

# MARCH 26, 2019, SENATE DISTRICT 1 SPECIAL PRIMARY ELECTION



## CANDIDATE'S GUIDE

Sacramento County Elections  
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## **REGISTRAR OF VOTERS**

**The Department of Voter Registration and Elections is part of the Administrative Services Agency. The Registrar is appointed by the Board of Supervisors.**

### **The Registrar is responsible for:**

- Registering voters and maintaining current and accurate voter files.
- Conducting Federal, State, County and City elections within Sacramento County.
- Checking the adequacy and certification of recall, referendum, and initiative petitions.
- Administering the local provisions of campaign reporting and financing.
- Reviewing, analyzing and monitoring the impact of legislation on the election process.

### **MISSION**

Our mission is to:

- Provide the opportunity and the means for participation in the election process;
- Be effective, efficient and responsive to customer needs through continuous improvement;
- Achieve open communication through teamwork and a spirit of goodwill;
- Support educational and training opportunities to produce quality work;
- Ensure legal requirements are met and applied consistently;
- Work together to pursue and achieve excellence.

### **VALUES**

We demonstrate and support the following values:

- Integrity
- Responsibility
- Accuracy
- Efficiency
- Respect for all
- Ethical conduct
- Commitment to Customer Service



The 2019 Candidate's Guide for the State Senate, District 1 Special Election is intended to provide general information for candidates and committees, and does not have the force or effect of law, regulation or rule. It is distributed with the understanding that the Registrar of Voters of the County of Sacramento is not rendering legal advice. Therefore, the guide is not a substitute for legal counsel for the individual, organization or candidate using it.

The Registrar of Voters strongly recommends that any prospective candidate obtain legal advice to assist in complying with applicable California laws, including the California Elections Code and California Government Code.

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**Special Election Calendar  
Special Primary Election March 26, 2019  
California State Senate, 1st District (Ted Gaines)**

01/08/19	(E-77)	1	<b>VACANCY</b>	
01/16/19	(E-69)	2	<b>GOVERNOR'S PROCLAMATION</b> On this date, the Governor issued his proclamation calling the special election.  The date of the special primary election is calculated by counting back nine Tuesdays or, if the ninth Tuesday is the day of or following a state holiday, ten Tuesdays preceding the day of the special general election at which the vacancy is to be filled.  If one candidate receives a majority of the votes (50% + 1), no special general election will be held.	§§ 10700, 10703 <sup>1</sup> ; Gov. Code § 1773  § 10704(a)  § 10705
01/16/19 to 01/22/19	(E-69 to E-63)	3	<b>IN-LIEU PETITIONS</b> Period for candidates to obtain forms from the county elections official for securing signatures in lieu of all or part of the filing fee. Signatures may also be applied to the signature requirement for the office on the Nomination Papers.	§§ 8061, 8106(b), (d), 8106.5
01/22/19	(E-63)	4	<b>IN-LIEU PETITIONS DEADLINE</b> Last day to submit in-lieu filing fee petitions to the county elections official. Within 3 days after receipt of a petition, the county elections official shall notify the candidate of any deficiency.	§ 8106(b)(3)
01/25/19	(E-60)	5	<b>SIGNATURES IN LIEU OF FILING FEES - DETERMINE SUFFICIENCY</b> Last day for the county elections official to determine the sufficiency of the in-lieu signatures submitted by the candidates. The candidate shall, at the time of obtaining nomination documents, pay a pro rata portion of the filing fee to cover any deficiency.	§§ 8061, 8106(b)(3), 8106.5
01/16/19 to 01/31/19	(E-69 to E-54)	6	<b>DECLARATION OF CANDIDACY AND NOMINATION PAPERS</b> Period for candidates to obtain and deliver Nomination Papers to the county elections official for filing. Candidates must also file a Declaration of Candidacy and Ballot Designation Worksheet during this period.  Filing fees shall be paid at the time the candidate obtains nomination forms from the county elections official.	§§ 8040, 8041, 8062, 10704, 13107.3  §§ 8105, 8106(b)(3), 8106.5
01/16/19 to 01/31/19	(E-69 to E-54)	7	<b>CANDIDATE STATEMENTS IN THE COUNTY VOTER INFORMATION GUIDE</b> During this period, State Senate candidates may purchase space for a 250-word candidate statement in the voter information guide of the county or counties in the jurisdiction. Candidates for State Senate may purchase statement space only if they have agreed to voluntary expenditure limits.	Gov. Code § 85601(c)
01/22/19	(E-63)	8	<b>NOTICE OF RANDOMIZED ALPHABET DRAWING</b> Secretary of State to notify news media of the randomized drawing.	§ 13112(c), (d)
01/28/19 to 03/12/19	(E-57 to E-14)	9	<b>STATEMENT OF WRITE-IN CANDIDACY AND NOMINATION PAPERS</b> Period for all write-in candidates to file their Statement of Write-In Candidacy and Nomination Papers with the county elections official.	§ 8601
01/31/19	(E-54)	10	<b>DECLARATION OF CANDIDACY AND NOMINATION PAPERS FILED IN COUNTIES</b> Last day for any candidate to file the Declaration of Candidacy, Nomination Papers, and Ballot Designation Worksheet.	§§ 10704, 13107.3
01/31/19	(E-54)	11	<b>CANDIDATE STATEMENTS IN THE COUNTY VOTER INFORMATION GUIDE</b> Last day for State Senate candidates to purchase space for a 250-word candidate statement in the voter information guide of the county or counties in the jurisdiction. Candidates for State Senate may purchase statement space only if they have agreed to voluntary expenditure limits.	Gov. Code § 85601(c)
01/31/19	(E-54)	12	<b>POLITICAL PARTY ENDORSEMENTS</b> Last day for any qualified political party to submit to the county elections official a list of all candidates for voter-nominated office who will appear on any ballot in the county in question, and who have been endorsed by the party. The county elections official shall print any such list that is timely received from the state party chairperson in the sample ballot.	§ 13302(b)

<sup>1</sup> All code references are to the California Elections Code unless otherwise stated.

**Special Election Calendar**  
**Special Primary Election March 26, 2019**  
**California State Senate, 1st District (Ted Gaines)**

1/31/2019 [5:00 p.m.]	(E-54)	<b>13 DECLARATION OF CANDIDACY AND NOMINATION PAPERS FILED WITH SECRETARY OF STATE</b> Last day for the county elections official to certify and file the Declaration of Candidacy, Nomination Papers, and Ballot Designation Worksheet with the Secretary of State.	§§ 10704, 13107.3
02/01/19	(E-53)	<b>14 NOTICE TO EACH CANDIDATE</b> Secretary of State to notify each candidate for voter-nominated office of the names, addresses, offices, occupations, and party preferences of all other persons who have filed for the same office.	§ 8121
02/01/19	(E-53)	<b>15 PARTY PREFERENCE HISTORY POSTING ON WEBSITE</b> Secretary of State to post on its website the party preference history of each candidate for the preceding 10 years.	§ 8121
02/01/19	(E-53)	<b>16 RANDOMIZED ALPHABET DRAWING</b> On this date, the Secretary of State draws the randomized alphabet to determine the order for placing candidates' names on the ballots. This drawing will be used for the special primary election and special general election if such run-off is necessary.	§ 13112(d)
02/06/19	(E-48)	<b>17 CERTIFIED LIST OF CANDIDATES</b> Last day for the Secretary of State to send the Certified List of Candidates to the county elections official.	§ 8120
02/09/19* (Saturday)	(E-45)	<b>18 MILITARY AND OVERSEAS VOTERS</b> Last day for the county elections officials to transmit ballots to military and overseas voters.	§ 3114
02/14/19 to 03/05/19	(E-40 to E-21)	<b>19 COUNTIES MAIL VOTER INFORMATION GUIDES</b> Period in which the county elections official shall mail a polling place notice and voter information guide to each registered voter. The polling place notice may state whether the polling place is accessible to the physically handicapped.	§§ 13300.7, 13303, 13304, 13305
02/25/19	(E-29)	<b>20 PRECINCT BOARD MEMBERS AND POLLING PLACES</b> Last day for the county elections official to appoint the members of the precinct boards and designate the polling places.	§ 12286
02/25/19 to 03/19/19	(E-29 to E-7)	<b>21 VOTE-BY-MAIL VOTERS</b> Period in which any registered voter may apply to the county elections official for a vote-by-mail ballot for the special primary election.	§§ 3001, 3102(e), 10704(c)
3/5/2019	(E-21)	<b>22 COUNTIES MAIL VOTER INFORMATION GUIDES - DEADLINE</b> Last day for the county elections official to mail voter information guides to voters for the special primary election.	§§ 13300.7, 13303, 13304, 13305
03/11/19	(E-15)	<b>23 VOTER REGISTRATION</b> Last day to register to vote in the special primary election.	§§ 2102, 2170
03/12/19 to 03/26/19	(E-14 to E)	<b>24 NEW CITIZEN REGISTRATION PERIOD</b> Period in which new citizens may register to vote. A new citizen registering to vote after the close of registration shall provide the county elections official with proof of citizenship prior to voting and shall declare that he or she has established residency in California.	§§ 331, 3500, 3501
03/12/19 to 03/26/19	(E-14 to E)	<b>25 CONDITIONAL VOTER REGISTRATION PERIOD</b> Period in which an individual can "conditionally" register and vote provisionally at the county elections office after the 15-day voter registration deadline.	§ 2170
03/12/19	(E-14)	<b>26 STATEMENT OF WRITE-IN CANDIDACY AND NOMINATION PAPERS</b> Last day to file as a write-in candidate.	§ 8601
03/12/19	(E-14)	<b>27 CERTIFIED LIST OF WRITE-IN CANDIDATES</b> Secretary of State will prepare and send the Certified List of Write-In Candidates to the county elections official.	Date designated by Secretary of State
03/12/19	(E-14)	<b>28 PARTY PREFERENCE HISTORY POSTING ON WEBSITE</b> Secretary of State to post on its website the party preference history of each write-in candidate for the preceding 10 years.	§ 8121
03/12/19	(E-14)	<b>29 BILINGUAL PRECINCT BOARD MEMBERS</b> Last day to prepare a list of precincts to which bilingual officers were appointed. A copy of this list shall be made available to the public.	§ 12303(d)

\* Elections Code section 3114 requires that ballots and ballot materials be transmitted to each military and overseas voter on the 45th day before the election. E-45 is February 9, 2019, which is a Saturday; this deadline does not move forward to the next business day.



**Special Election Calendar  
Special Primary Election March 26, 2019  
California State Senate, 1st District (Ted Gaines)**

03/16/19** (Saturday)	(E-10)	30	<b>PUBLICATION OF TALLY CENTER LOCATION</b> On or before this date, a notice shall be published by the county elections official at least once in a newspaper of general circulation within the district specifying the public place to be used as the central tally center for counting the ballots.	§ 12109
03/19/19	(E-7)	31	<b>VOTE-BY-MAIL VOTERS</b> Last day for a county elections official to receive any voter's application for a vote-by-mail ballot for the special primary election.	§§ 3001, 3102(e), 10704(c)
03/19/19 [5:00 p.m.]	(E-7)	32	<b>COMPUTER PROGRAM TO SECRETARY OF STATE</b> Last day for counties to verify their election night vote count computer programs and deposit copies thereof with the Secretary of State.	§ 15001
3/20/19 to 3/25/19 [5:00 p.m.]	(E-6 to E-1)	33	<b>MILITARY OR OVERSEAS VOTER - RECALLED TO SERVICE</b> Period in which a registered military or overseas voter recalled to service after March 19, 2019 (E-7), but before 5:00 p.m. on March 25, 2019 (E-1), may appear before the county elections official where they are registered, or if within the state, in the county in which they have been recalled to service, and obtain a vote-by-mail ballot which may be voted in, or outside, the county elections official's office on or before the close of the polls and returned as are other voted vote-by-mail ballots.	§ 3111
3/20/19 to 3/26/19	(E-6 to E)	34	<b>VOTE-BY-MAIL BALLOTS - LATE CONDITIONS</b> Period in which any voter may request in writing a vote-by-mail ballot if, because of specified conditions, he or she will be unable to go to the polls for an election. A written statement is not necessary if the vote-by-mail ballot is voted in the office of the elections official at the time of the request. The voter may designate any authorized representative to receive the ballot and return the voted vote-by-mail ballot.	§ 3021
03/25/19 [5:00 p.m.]	(E-1)	35	<b>MILITARY OR OVERSEAS VOTER - RECALLED TO SERVICE</b> Last day a registered military or overseas voter recalled to service after March 19, 2019 (E-7), but before 5:00 p.m. on March 25, 2019 (E-1), may appear before the county elections official where they are registered, or, if within the state, in the county in which they have been recalled to service, and obtain a vote-by-mail ballot which may be voted in, or outside, the county elections official's office on or before the close of the polls and returned as are other voted vote-by-mail ballots.	§ 3111
03/26/19	(E)	36	<b>MILITARY OR OVERSEAS VOTERS</b> Any registered military or overseas voter or any individual born outside of the United States or District of Columbia whose parent or legal guardian was a resident of California when the parent was last living in the United States who has returned to their county of registration on or before this day, and to whom a vote-by-mail ballot has been mailed but not voted, may apply to vote in the county elections official's office or in a polling place.  An unregistered military or overseas voter who was 1) released from service after the close of registration and who has returned to his or her county of residence or 2) required to move under official active duty military orders after the close of registration may apply in person to register with the county elections official and vote in the election. Documentary proof of release from service or official military orders are required. On or before the day of the election, the county elections official shall deliver to the precinct board a list of military or overseas voters registered under Elections Code section 3108.  A military or overseas voter or any individual born outside of the United States or District of Columbia whose parent or legal guardian was a resident of California when the parent was last living in the United States who returns to the county after March 19, 2019 (E-7), may appear before the county elections official and apply for registration, a vote-by-mail ballot, or both. The county elections official shall register the voter, if not registered, and shall deliver a vote-by-mail ballot which may be voted in, or outside, the county elections official's office on or before the close of the polls on the day of the election and returned as are other voted vote-by-mail ballots.	§§ 300(b), 3109  § 3108  § 3110

\*\* Date falls on a weekend or state holiday; it does not move forward to the next business day.

**Special Election Calendar  
Special Primary Election March 26, 2019  
California State Senate, 1st District (Ted Gaines)**

03/26/19	(E)	<b>37 NEW CITIZEN REGISTRATION</b> Last day for new citizen registration.	§§ 331, 3500, 3501
03/26/19	(E)	<b>38 CONDITIONAL VOTER REGISTRATION</b> Last day for conditional voter registration.	§ 2170
03/26/19	(E)	<b>39 SPECIAL PRIMARY ELECTION AND VOTE-BY-MAIL BALLOTS</b> Polls open at 7:00 a.m. and close at 8:00 p.m. Hand-delivered vote-by-mail ballots shall be received by 8:00 p.m. on Election Day at any polling place, at the office of the elections official, or at any ballot dropoff location. If one candidate receives a majority of the votes (50% + 1), no special general election will be held.	§§ 3017, 10705, 14212
03/26/19	(E)	<b>40 VOTE-BY-MAIL BALLOTS - LATE CONDITIONS</b> Last day any voter may request in writing a vote-by-mail ballot because of specified conditions resulting in his or her absence from the polling place or precinct on Election Day.	§ 3021
03/29/19	(E+3)	<b>41 MAILED VOTE-BY-MAIL BALLOTS - LAST DAY TO BE COUNTED</b> Any vote-by-mail ballot cast shall be deemed timely if it is received by the elections official via the United States Postal Service or a bona fide private mail delivery company no later than three days after Election Day and either of the following is satisfied if: 1) the ballot is postmarked on or before Election Day or is time stamped or date stamped by a bona fide private mail delivery company on or before Election Day or 2) the ballot has no postmark, a postmark with no date, or an illegible postmark, the vote-by-mail ballot identification envelope is date stamped by the elections official upon receipt of the vote-by-mail ballot from the United States Postal Service or a bona fide private mail delivery company, and is signed and dated pursuant to Section 3011 on or before Election Day.	§§ 3017, 3020
04/02/19 [5:00 p.m.]	(E+7)	<b>42 VOTE-BY-MAIL BALLOTS - MISMATCHED SIGNATURE ON IDENTIFICATION ENVELOPE</b> Last day for a voter whose signature did not match with their signature on their voter record to complete and submit a "signature verification statement" in person or by mail, email, or fax.	§ 3019
04/03/19 [5:00 p.m.]	(E+8)	<b>43 VOTE-BY-MAIL BALLOTS - UNSIGNED IDENTIFICATION ENVELOPE</b> Last day for a voter who did not sign the vote-by-mail ballot identification envelope to either sign the identification envelope at the office of the county elections official or complete and submit an "unsigned ballot statement" in person or by mail, email, or fax.	§ 3019
04/04/19	(E+9)	<b>44 OFFICIAL CANVASS - DEADLINE</b> Last day for the county elections official to complete the official canvass and certify the results to the Secretary of State.	Date designated by Secretary of State

# SUMMARY OF QUALIFICATIONS

## STATE SENATOR

### Minimum Qualifications

- Be a United States citizen.
- Be a registered voter and otherwise qualified to vote for that office at the time nomination papers are issued to the person.
- Not have been convicted of a felony involving accepting or giving, or offering to give, any bribe, the embezzlement of public money, extortion or theft of public money, perjury, or conspiracy to commit any of those crimes.
- During her or his lifetime serve no more than 12 years in the Senate, the Assembly, or both, in any combination of terms. This subdivision shall apply only to those Members of the Senate or the Assembly who are first elected to the Legislature after 2012 and who have not previously served in the Senate or Assembly. Members of the Senate or Assembly who were elected before June 2012 may serve only the number of terms allowed at the time of the last election before June 2012.

### Requirements

**Full Payment of Filing Fee:** \$1,104.59

**Signatures In-Lieu of Filing Fee:** 250 valid signatures                      **Value of Signatures:** \$4.41836

**Nomination Signatures:** 40 - 60 valid signatures

### Items to be Filed

- Filing fee and/or Signatures In-Lieu of Filing Fee
- Media Sheet
- Nomination Petitions
- Code of Fair Campaign Practices - voluntary
- Candidate Statement & estimated payment (if no statement, form must still be filed)
- Ballot Designation Worksheet
- Declaration of Candidacy
- Statement of Economic Interests
- Campaign Disclosure Statements

## LIST OF SHARED COUNTIES

Sacramento County Elections will mail a courtesy County Voter Information Guide to qualified candidates who reside out of county. Candidates who reside in Sacramento County and have opt-out of receiving a County Voter Information Guide can view their guide online. Below is a list of the districts that are shared with multiple counties.

Office	Shared Counties
State Senate, District 1	Alpine, El Dorado, Lassen, Modoc, Nevada, Placer, Plumas, Sacramento, Shasta, Sierra, and Siskiyou

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## FILING FEE INFORMATION

The filing fee must be paid at the time nomination papers are issued. Filing fee must be paid by check or money order only and made payable to Secretary of State. Filing fees are non-refundable

### STATE

#### **Filing fee with Signatures In-Lieu filed**

Check amount shall be left blank, however, the verbiage Not to exceed followed by the amount of filing fee is to be printed under the amount line.

#### **Filing fee without Signatures In-Lieu filed**

Check amount shall be completed entirely for the amount of the filing fee.

<p>John A. Doe 1234 Any Street Our Town, CA 95965</p>	<p>2324 <u>August 2, 2013</u></p>
<p>PAY to <u>California Secretary of State</u></p>	
<p><input style="width: 100px;" type="text" value="\$"/> Dollars</p>	
<p><i>Not to exceed one thousand one hundred two and 50/100 dollars</i></p>	
<p>Bank of Our Town California 1-800-123-4567</p>	
<p>FOR <u>John Doe candidate filing fee</u> <span style="float: right;"><u>John A. Doe</u></span></p>	
<p> :21211212 : 101010101010</p>	

<p>John A. Doe 1234 Any Street Our Town, CA 95965</p>	<p>2324 <u>August 2, 2013</u></p>
<p>PAY to <u>California Secretary of State</u></p>	
<p><input style="width: 100px;" type="text" value="\$ 1,102.50"/> Dollars</p>	
<p><u>One thousand one hundred two and 50/100</u></p>	
<p>Bank of Our Town California 1-800-123-4567</p>	
<p>FOR <u>John Doe candidate filing fee</u> <span style="float: right;"><u>John A. Doe</u></span></p>	
<p> :21211212 : 101010101010</p>	

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## **SIGNATURES IN-LIEU OF FILING FEE**

### **Availability**

Signatures In-Lieu of Filing Fee petitions may be obtained from the county elections official and circulated between January 16, 2019 through January 22, 2019. Elections Code § 8106(b); Assembly Bill 469, 2017

### **Petition Signer Qualifications**

Any registered voter may sign an in-lieu-filing-fee petition for any candidate for whom he or she is eligible to vote. Elections Code § 8106(b)(1)

No voter shall sign more petitions for candidates than there are offices to be filled. If a voter signs more candidates' petitions than there are offices to be filled, the voter's signature will be invalid only on those petitions which, taken in the order they were filed, and do not exceed the number of offices to be filled. Elections Code § 8106(b)(2)

### **Petition Circulator(s)**

Circulators of in-lieu filing fee petitions must be 18 years of age or older. Elections Code § 102

The Affidavit of Circulator on each petition must be completed in the circulator's own hand, even if the petition is circulated by the candidate. Elections Code § 104

### **Duplicating the Petition**

The elections official shall provide a master form that may be duplicated by the candidate at the candidate's expense for the purpose of circulating additional petitions. Elections Code § 8106(b)

### **Filing the Petition**

Sections of in-lieu-filing-fee petitions shall be filed with the county elections official of the county in which the signers reside. Elections Code § 8106(b)(4)

### **Verification of Signatures**

Within 10 days after receipt of a petition, the elections official shall notify the candidate of any deficiency. Elections Code § 8106(b)(3)

### **Signatures Counted Towards Nomination Signatures**

All valid signatures obtained shall be counted toward the number of required nomination signatures. Elections Code §§ 8061, 8405

### **Notice to Candidates**

*The nomination petition is only one of the documents required for candidacy. Candidates are NOT to assume that because a sufficient Signatures In-Lieu was filed which also fulfilled the nomination petition signature requirements, that all requirements for candidacy have been completed.*

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## **NOMINATION PAPERS**

It is the responsibility of the candidate to ensure that he or she meets all deadlines. It is highly recommended that candidates file the necessary documents as early as possible in order to avoid last minute rush and confusion, or any misunderstandings.

### **Availability**

Nomination papers may be obtained from the county elections official between January 16, 2019 through January 31, 2019.

All forms required for nomination and election shall be furnished only by the county elections official. The forms shall be distributed without charge to all candidates applying for them. Elections Code § 8101

### **Letter of Authorization**

A candidate may designate a specific person to obtain and/or file nomination papers and/or a Declaration of Candidacy form on behalf of the candidate. A letter of authorization form can be found at [www.elections.saccounty.net](http://www.elections.saccounty.net) and must be properly completed and signed prior to either obtaining or filing the nomination papers for a candidate. The filed letter of authorization shall be retained by the elections official. Elections Code § 8028

## **NOMINATION PETITIONS**

### **Signer Qualifications**

Signers shall be registered voters in the district or political subdivision in which the candidate is to be voted on. Elections Code § 8068

No voter shall sign more nomination petitions for candidates than there are offices to be filled. Elections Code § 8069

### **No More Signers than Required**

No candidate shall secure more than the maximum amount of signatures required for that office. Elections Code § 8067

### **Petition Circulator(s)**

Circulators of petitions must be 18 years of age or older. Elections Code § 102

The Affidavit of Circulator on each petition must be completed in the circulator's own hand, even if the petition is circulated by the candidate. Elections Code § 104

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## **BALLOT DESIGNATION**

Each candidate who 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 Registrar of Voters at the same time that the candidate files his or her Declaration of Candidacy.

Elective offices for Sacramento County will use the Ballot Designation regulations from the Secretary of State.

### **Purpose**

The purpose of the Ballot Designation Worksheet is for the candidate to give information to substantiate his or her Ballot Designation. It must be completed in its entirety. The candidate signs this worksheet under penalty of perjury that the Ballot Designation and the provided back-up information are accurate. It is not the responsibility of the Registrar of Voters' staff to investigate if the facts indicated by the candidate are valid. The Ballot Designation Worksheet is used as back-up for his or her Ballot Designation in the event the Ballot Designation is challenged.

### **No Ballot Designation Requested**

A ballot designation is optional. If no ballot designation is requested, a Ballot Designation Worksheet is not required. In the event a candidate fails to file a Ballot Designation Worksheet, no designation shall appear under the candidate's name on the ballot.

## **DECLARATION OF CANDIDACY**

The Declaration of Candidacy shall be obtained from, and delivered to, the elections official of the county in which the candidate resides and is a voter in accordance with Elections Code § 8028. A candidate shall not remove a Declaration of Candidacy form from the office of the elections official, and the elections official shall require all candidates to execute the declaration in the office of the elections official.

Any person who files or submits for filing a nomination paper or Declaration of Candidacy knowing that it or any part of it has been made falsely is punishable by a fine not exceeding one thousand dollars (\$1,000) or by imprisonment in the state prison for 16 months or two or three years or by both the fine and imprisonment. Elections Code § 18203

### **Removal of Declaration of Candidacy from elections official**

A candidate may, in a written statement signed and dated by the candidate, designate a person to receive a Declaration of Candidacy form from the elections official and deliver it to the candidate. The statement shall include language indicating that the candidate is aware that the Declaration of Candidacy must be properly executed and delivered to the elections official of the county of the candidate's residence by the filing deadline. That statement shall be retained by the elections official.

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## **CANDIDATE STATEMENT**

Each candidate for nonpartisan elective office and certain party nominated offices may prepare an optional candidate statement at their own expense. The candidate statement is designated to acquaint voters with a candidate's qualifications for the office he or she is seeking. The candidate statement is incorporated into the County Voter Information Guide, and will be mailed to all registered voters eligible to vote for that particular candidate.

### **Notice to Candidates**

*All candidates, regardless of whether or not they choose to publish a candidate statement, are required to complete and file a candidate statement form.*

### **When to File**

The candidate statement must be filed at the time the Declaration of Candidacy is filed.

### **Where to Pay**

All candidate statement fees are paid at the Voter Registration and Elections office. Fees must be paid at the time the statement is filed.

### **Where to File**

Candidate statements to be printed in Sacramento County's Voter Information Guide must be filed in person at the Voter Registration and Elections office.

### **Confidentiality of Statements**

Notwithstanding any other provisions of law, candidate statements filed shall remain confidential until the close of the nomination period for the office sought.

### **Withdrawal of Statement**

The statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5:00 p.m. on the next business day after the close of the nomination period. Any request for withdrawing a candidate statement must be done in writing and signed by the candidate. A new statement cannot be filed to replace a withdrawn statement.

In the event there is no opposition for a particular contest, candidates may withdraw their candidate statement.

### **Public Examination**

Candidate statements are available to view and/or copies purchased after the deadline for filing has passed. Between February 1 through February 6, 2019 at 5:00 p.m., 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 statements to be amended or deleted.

### **Challenge of Contents**

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

## CANDIDATE STATEMENT COST INFORMATION

Because of the many unknown factors involved in printing, handling, mailing and the number of candidates filing statements, it is difficult to determine, prior to the election, the exact cost to each candidate who avails themselves of this service. The cost estimates provided are based upon historical data and a projection of statistics available approximately six months prior to the election. The actual cost may vary significantly from the estimate specified. Candidates must pay any difference between the estimated cost and the actual cost within 30 days of receiving the bill.

### **State Senate**

Candidates for State Senate may purchase statement space only if they have agreed to the voluntary expenditure limits.

### **Shared Districts**

If a candidate is running for an office where the district extends into another county and wishes to have their candidate statement printed in that county, it is their responsibility to coordinate with that county for payment and publication of their candidate statement.

### **Indigent Candidates**

Candidates who believe they are indigent must meet California guidelines regarding poverty level. Statement of Financial Worth forms are available at the elections office and will be furnished upon request. The Statement of Financial Worth is a public record and is available for review.

If it is determined that the candidate is not indigent, the candidate shall, within three days of notification, be required to withdraw the candidate's statement or pay the requisite estimated costs. The Registrar of Voters is not obligated to print and mail the statement if payment is not received.

If the candidate is found to be indigent, the Registrar of Voters shall print and mail the statement without advanced payment. Notwithstanding the above, the candidate will be billed and expected to pay the cost of the candidate statement after the election.

## CANDIDATE STATEMENT COST ESTIMATE

Office	Cost	Shared District	Word/Paragraph Limit
State Senate, District 1	\$2,650.00	Yes	250 words 6 paragraphs

## **CANDIDATE STATEMENT REQUIREMENTS**

Check your statement for errors in spelling, punctuation and grammar. No responsibility or liability is assumed by Sacramento County Voter Registration and Elections for errors in spelling, punctuation or grammar, etc.; the statement is entirely the candidate's responsibility.

### **Candidate Statement Form**

A Candidate Statement Form must be completed prior to filing. On this form, candidates will indicate whether or not they elect to file a candidate statement and will submit the printed text of the statement if they choose to file one.

**A fillable form can be found on the Sacramento County Elections website at [www.Elections.SacCounty.net](http://www.Elections.SacCounty.net)**

### **Restrictions**

The candidate statement shall not include the political party affiliation of the candidate nor membership or activity in partisan political organizations. Candidate photographs are not permitted.

Candidate statements should be about the candidate's own personal background and qualifications and shall not in any way make reference to other candidates or their qualifications, character or activities. Moreover, no statement shall contain any demonstrably false, slanderous or libelous statements or any obscene or profane language.

### **Maximum Amount of Words and Paragraphs**

Your candidate statement shall not exceed the maximum amount of words and paragraphs as specified on the previous page. If your statement exceeds the maximum amount of words, the elections official will remove words starting at the end of the statement until the word count is correct. If your statement exceeds the maximum amount of paragraphs, the elections official will combine paragraphs starting at the end of the statement until the paragraph count is correct.

### **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.

### **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.

**Example A:** "...I am endorsed by County Supervisor John Doe, Senator Jane Smith and the Sacramento League of Women Voters."

In Example A, the elections office would require an email, facsimile or copy of the letter of endorsement from Supervisor Doe, Senator Smith and the Sacramento League of Women Voters to allow these endorsements to be printed.

**Example B:** "...I am endorsed by Police, Firefighters, nurses and teachers throughout Sacramento County."

In Example B, the elections office would not require verification of the endorsement because the statement does not identify a specific individual or organization.

## CANDIDATE STATEMENT GUIDELINES

Candidates are required to type their candidate statement. Your candidate statement will be printed as submitted and in the format prescribed by Elections Code 13307. Candidate 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.

### **Notice to Candidates**

*The format of your statement may need to be changed by the elections official to accommodate the printing requirements of the County Voter Information Guide.*

### **Contents**

The candidate statement may contain the name, age, occupation of the candidate and a brief description, not to exceed the amount of maximum words and paragraphs for that office, of the candidate's education and qualifications expressed by the candidate.

The candidate statement must be written in the first person.

**Example:** "My name is John Smith and I have lived in Sacramento for 40 years. I am a successful business owner, community volunteer..."

### **Format**

The statement should be typewritten, double-spaced and in standard paragraph style. Any candidate statement that is not in conformance with the guidelines will need to be retyped by the candidate or his/her authorized representative using the computer in our lobby.

The format shall conform to the following guidelines:

### **DO NOT USE:**

- Bullets, stars or asterisks
- All capital letters (with the exception of acronyms or abbreviations)
- Tables
- Lists
- or other formatting requiring indentation

The California Elections Code intends for uniformity and appearance of the candidate statements. By preparing your candidate statement in accordance with the above guidelines, each candidate statement will be uniformly printed and allowed the same amount of space in the County Voter Information Guide. The elections official bears no responsibility for the correct typesetting of statements that must be reformatted due to not conforming to the requirements, guidelines or word and paragraph limit as stated in this guide.



## CANDIDATE STATEMENT COUNTING OF WORDS

These are the guidelines utilized by the elections official in determining the number of words submitted on any document (such as the candidate statement) whose content is limited by statute. Elections Code § 9

### **Counting of words shall be as follows:**

**Punctuation:** Punctuation is not counted.

**Proper Nouns:** All proper nouns shall be considered as one word.

**Example A:** John Smith = one word

**Geographical Names:** All geographical names shall be counted as one word. Areas that have political boundaries with an elected or appointed board are considered geographic areas by this office.

**Example A:** County of Sacramento = one word

**Example B:** Twin Rivers Unified School District = one word

**Abbreviations:** Each abbreviation for a word, phrase or expression shall be counted as one word.

**Example A:** PTA = one word

**Hyphenations:** Hyphenated words that appear in any generally available standard reference dictionary shall be considered as one word. Each part of all other hyphenated words shall be counted as separate words.

**Example A:** Re-election = one word

**Example B:** Re-elect = two words

**DATES:** All dates, regardless of letter or number combination, shall be counted as one word.

**Example A:** 01/01/2016 = one word

**Example B:** January 1, 2016 = one word

**Numbers:** Any number consisting of a digit or digits shall be counted as one word. Any number which is spelled shall be considered as a separate word or words.

**Example A:** One = one word

**Example B:** One hundred = two words

**Example C:** 100 = one word

**Telephone Numbers:** Telephone numbers shall be counted as one word.

**Example A:** (916) 555-5555 = one word

**Example B:** 916-555-5555 = one word

**Internet Website and Email Addresses:** Internet Website and Email addresses shall be counted as one word.

**Example A:** tsmithpp@gmail.com = one word

**Example B:** www.tsmithpp.voteforme.com = one word

## CANDIDATE STATEMENT CHECKLIST

The following checklist is provided to assist candidates with identifying errors that may prevent a statement from being printed as intended in the County Voter Information Guide:

- |     |  |                           |                          |
|-----|--|---------------------------|--------------------------|
| 1.  | Is your statement typed on the form provided by the elections office?  | <input type="radio"/> Yes | <input type="radio"/> No |
| 2.  | Is your statement written in the first person?   | <input type="radio"/> Yes | <input type="radio"/> No |
| 3.  | Does your statement contain equal to or less than the maximum amount of words and paragraphs as permitted?   | <input type="radio"/> Yes | <input type="radio"/> No |
| 4.  | Is your statement free of unusual spacing?   | <input type="radio"/> Yes | <input type="radio"/> No |
| 5.  | Is your statement free of any formatting requiring indentation?  | <input type="radio"/> Yes | <input type="radio"/> No |
| 6.  | Is your statement free of bullets, stars, asterisks, bolding, italics, underlining, tables and/or lists?   | <input type="radio"/> Yes | <input type="radio"/> No |
| 7.  | Is your statement free of references, direct or implied, to any other candidate or officeholder including their qualifications, character or activities?                       | <input type="radio"/> Yes | <input type="radio"/> No |
| 8.  | Is your statement free of any reference to your political affiliation or partisan political activity?  | <input type="radio"/> Yes | <input type="radio"/> No |
| 9.  | Is your statement free of any false information or information that may be deemed as slanderous or libelous?   | <input type="radio"/> Yes | <input type="radio"/> No |
| 10. | Is your statement limited to your own person background, education, qualifications and platform upon which you will run?   | <input type="radio"/> Yes | <input type="radio"/> No |
| 11. | If your statement contains endorsements, do you have documentation to present from the individual(s) or specific organization(s) endorsing you?                                | <input type="radio"/> Yes | <input type="radio"/> No |
| 12. | If your statement contains someone else's name, do you have documentation to present from the individual(s) stating they give you permission to use their name in this manner? | <input type="radio"/> Yes | <input type="radio"/> No |

**If you answered "No" to any of the questions above, your candidate statement may contain content that is prohibited by California Elections Code or election official's policy.**

## **CODE OF FAIR CAMPAIGN PRACTICES**

Any candidate for public office in this state is encouraged by the Legislature to subscribe to the Code of Fair Campaign Practices. It is the ultimate intent of the Legislature that every candidate for public office in this state who subscribes to the Code of Fair Campaign Practices will follow the basic principles of decency, honesty and fair play in order that, after vigorously contested, but fairly conducted campaigns, the citizens of this state may exercise their constitutional right to vote free from dishonest and unethical practices which tend to prevent the full and free expression of the will of the voters.

### **Purpose**

The purpose in creating the Code of Fair Campaign Practices is to give voters guidelines in determining fair play and to discuss issues instead of untruths or distortions.

### **Code of Fair Campaign Practices Form**

The elections official shall give the individual a blank form of the code and a copy of the Code of Fair Campaign Practices chapter. If you wish to subscribe the Code of Fair Campaign Practices, complete the form included with your nomination paperwork.

### **Voluntary**

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

### **When to File**

File the form with your other nomination paperwork. You may file this form at a later date. The elections office will accept it any time up to Election day.

### **Public Record**

All Code of Fair Campaign Practices forms filed by candidates will be available for public inspection at the elections office until 30 days after the election. Every code subscribed to by a candidate for public office is a public record open for public inspection.

# CODE OF FAIR CAMPAIGN PRACTICES

## CALIFORNIA ELECTIONS CODE § 20400 ET SEQ

### **20400. Intent of Legislature**

The Legislature declares that the purpose of this chapter is to encourage every candidate for public office in this state to subscribe to the Code of Fair Campaign Practices. It is the ultimate intent of the Legislature that every candidate for public office in this state who subscribes to the Code of Fair Campaign Practices will follow the basic principles of decency, honesty, and fair play in order that, after vigorously contested, but fairly conducted campaigns, the citizens of this state may exercise their constitutional right to vote, free from dishonest and unethical practices which tend to prevent the full and free expression of the will of the voters.

### **Purpose**

The purpose in creating the Code of Fair Campaign Practices is to give voters guidelines in determining fair play and to encourage candidates to discuss issues instead of untruths or distortions.

### **20420. Definition of “Code”**

As used in this chapter, “Code” means the Code of Fair Campaign Practices.

### **20440. Subscription to code; form**

At the time an individual is issued his or her declaration of candidacy, nomination papers, or any other paper evidencing an intention to be a candidate for public office, the elections official shall give the individual a blank form of the code and a copy of this chapter. The elections official shall inform each candidate for public office that subscription to the code is voluntary.

In the case of a committee making an independent expenditure, as defined in Section 82031 of the Government Code, the Secretary of State shall provide a blank form and a copy of this chapter to the individual filing, in accordance with Title 9 (commencing with Section 81000) of the Government Code, an initial campaign statement on behalf of the committee.

### **20441. Supply of Forms**

The Secretary of State shall print, or cause to be printed, blank forms of the code. The Secretary of State shall supply the forms to the elections officials in quantities and at times requested by the elections officials.

### **20442. Retention of forms; public inspection**

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

### **20443. Public Record**

Every code subscribed to by a candidate for public office pursuant to this chapter is a public record open for public inspection.

### **20444. Voluntary**

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

## **STATEMENT OF ECONOMIC INTERESTS (FORM 700)**

This form is used for disclosure of certain personal financial interests under the Political Reform Act's conflict of interest rules. All information required to be disclosed per the Conflict of Interest Code for the office sought during the 12 months prior to the nomination deadline must be reported.

Every candidate is required to file a Statement of Economic Interests (Form 700). A statement is not required if the candidate filed a statement for the same jurisdiction within 60 days before filing a Declaration of Candidacy.

### **What is Disclosed**

The candidate's investments, interests in real property and any income received during the immediately preceding 12 months.

### **When to File**

The Form 700 is to be completed and filed prior to the deadline to file a Declaration of Candidacy.

### **Where to File**

The original Form 700 is filed with the elections office.

**For technical questions regarding completion of the Form 700, please contact:**

**Fair Political Practices Commission  
[www.fppc.ca.gov](http://www.fppc.ca.gov)**

**1102 Q Street, Suite 3000  
Sacramento, CA 95811**

**(866) 275-3772  
[advice@fppc.ca.gov](mailto:advice@fppc.ca.gov)**

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## **CAMPAIGN DISCLOSURE REQUIREMENTS**

The Political Reform Act requires all candidates for state and local elective office, all state and local elected officeholders, proponents of state ballot measures and committees supporting or opposing state and local candidates and ballot measures, to file campaign statements disclosing contributions received and expenditures made.

The statutory requirements of the Political Reform Act are now contained in Government Code § 81000 et seq. Information and assistance relating to campaign reporting obligations under the Political Reform Act may be obtained from the elections office or from the Fair Political Practices Commission.

### **Candidate/Committee Filing Responsibilities**

All candidates are required to file campaign disclosure statements.

It is the responsibility of the candidates and/or committees to be aware of and to file the required campaign disclosure statements in a correct and timely manner.

### **Where to File**

The location in which disclosure statements are to be filed depends entirely upon the office that the candidate is seeking or the jurisdiction in which the committee is active.

### **When to File**

Refer to the FPPC Filing Schedule deadlines by visiting [www.fppc.ca.gov](http://www.fppc.ca.gov).

**For technical questions, candidates should contact the FPPC .**

**Fair Political Practices Commission**

**[www.fppc.ca.gov](http://www.fppc.ca.gov)  
[advice@fppc.ca.gov](mailto:advice@fppc.ca.gov)**

**1102 Q Street, Suite 3000  
Sacramento, CA 95811**

**(866) 275-3772**

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## WRITE-IN CANDIDACY

The Statement of Write-In Candidacy form and Nomination Papers shall be available from the Registrar of Voters' office beginning January 28, 2019 through March 12, 2019.

Every person who desires to be a write-in candidate and have his or her name written on the ballot of an election counted for a particular office shall file a statement of write-in candidacy that contains the following information:

- Candidate's name.
- Residence Address.
- A declaration stating that he or she is a write-in candidate.
- The title of the office for which he or she is running.
- The date of the election.
- For any of the offices described in Elections Code § 13.5, a statement that the candidate meets the statutory and constitutional requirements for that office as described in that section.

A statement of write-in candidacy form can be obtained at the elections office.

### **Signers of Nomination Papers**

Signers of nomination papers for write-in candidates shall be voters in the district or political subdivision in which the candidate is to be voted on.

Refer to the Summary of Qualifications for signature requirements.

### **Filing Fees**

No fee shall be required of a write-in candidate.

### **Candidate Statement**

Write-in candidates may not file a candidate statement.

### **Qualified Write-Ins**

The California Administrative Code, Title 2, Division 7, Article 7, §§ 20100 - 20105, specifies the requirements for the counting of write-in votes.

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## **BALLOT ORDER OF CANDIDATES**

### **Randomized Alphabet Drawing**

The Secretary of State shall conduct a drawing of letters of the alphabet, the result of which shall be known as a randomized alphabet drawing.

### **Time/Date of Random Alphabet Drawing**

A drawing will take place for each election commencing at 11:00 a.m., 53 days before the election by Secretary of State.

## **POLITICAL SIGNS**

### **Sacramento County Zoning Regulations**

Section 335-03 of the Sacramento County Zoning Code specifies the regulations concerning political signs. More information can be found by visiting [www.code-enforcement.saccounty.net/Pages/Signs.aspx](http://www.code-enforcement.saccounty.net/Pages/Signs.aspx) or by contacting the Planning Division of the Department of Community Development.

To file a complaint regarding political signs, call 3-1-1 or (916) 875-4311, or file an online report at [www.311.saccounty.net](http://www.311.saccounty.net).

## **SERVICES AVAILABLE**

Some of the items available for purchase for your campaign include:

- Voter Files
- Walking Lists
- Voting Activity Status Report (formerly the Vote By Mail Subscription)
- Precinct Lists
- Maps

To obtain any of the above mentioned items, please visit [www.Elections.SacCounty.net](http://www.Elections.SacCounty.net) for fillable request forms. Follow the provided instructions for submitting your request. Our office will contact you regarding your request.

## CONTACT INFORMATION

**Address:** 7000 65<sup>th</sup> Street, Suite A  
Sacramento, CA 95823

**Email:** Voters-CampaignServices@SacCounty.net

**Website:** www.Elections.SacCounty.net

<b>Telephone Numbers:</b>	Candidate Filing	(916) 875-6276
	General Information	(916) 875-6451
	Vote-by-Mail Information	(916) 875-6155
	Election Officers	(916) 875-6100
	Mapping Information	(916) 875-6248
	Obtaining Election Night Returns	(916) 875-6451
	California Relay Service Text	1-866-660-4288
	California Relay Service Voice	1-866-461-4288
	Toll Free Number	1-800-762-8019

**Additional Information:** Campaign Disclosure Online Filing and Viewing (916) 875-6276  
<https://ssl.netfile.com/static/agency/sco/index.html>

Fair Political Practices Commission (916) 322-5660  
[www.fppc.ca.gov](http://www.fppc.ca.gov) (866) 275-3772

Federal Elections Commission (800) 424-9530  
[www.fec.gov](http://www.fec.gov)

California Secretary of State (916) 653-6814  
[www.sos.ca.gov](http://www.sos.ca.gov)