chapter in a manner consistent with the regulatory purpose of this Chapter.

(c) Candidates are not required to use a ballot designation pursuant to Elections Code § 13107, subdivision (a), and may opt to leave the space for such a designation on the ballot blank. In order to notify the elections official as to whether he or she will use a ballot designation or will opt to leave the ballot designation space blank, the candidate must initial the appropriate box on the Declaration of Candidacy or otherwise so indicate on the Declaration of Candidacy.

(d) Pursuant to Elections Code § 13107, subdivision (a), a candidate may submit a proposed ballot designation pursuant to any one of the four provisions specified in Elections Code § 13107, subdivision (a), subparts (1) through (4), applicable to that candidate. The candidate shall be free to select from which of the applicable four subparts he or she is submitting his or her proposed ballot designation.

(e) The regulations set forth in this Chapter shall apply only to elections held for offices for which elections returns are certified by the Secretary of State of the State of California.

(f) Whenever, the word “should” is used in this Chapter, it is recommended, not mandatory.

Note: Authority: Section 12172.5, Government Code

Reference: Section 13107, Elections Code

§ 20711. Ballot Designation Worksheet.

(a) In order to facilitate review of a candidate's proposed ballot designation by the Secretary of State pursuant to Elections Code § 13107, the candidate shall submit, at the time of filing his or her proposed ballot designation on the Declaration of Candidacy, a completed Ballot Designation Worksheet on a form provided by the Secretary of State.

(b) All Ballot Designation Worksheets filed with the Office of the Secretary of State or the county elections officials pursuant to this section shall be public records and shall be available for inspection and copying at the public counter of the Elections Division of the Office of the Secretary of State, Fifth Floor, 1500 11th Street, Sacramento, California 95814, or at the office of the applicable county elections official.

(c) The Secretary of State shall provide a master copy or copies of the Ballot Designation Worksheet to all elections officials responsible for providing and accepting the nomination documents for candidates in elections for offices certified by the Secretary of State. The Ballot Designation Worksheet shall request that the candidate proposing the ballot designation provide the following information:

(1) The candidate's name, home, business and mailing addresses, telephone numbers, email address, if available, and fax number;

(2) A designation of the office for which the candidate is seeking election;

(3) The name, home, business and mailing addresses, telephone numbers, e-mail address, if available, and fax number of the attorney representing the candidate or for any other person to be contacted in the event the Secretary of State requires further information regarding the proposed ballot designation;

(4) The proposed ballot designation submitted by the candidate;

(5) The candidate may submit one or more proposed alternate ballot designations ranked in order of the candidate's preference;

(6) A brief statement identifying the factual basis upon which the candidate claims the proposed ballot designation and each proposed alternate ballot designation, including the following:

(A) If the candidate holds elected office and is submitting his or her proposed ballot designation pursuant to Elections Code § 13107, subdivisions (a)(1) or (a)(2), the candidate shall indicate the elective office he or she currently occupies and may attach a copy of his or her Certificate of Election;

(B) If the candidate is a judicial officer and is submitting his or her proposed ballot designation pursuant to Elections Code § 13107, subdivisions (a)(1) or (a)(2), the candidate shall indicate the elective office he or she currently holds and may attach either

(A) a copy of his or her Certificate of Election or (B) a copy of his or her commission or certificate of appointment, issued at the time the candidate was appointed to the judicial office which he or she currently occupies;

(C) If the candidate submits a ballot designation pursuant to Elections Code § 13107, subdivision (a)(3), the candidate shall indicate:

(i) The title of the position or positions which he or she claims supports the proposed ballot designation;

(ii) The dates during which the candidate held such position;

(iii) A description of the work he or she performs in the position;

(iv) The name of the candidate's business or employer;

(v) The name and telephone number of a person or persons who could verify such information; and

(vi) A statement that the professions, vocations or occupations relied upon to support the proposed ballot designation constitute the primary, main or leading professions, vocations or occupations of the candidate, in accordance with the definition of the term "principal" as set forth at § 20714, subdivision (b).

(D) If the candidate submits a ballot designation pursuant to Elections Code § 13107, subdivision (a)(4), the candidate shall indicate the date on which he or she was appointed to the office for which he or she is an appointed incumbent.

(d) The candidate may attach or append any supporting documents or other exhibits to his or her Ballot Designation Worksheet which he or she believes support his or her proposed ballot designation. Such attached documents or other exhibits shall be deemed to be incorporated by reference as part of the candidate's Ballot Designation Worksheet and shall be considered as such by the Secretary of State.

(e) If a candidate requests a change of his or her ballot designation pursuant to Elections Code § 13107(e), that request shall be accompanied by a Ballot Designation Worksheet.

Note: Authority cited: Section 12172.5, Government Code.

Reference: Sections 13107, 13107.3, Elections Code.

§ 20712. Proposed Ballot Designations Submitted Pursuant to Elections Code § 13107, Subdivision (a)(1).

Proposed ballot designations submitted pursuant to Elections Code § 13107, subdivision (a)(1), shall be subject to the following provisions:

(a) In the case of candidates holding elective city, county, district, state, or federal office, the candidate's ballot designation shall be the elective office which the candidate holds at the time of filing the nomination documents.

(b) In the case of judicial officers, the candidate's ballot designation shall be the elective office which the candidate holds at the time of filing the nomination documents.

(c) There shall be no word count limitation applicable to ballot designations submitted pursuant to Elections Code § 13107, subdivision (a)(1).

(d) Proposed ballot designations indicating a position of legislative leadership or leadership in another elected body, such as "Majority Leader of the California Senate," "Minority Leader of the California State Assembly," "Speaker of the California State Assembly," "President Pro Tempore of the California State Senate," "City of Orange Mayor Pro Tem," and the like, are not elective offices described in Elections Code § 13107, subdivision (a)(1). Such ballot designations are improper, pursuant to Elections Code § 13107, subdivision (a)(1). They may, however, subject to the three-word limit, be considered under the provisions of § 13107(a)(3). Examples of acceptable ballot designations under this section include, but are not limited to, "Assembly Minority Leader," "California Assembly Speaker," and "Mayor Pro Tem."

(e) Proposed ballot designations indicating that the candidate is a member of the state or county central committee of a political party, or an officer of a state or county central committee of a political party, are improper, as such positions do not constitute elective county or state offices as specified in Elections Code § 13107, subdivision (a)(1).

Note: Authority cited: Section 12172.5, Government Code.
Reference: Section 13107, Elections Code.

§ 20713. Proposed Ballot Designations Submitted Pursuant to Elections Code § 13107, Subdivision (a)(2).

Proposed ballot designations submitted pursuant to Elections Code § 13107, subdivision (a)(2), shall be subject to the following provisions:

(a) A proposed ballot designation submitted pursuant to Elections Code § 13107, subdivision (a)(2), is limited "incumbent," as that term is defined in Elections Code § 13107, subdivision (a)(2).

(b) The term "incumbent" must be used as a noun. It shall not be used in conjunction with any other words, including any accompanying adjectives or modifiers, and must stand alone. A candidate qualified to use this designation pursuant to Elections Code § 13107, subdivision (a)(2), shall be entitled to use the ballot designation "Incumbent."

(c) The word "incumbent" is strictly limited for use in ballot designations submitted pursuant to Elections Code § 13107, subdivision (a)(2), and may not be used as an adjective in any other ballot designation.

Note: Authority: Section 12172.5, Government Code
Reference: Section 13107, Elections Code

**§ 20714. Proposed Ballot Designations Submitted Pursuant to Elections Code
§ 13107, Subdivision (a)(3).**

Proposed ballot designations submitted pursuant to Elections Code § 13107, subdivision (a)(3), shall be subject to the following provisions:

(a) The terms "profession," "vocation," or "occupation," as those terms are used in Elections Code § 13107, subdivision (a)(3), are defined as follows:

(1) "Profession" means a field of employment requiring special education or skill and requiring knowledge of a particular discipline. The labor and skill involved in a profession is predominantly mental or intellectual, rather than physical or manual. Recognized professions generally include, but are not limited to, law, medicine, education, engineering, accountancy, and journalism. Examples of an acceptable designation of a "profession," as defined in Elections Code § 13107, subdivision (a)(3), include, but are not limited to, "attorney," "physician," "accountant," "architect," and "teacher."

(2) "Vocation" means a trade, a religious calling, or the work upon which a person, in most but not all cases, relies for his or her livelihood and spends a major portion of his or her time. As defined, vocations may include, but are not limited to, religious ministry, child rearing, homemaking, elderly and dependent care, and engaging in trades such as carpentry, cabinetmaking, plumbing, and the like. Examples of an acceptable designation of a "vocation," as defined in Elections Code § 13107, subdivision (a)(3), include, but are not limited to, "minister," "priest," "mother," "father," "homemaker," "dependent care provider," "carpenter," "plumber," "electrician," and "cabinetmaker."

(3) "Occupation" means the employment in which one regularly engages or follows as the means of making a livelihood. Examples of an acceptable designation of an "occupation," as defined in Elections Code § 13107, subdivision (a)(3), include, but are not limited to, "rancher," "restaurateur," "retail salesperson," "manual laborer," "construction worker," "computer manufacturing executive," "military pilot," "secretary," and "police officer."

(b) "Principal," as that term is used in Elections Code § 13107, subdivision (a)(3), means a substantial involvement of time and effort such that the activity is one of the primary, main or leading professional, vocational or occupational endeavors of the candidate. The term "principal" precludes any activity which does not entail a significant involvement on the part of the candidate. Involvement which is only nominal, pro forma, or titular in character does not meet the requirements of the statute.

(1) If a candidate is licensed by the State of California to engage in a profession, vocation or occupation, the candidate is entitled to consider it one of his or her "principal" professions, vocations or occupations if (i) the candidate has maintained his or her license current as of the date he or she filed his or nomination documents by complying with all applicable requirements of the respective licensure, including the payment of all applicable license fees and (ii) the status of the candidate's license is active at the time he or she filed his or her nomination documents.

(2) A candidate who holds a professional, vocational or occupational license issued by the State of California may not claim such profession, vocation or occupation as one of his or her "principal" professions, vocations or occupations if (i) the candidate's licensure status is "inactive" at the time the candidate files his or her nomination document, or (ii) the candidate's license has been suspended or revoked by the agency issuing the license at the time the candidate files his or her nomination documents.

(c) In order for a ballot designation submitted pursuant to Elections Code § 13107, subdivision (a)(3), to be deemed acceptable by the Secretary of State, it must accurately state the candidate's principal professions, vocations or occupations, as those terms are defined in subdivisions (a) and (b) herein. Each proposed principal profession, vocation or occupation submitted by the candidate must be factually accurate, descriptive of the candidate's principal profession, vocation or occupation, must be neither confusing nor misleading, and must be in full and complete compliance with Elections Code § 13107 and the regulations in this Chapter.

(d) If the candidate is engaged in a profession, vocation or occupation at the time he or she files his or her nomination documents, the candidate's proposed ballot designation is entitled to consist of the candidate's current principal professions, vocations and occupations. In the event the candidate does not have a current principal profession, vocation or occupation at the time he or she files his or her nomination documents, the candidate may use a ballot designation consisting of his or her principal professions, vocations or occupations, which the candidate was principally engaged in during the calendar year immediately preceding the filing of the candidate's nomination papers.

(e) A candidate may engage in multiple principal professions, vocations or occupations. Accordingly, the candidate may designate multiple principal professions, vocations or occupations. If a candidate proposes a ballot designation including multiple principal professions, vocations or occupations, the proposed ballot designation must comply with the following provisions:

(1) The proposed ballot designation must comply with the three-word limitation specified in Elections Code § 13107, subdivision (a)(3), and as implemented pursuant to subdivision (f) herein.

(2) Each such proposed profession, vocation or occupation shall be separately considered by the Secretary of State and must independently qualify as a "principal" profession, vocation or occupation, as that term is defined pursuant to subdivision (b) herein.

(3) When multiple professions, vocations or occupations are proposed as a ballot designation, they shall be separated by a slash ("/"). An example of an acceptable designation would be "Legislator/Rancher/Physician."

(f) Pursuant to Elections Code § 13107, subdivision (a)(3), the candidate's ballot designation shall be limited to not more than three (3) words. The following rules shall govern the application of the three-word limitation:

(1) The proposed ballot designation shall be grammatically correct, generic, and all words must be spelled correctly.

(2) Punctuation shall be limited to the use of a comma (e.g., District Attorney, Los Angeles County) and a slash (e.g., Legislator/Rancher/Physician), pursuant to subdivision (e) of this section. A hyphen may be used if, and only if, the use of a hyphen is called for in the spelling of a word as it appears in a standard reference dictionary of the English language, which was published in the United States at any time within the 10 calendar years immediately preceding the election for which the words are counted.

(3) All California geographical names shall be considered to be one word and shall be limited to the names of cities, counties and states. The names of special districts and political subdivisions are not "geographical names," as that term is used in Elections Code § 13107, subdivision (a)(3). If the candidate desires, the geographical name may be used in the form of "City of . . . ," "County of . . . ," or "City and County of . . ." Examples of geographical names considered to be one word include Tehama County, Los Angeles County and County of Sacramento. Examples of designations containing a special district or political subdivision that are not geographical names include "Butte County Rural Fire District Captain," "Huntington Beach Unified School District President," and "South Bay Irrigation District Director."

(4) An acronym shall be counted as one word.

(g) A candidate who chooses to include the name of his or her elective office with another profession, vocation, or occupation may do so pursuant to Elections Code section 13107(a)(3), but that ballot designation shall be limited to no more than three words. Examples of acceptable designations under this section include "State Senator/Rancher," "California Assemblywoman/Attorney," "County Supervisor/Teacher," and "State Controller/Businessman." Examples of unacceptable designations under this section include "Assemblyman, 57th District/Educator," "California State Senator/Architect," "Placer County Supervisor/Business Owner," and "Member, Board of Equalization/Banker."

Note: Authority cited: Section 12172.5, Government Code.

Reference: Sections 9, 13107, Elections Code.

§ 20714.5. “Community Volunteer.”

(a) “Community Volunteer” means a person who engages in an activity or performs a service for or on behalf of, without profiting monetarily, one or more of the following:

(1) A charitable, educational, or religious organization as defined by the United States Internal Revenue Code section 501(c)(3);

(2) A governmental agency; or

(3) An educational institution.

(b) The activity or service must constitute substantial involvement of the candidate’s time and effort such that the activity or service is the sole, primary, main or leading professional, vocational or occupational endeavor of the candidate within the meaning of subdivisions (a) and (b) of section 20714 of this Chapter.

Note: Authority cited: Section 12172.5, Government Code; Section 13107.5(b), Elections Code.

Reference: Sections 13107 and 13107.5, Elections Code; Section 501(c)(3), United States Internal Revenue Code.

§ 20715. Proposed Ballot Designations Submitted Pursuant to Elections Code § 13107, Subdivision (a)(4).

(a) Pursuant to Elections Code § 13107, subdivision (a)(4), a candidate may propose a ballot designation consisting of the phrase “appointed incumbent” if the candidate holds an office, other than a judicial office, by virtue of appointment, and the candidate is a candidate for election to the same office. The candidate may not use the unmodified word “incumbent” or any words designating the office unmodified by the word “appointed.”

(b) Pursuant to Elections Code § 13107, subdivision (a)(4), a candidate may propose a ballot designation consisting of the word “appointed” in conjunction with the elective office, if the candidate is a candidate for election to the same office or to some other office. The candidate may not use any words designating the office unmodified by the word “appointed.”

(c) There shall be no word count limitation applicable to ballot designations submitted pursuant to Elections Code § 13107, subdivision (a)(4).

Note: Authority: Section 12172.5, Government Code

Reference: Section 13107, Elections Code

§ 20716. Unacceptable Ballot Designations.

(a) The Secretary of State shall reject as unacceptable any proposed ballot designation which fails to comply with Elections Code § 13107, subdivision (a); is prohibited pursuant to Elections Code § 13107, subdivision (b); is misleading; or is otherwise improper pursuant to the regulations set forth in this Chapter.

(b) The following types of activities are distinguished from professions, vocations and occupations and are not acceptable as ballot designations pursuant to Elections Code § 13107, subdivision (a)(3):

(1) Avocations: An avocation is a casual or occasional activity, diversion or hobby pursued principally for enjoyment and in addition to the candidate's principal profession, vocation or occupation. Avocations may include, but are not limited to, hobbies, social activities, volunteer work (except as set forth in Section 20714.5 of this Chapter), and matters pursued as an amateur.

(2) Pro Forma Professions, Vocations and Occupations: Pro forma professions, vocations or occupations are positions held by the candidate which consume little or none of the candidate's time and which, by their nature, are voluntary or for which the candidate is not compensated, except as set forth in Section 20714.5 of this Chapter. Pro forma professions, vocations and occupations may include, but are not limited to, such pursuits as honorary peace officer, honorary chairperson, honorary professor, goodwill ambassador, official host or hostess and the like.

(3) Statuses: A status is a state, condition, social position or legal relation of the candidate to another person, persons or the community as a whole. A status is generic in nature and generally fails to identify with any particular specificity the manner by which the candidate earns his or her livelihood or spends the substantial majority of his or her time. Examples of a status include, but are not limited to, veteran, proponent, reformer, scholar, founder, philosopher, philanthropist, activist, patriot, taxpayer, concerned citizen, husband, wife, and the like.

(c) Pursuant to Elections Code § 13107, subdivision (b)(1), the Secretary of State shall reject as unacceptable any proposed ballot designation which would mislead voters. In making this determination, the Secretary of State shall determine whether there is a substantial likelihood that a reasonably prudent voter would be misled as to the candidate's principal profession, vocation or occupation by the candidate's proposed ballot designation. The determination shall take into account the plain meaning of the words constituting the proposed ballot designation and the factual accuracy of the proposed ballot designation based upon supporting documents or other evidence submitted by the candidate in support of the proposed ballot designation, pursuant to §§ 20711 and 20717 of this Chapter.

(d) A ballot designation may not comprise or include commercial identification information, such as a trademark, service mark, trade name, or the specific name of a business, partnership, corporation, company, foundation, or organization. Examples of an improper use of commercial identification information include, but are not limited to, "Acme Company President," "Universal Widget Inventor," "Director, Smith Foundation," "UCLA Professor," and the like.

(e) Pursuant to Elections Code § 13107, subdivision (b)(2), the Secretary of State shall reject as unacceptable any proposed ballot designation which would suggest an evaluation of the candidate's qualifications, honesty, integrity, leadership abilities or character. Any laudatory or derogatory adjectives which would suggest an evaluation of the candidate's qualifications shall not be permitted. Such impermissible adjectives include, but are not limited to, "senior," "emeritus," "specialist," "magnate," "outstanding," "leading," "expert," "virtuous," "eminent," "best," "exalted," "prominent," "famous," "respected," "honored," "honest," "dishonest," "corrupt," "lazy," and the like.

(f) Pursuant to Elections Code § 13107, subdivision (b)(3), the Secretary of State shall reject as unacceptable any proposed ballot designation which abbreviates the word "retired" or places it following any word or words which it modifies. Examples of impermissible designations include "Ret. Army General," "Major USAF, Retired" and "City Attorney, Retired."

(g) Pursuant to Elections Code § 13107, subdivision (b)(4), the Secretary of State shall reject as unacceptable any proposed ballot designation which uses a word or prefix to indicate a prior profession, vocation, occupation or elected, appointed or judicial office previously held by the candidate. Such impermissible words or prefixes include, but are not limited to, "Ex-," "former," "past," and "erstwhile." Examples of impermissible designations include "Former Congressman," "Ex-Senator," and "Former Educator."

(h)(1) Subject to the provisions of Elections Code § 13107, subdivision (b)(4), use of the word "retired" in a ballot designation is generally limited for use by individuals who have permanently given up their chosen principal profession, vocation or occupation.

(2) In evaluating a proposed ballot designation including the word "retired," the Secretary of State will consider the following factors in making a determination as to the propriety of the use of the term "retired":

(A) Prior to retiring from his or her principal profession, vocation or occupation, the candidate worked in such profession, vocation or occupation for more than 5 years;

(B) The candidate is collecting, or eligible to collect, retirement benefits or other type of vested pension;

(C) The candidate has reached at least the age of 55 years;

(D) The candidate voluntarily left his or her last professional, vocational or occupational position; and,

(E) The candidate's retirement benefits are providing him or her with a principal source of income.

(3) If a candidate is requesting a ballot designation that he or she is a retired public official, the candidate must have previously voluntarily retired from public office, not have been involuntarily removed from office, not have been recalled by voters, and not have surrendered the office to seek another office or failed to win reelection to the office. If such a candidate did not voluntarily retire from public office, he or she may not use the word "retired" in his or her ballot designation.

(4) A candidate may not use the word "retired" in his or her ballot designation if that candidate possesses another more recent, intervening principal profession, vocation, or occupation.

(i) Pursuant to Elections Code § 13107, subdivision (b)(5), the Secretary of State shall reject as unacceptable any proposed ballot designation which uses the name of any political party, whether or not it has qualified for recognized ballot status.

(j) Pursuant to Elections Code § 13107, subdivision (b)(6), the Secretary of State shall reject as unacceptable any proposed ballot designation which uses a word or words referring to a racial, religious, or ethnic group.

(1) The Secretary of State shall reject as unacceptable any ballot designation which expressly contains or implies any ethnic or racial slurs or ethnically or racially derogatory language.

(2) If the candidate is a member of the clergy, the candidate may not make reference to his or her specific denomination. However, the candidate may use his or her clerical title as a ballot designation (e.g., "Rabbi," "Pastor," "Minister," "Priest," "Bishop," "Deacon," "Monk," "Nun," "Imam," etc.)

(k) Pursuant to Elections Code § 13107, subdivision (b)(7), the Secretary of State shall reject as unacceptable any proposed ballot designation which refers to any activity prohibited by law. Unlawful activity includes any activities, conduct, professions, vocations, or occupations prohibited by state or federal law.

Note: Authority cited: Section 12172.5, Government Code.
Reference: Section 13107, Elections Code.

§ 20717. Requests for Supporting Documentation.

In addition to the Ballot Designation Worksheet required to be filed with the Secretary of State pursuant to Elections Code § 13107.3 and § 20711 of this Chapter, the Secretary of State may request that a candidate submit additional supporting documentation or other evidence to support the proposed ballot designation.

(a) Time is of the essence regarding all matters pertaining to the review of proposed ballot designations submitted by candidates for public office. Failure to promptly submit requested supporting materials will preclude consideration of such materials in and the rendering of a final decision on the candidate's proposed ballot designation.

(b) The Secretary of State will communicate, whenever possible, with the candidate in the most expeditious manner, including, but not limited to, telephone, facsimile transmission and electronic mail at the number or address provided by the candidate. When the candidate does not have reasonable access to a facsimile machine or electronic mail, the Secretary of State will transmit written communication to the candidate by means of overnight express delivery to the address provided by the candidate.

(c) The candidate shall have the burden of establishing that the proposed ballot designation that he or she has submitted is accurate and complies with all provisions of Elections Code § 13107 and this Chapter.

Note: Authority cited: Section 12172.5, Government Code.
Reference: Sections 13107, 13107.3, Elections Code.

§ 20718. Communication of Decisions Regarding Ballot Designations.

(a) If a candidate's proposed ballot designation has been rejected, an official copy of the decision of the Secretary of State will be made in writing and transmitted directly to the candidate by registered or certified mail, return receipt requested, to the address provided by the candidate. The Secretary of State shall also provide a copy to the elections official in the candidate's county of residence and to the elections official of each county within the political subdivision. Copies may also be made available to all other candidates in the race.

(b) At the request of the candidate, the Secretary of State will transmit a copy of the decision of the Secretary of State regarding the candidate's proposed ballot designation by facsimile transmission or e-mail to the facsimile number or e-mail address listed on the candidate's Ballot Designation Worksheet.

(c) All written decisions of the Secretary of State regarding ballot designations are public records and are available for inspection and copying at the public counter of the Elections Division of the Office of the Secretary of State, 1500 11th Street, Fifth Floor, Sacramento, California 95814.

Note: Authority cited: Section 12172.5, Government Code.
Reference: Section 13107, Elections Code.

§ 20719. Service of Legal Process Regarding Ballot Designations.

(a) In the event a candidate or other interested party files a petition for the issuance of an extraordinary writ with the court or other legal action pertaining to a candidate's ballot designation, the summons and any other legal process should be served upon the Chief Counsel to the Secretary of State, 1500 11th Street, Sixth Floor, Sacramento, California 95814. The Chief Counsel may designate a Deputy Secretary of State to accept service of process on behalf of the Secretary of State.

(b) Telephone notice pertaining to any ex parte applications filed with the court by any candidate or other interested party should be directed to the attention of the Chief Counsel to the Secretary of State at (916) 653-7244. Counsel for all parties to such ex parte matters are admonished that waivers of the Secretary of State's right to timely notice and the right to personally appear at the ex parte hearing will be granted in writing and only in limited instances.

(c) The Secretary of State shall provide a copy of any legal actions in subdivision (a) or (b) above to the elections official in the county of the candidate's residence and any other county in the district.

(d) The Secretary of State shall be named as a respondent in any legal action pertaining to a ballot designation for a candidate described in Elections Code § 15375, except for a candidate for judge of the superior court.

Note: Authority cited: Section 12172.5, Government Code.

Reference: Sections 13107, 13314, Elections Code.

APPENDIX B

INFORMATION AND CONTACTS REGARDING CAMPAIGN SIGNS FOR COUNTY OF MARIN

County roads phone number is – **Planning** (Private Property) **499-6269**
Land Use (Public Property) **499-6269**

CITY OF BELVEDERE

Deputy City Clerk - **Leslie Carpentiers - 435-8908**

TOWN OF CORTE MADERA

Planning Director – **Bob Pendoley - 927-5064**

TOWN OF FAIRFAX

Town of Fairfax - Town Clerk - **Judy Anderson - 453-1584**
Senior Planner – **Linda Neal - 453-1584**

CITY OF LARKSPUR

City Clerk - **927-5110**

CITY OF MILL VALLEY

Deputy City Clerk - **Kimberly Wilson - 388-4033, ext. 102**

CITY OF NOVATO

City Clerk - **Shirley Gremmels - 899-8900**

TOWN OF ROSS

Town Manager - **Gary Broad - 453-1453, ext. 107**

TOWN OF SAN ANSELMO

Administrative Services Technician – **Joanne Kessel - 258-4626**

CITY OF SAN RAFAEL

City of San Rafael - Code Enforcement Manager - **Lynda LeVeque – 458-5038**
Code Enforcement Officer - **Larry Salvisberg - 485-3445**

CITY OF SAUSALITO

Deputy City Clerk - **Debbie Pagliaro - 289-4165**

TOWN OF TIBURON

Tiburon Planning Division - **435-7390**

DEPARTMENT OF TRANSPORTATIONDIVISION OF TRAFFIC OPERATIONS
OUTDOOR ADVERTISING BRANCH

Dear Candidate or Committee Member:

As a candidate or campaign worker for either an 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 scheduled election.
- B. Is placed not sooner than 90 days prior to the scheduled election and is removed within 10 days after 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 the appropriate District Office according to the county location of the Temporary Political Sign(s). (See attached map for address.)

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 to you and your supporters. Please pass this information along to those assisting in your campaign.

If you have any questions, feel free to contact us at the appropriate Outdoor Advertising District Office (See attached map for contact numbers.)

Enclosure



DEPARTMENT OF TRANSPORTATION
DIVISION 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's:

Name: _____

Address: _____

Phone Number (Include Area Code) _____

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

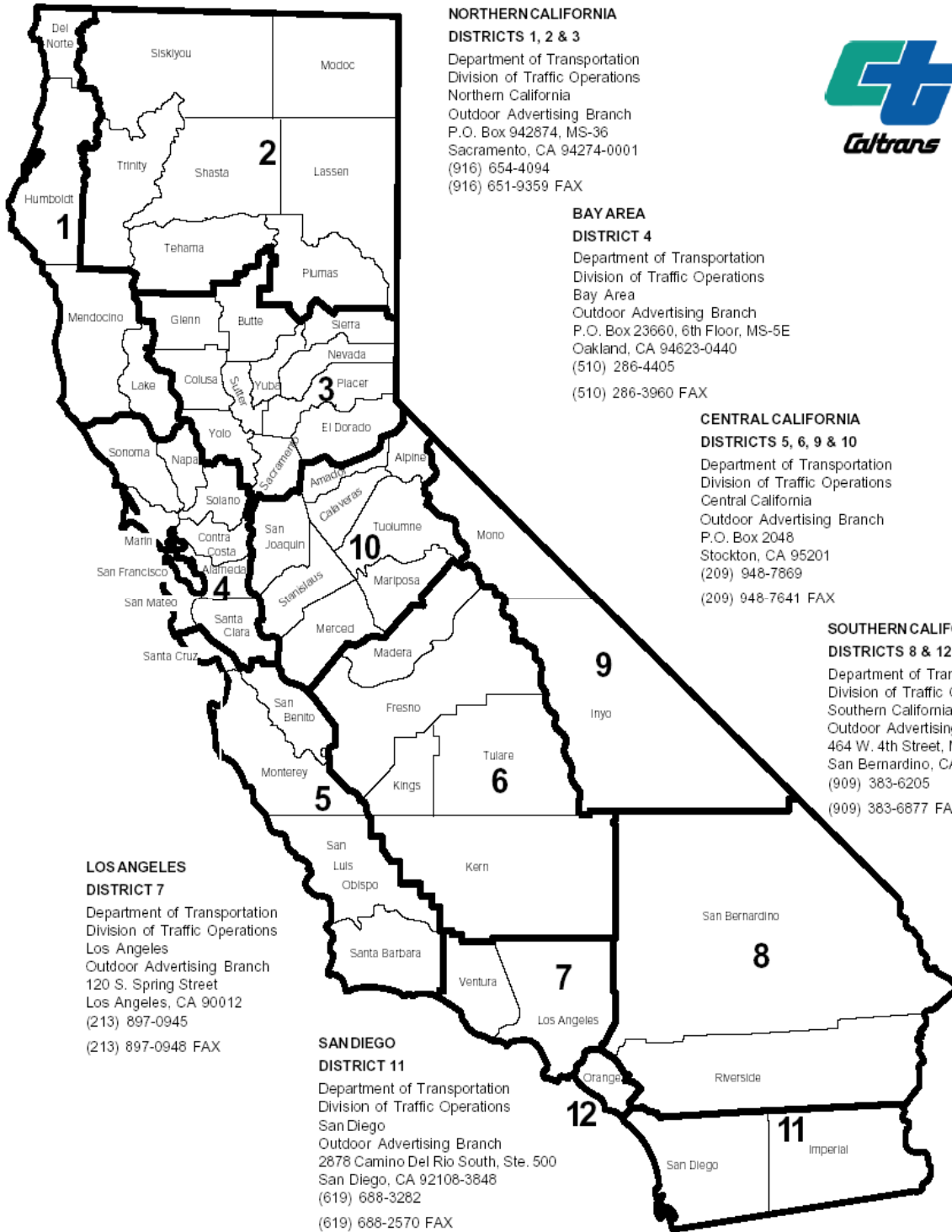
It is understood and agreed that any Temporary Political Signs placed not sooner than ninety (90) days prior to the election and /or not removed within ten (10) days after the election, may be removed by the Department and the responsible party will be billed for any associated removal costs.

SIGNATURE OF RESPONSIBLE PARTY

DATE

Mail Statement of Responsibility to the Appropriate District Office according to the **COUNTY LOCATION** of the Temporary Political Sign(s) (See attached map).

Mail to Caltrans District Office according to the COUNTY LOCATION of the display.
Please utilize map below to acquire the correct mailing address.



MAY 2003