



# COUNTY OF SACRAMENTO VOTER REGISTRATION AND ELECTIONS

## Candidate Statement Cover Sheet

**Election Date:** \_\_\_\_\_

\_\_\_\_\_  
**Name of Candidate**

\_\_\_\_\_  
**Office Sought and District Number, if applicable**

**Estimated Cost of Statement:** \$ \_\_\_\_\_

**Full Term**

**Short Term**

**Information to Candidates:** Your statement may contain your name, age, occupation and a brief description of your qualifications and education. Candidates are required to type their statements. Your statement will be printed exactly as submitted, and in the format prescribed by Elections Code §13307. Statements that are not in compliance with the requirements and format as described in the Candidate Guide will be reformatted and set in uniform type by the Elections Official.

**Content:**

- Be accurate. **Statements will be printed as submitted.** Spelling, punctuation and grammatical errors **will not** be corrected by the Elections office; therefore, all statements should be carefully checked before submission.
- Elections Code §13308 restricts any candidate statement to a recitation of the candidate's own personal background and qualifications, and prohibits any reference to other candidates for the office sought or to another candidate's qualifications, character, or activities.
- Only a cursory review of the candidate's statement will be done at the time of filing to ensure that the statement is acceptable in content and formatting. If a candidate statement is filed that is not in compliance with the Elections Code, the Elections Official may strike any language not in compliance.

**Word/Paragraph Count:**

- Candidates for Superior Court Judge, County Offices and Local District Offices are limited to **200 words** and **5 paragraphs**.
- Candidates for U.S. Representative in Congress, State Senator and Member of the State Assembly are limited to **250 words** and **6 paragraphs**.
- Candidates for Sacramento County Board of Education are limited to **400 words** and **8 paragraphs**.

**Size and Format:**

- Statements will be printed in type of uniform size and darkness, and with uniform spacing.
- Statements must be submitted left justified and in block format. No indentations are permitted.
- Statements will be printed in Arial font.

**Endorsements:**

- Statements containing endorsements, must be accompanied by written authorization letter(s) from the person(s) and/or organization(s) offering the endorsement, at the time your statement is submitted. Letters must be signed and dated.

**Permission:**

- If you use someone else's name in your statement, you must file with your statement, an original letter from them stating that they are giving you permission to use their name in this manner. Letters must be signed and dated.
- If someone else files your statement, you must file with your statement, an original letter of authorization stating that you give that person permission to submit your statement and make any changes needed. Letter must be signed and dated by the candidate.

**Submittal:**

- Candidate statements must be typed using the template provided on the following page.
- The statement and permission(s) must be filed at the time you file your Declaration of Candidacy.
- Once the statement has been filed, it may not be changed by the candidate.

**Public Examination:**

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

**YES, I will file a candidate statement – type your statement on the template provided.**

**In the event there is no opposition for this contest, I wish to withdraw this candidate statement. (optional)**

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

**Date:** \_\_\_\_\_ **Signature of Candidate:** \_\_\_\_\_

# Candidate Statement Template Form

**Instructions to Candidates:** Use the template below to prepare your candidate statement. When finished, print both pages to file your statement.

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

- The information in the “**TYPE NAME**” and “**OCCUPATION**” fields below will be printed in the candidate statement area of the County Voter Information Guide exactly as it appears below.
- The “**OCCUPATION**” field in the candidate statement is not restricted in the same manner as the ballot designation that appears underneath the candidate’s name on the Official Ballot. Therefore, it may be different than the candidate’s ballot designation.
- The “**AGE**” and “**OCCUPATION**” fields in the candidate statement are optional. Do not leave any spaces blank. If you do not wish to answer the optional fields, type or print “N/A” on the line.
- If a candidate does not place an age and/or occupation on the candidate statement document, those fields will appear blank in the County Voter Information Guide.

**TYPE NAME:** \_\_\_\_\_ **AGE:** \_\_\_\_\_  
*(optional)*

**OCCUPATION:** \_\_\_\_\_  
*(optional)*

**QUALIFICATIONS:**

I have prepared the above candidate statement (pursuant to Elections Code §13307) that is to be printed in the County Voter Information Guide and mailed to each registered voter who is eligible to vote for me. I understand that Sacramento County is mandated under the Voting Rights Act to provide materials and information in English, Spanish, Chinese, and Vietnamese. I understand that the amount written on the previous page is an estimated cost to print in English, Spanish, Chinese and Vietnamese. I agree to pay any difference between the estimated cost and the actual cost within 30 days of receiving the bill. There is no refund in the event of County Voter Information Guide delivery delays.

**Date:** \_\_\_\_\_ **Signature of Candidate:** \_\_\_\_\_

<b>OFFICIAL USE ONLY</b>	Amount Paid: _____	<input type="checkbox"/> Copy of Check in File	Number of Paragraphs: _____ / _____	1 <sup>st</sup> ✓	2 <sup>nd</sup> ✓	Endorsements needed? <input type="checkbox"/> Yes <input type="checkbox"/> No
	Check No.: _____	<input type="checkbox"/> Copy of Receipt in File	Number of Words: _____ / _____			If yes, are endorsements attached? <input type="checkbox"/> Yes
	Receipt No.: _____					