

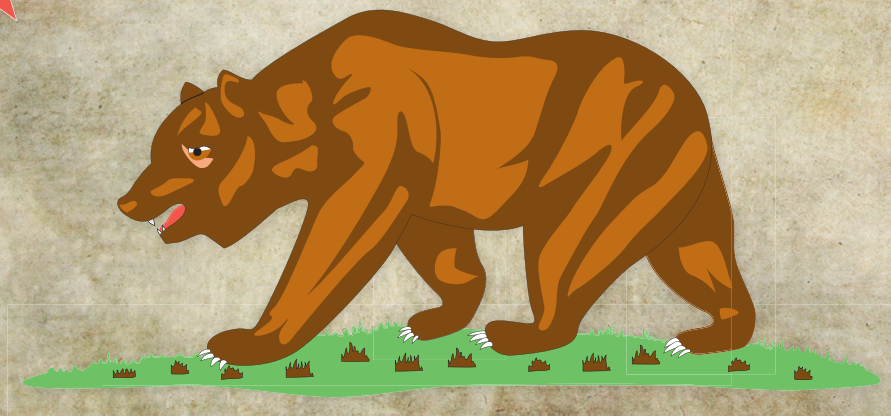
Candidate Handbook & Resource Guide

Gubernatorial General Election
November 2, 2010

Warren Slocum
Chief Elections Officer &
Assessor-County Clerk-Recorder
555 County Center
Redwood City, CA 94063



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CALIFORNIA REPUBLIC



Warren Slocum

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June 2010

Dear Candidate:

Congratulations on your decision to run for office and offer the people of our County your leadership. Your willingness to serve is most honorable and, frankly, the quality of life in our County depends on the willingness of intelligent and responsible people such as yourself. As you know, once you make the decision to run, you face a new set of responsibilities like setting up a campaign, filing for office and submitting all of the necessary forms. It can be confusing even for the most seasoned candidates, especially in the midst of a campaign when it seems like everyone is competing for your time and attention.

That's why we developed the Candidate Guide and Seminar Series—to help candidates understand their responsibilities and be confident of the reporting requirements and deadlines. I highly recommend that you make the time to attend. Even if you've run before and are familiar with the process, laws change, forms change and reporting requirements change. Reading this Candidate Guide and attending a seminar will help you in your bid for public office. If you are a newcomer to the political process, put this class on your schedule – it will be well worth the time. Two Candidate Seminars and one data seminar will be held for those running for office in the November 2, 2010 Gubernatorial General Election; they are as follows:

Candidate Seminars

Wednesday, July 7, 2010: 10:30 a.m. – 12:00 p.m. at 40 Tower Road, San Mateo

Tuesday, July 20, 2010: 2:00 p.m. – 3:30 p.m. at 40 Tower Road, San Mateo

Data Seminars

Wednesday, August 11, 2010: 2:00 p.m. – 3:30 p.m. at 40 Tower Road, San Mateo

Our website, www.shapethefuture.org, has an abundance of useful information for candidates and campaigns, including an interactive election calendar, information on how to request voter file data, an electronic copy of this Candidate Guide, the specific requirements and steps for including voter registration and/or vote by mail information in your campaign materials, polling place lookups, voting options for voters, and much more.

I also want to encourage you to participate in Smart Voter, a nonpartisan, comprehensive voter education resource provided by the League of Women voters www.smartvoter.org. The site provides enhanced candidate information and election information to voters. It was a joint effort by the League and election officials in California; we co-sponsor it today.

There is no higher honor than serving our community. My office is ready to answer your questions and provide assistance. Feel free to call Megan Asmus, Filing Officer, at (650) 312-5293 or email her at masmus@smcare.org.

Best,

A handwritten signature in black ink, appearing to read "Warren Slocum".

Warren Slocum

The 2010 Candidate Guide is intended to provide general information about the nomination and election of candidates, and does not have the force and effect of law, regulation or rule. It is distributed with the understanding that the Elections Division is not rendering legal advice and, therefore, the guide is not to be a substitute for legal counsel for the individual, organization or candidate using it. In case of conflict, the law, regulation or rule will apply.

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Gubernatorial General Election Calendar

NOVEMBER 2, 2010 GUBERNATORIAL GENERAL ELECTION CALENDAR		
# DAYS PRIOR	DATE	ACTION TAKEN
193	April 23, 2010	Between these dates, any independent candidate may obtain forms to secure signatures in-lieu of all or part of the filing fee. Signatures may also be applied toward nomination requirements. EC §§8106, 8302, 8403, 8405
103	July 22, 2010	
193	April 23, 2010	Between these dates, independent candidates for an office for which there is <u>no</u> filing fee shall circulate nomination papers to obtain signatures for submittal to the county elections official. EC §8403(a)(2)
88	August 6, 2010	
148	June 7, 2010	Between these dates, independent candidates for an office for which there is a filing fee shall circulate and file nomination papers, a declaration of candidacy, and statement of economic interests. If the candidate is filing for a district office and it falls within two or more counties, the candidate must submit petitions in the county where the voter resides. EC§8403
88	August 6, 2010	
148	June 7, 2010	By this date, the Governor shall issue a proclamation calling the general election and shall state the time of the election and offices to be filled. EC §12000
131	June 24, 2010	The last day for a legislature to adopt proposal for measure (constitutional amendment, bond, etc.) to qualify for the general election ballot. Cal. Const. Article II, §8(c);EC §9040
130	June 25, 2010	(School or Special District Vacancy) Last day for the governing body of the local jurisdiction to call an election to fill a vacancy. GC §1780; Ed. Code §5091(b)
127	June 28, 2010	Between these dates, any city will publish a Notice of Election including time of election and city office(s) to be filled. If a city measure is placed on the ballot before this date the notice of election can be consolidated to include candidate(s) and measure(s). EC §§12101, 12111
113	July 12, 2010	
125	June 30, 2010	Last day for the special district to deliver notice of offices to be filled, decisions regarding payment of candidate statements, and a map of the district boundaries. EC §§10509, 10522
123	July 2, 2010	(School District Vacancy) Last day for the school governing board to deliver resolution to County Superintendent and Elections Official calling the election of governing board members. Ed.C §5322
120	July 5, 2010	(School District Vacancy) Last day for the County Superintendent to deliver official order and formal notice of election of governing board members to Elections Official. Ed.C §5324

120	July 5, 2010	Between these dates, the County shall publish Notice of Election (date of election, offices to be filled, where nomination papers are available, and deadline for filing required forms). Notice of central counting place may be combined. EC §§12109, 12112; GC §6061; Ed.C §5363
90	August 4, 2010	
119	July 6, 2010	Date set by SOS. Last day for arguments for and against each statewide ballot measure to be submitted (not to exceed 500 words). Once submitted, no argument may be changed or amended. EC §§9040,9043, 9064
114	July 11, 2010	Date set by SOS. On or before this date, the SOS will select arguments for inclusion in the State Voter Information Guide where more than one has been submitted in favor of or against a state measure. EC §§9067,9069
114	July 11, 2010	(City Vacancy) Last day for the remaining City Council to call an election to fill a vacancy. City Clerk shall immediately publish Notice of Election. EC §§12101-02; GC §36512
113	July 12, 2010	Declarations of Candidacy/Nomination Papers - Between these dates, eligible candidates for all local offices may obtain and file required nomination forms, submit statement, ballot designation and payment. EC §§8000 et sec., 10220, 10407, 10510, 10603, 13107.3, 13307; Public Resources Code §5532; Harbors & Navigation Code §6054
88	August 6, 2010	
113	July 12, 2010	Candidate Statements in County pamphlet: candidates for US House of Representatives, State Senate and Assembly may purchase space for a 250-word statement in the county or counties voter information pamphlet for that jurisdiction. State Senate and Assembly candidates may purchase space only if they accept voluntary expenditure limits under proposition 34. Gov. Code § 85601(c); EC §13307.5
88	August 6, 2010	
111	July 14, 2010	Date set by SOS. Candidate Statements in State pamphlet: Last day statewide candidates and US Senate candidates may purchase space for a 250-word statement in the official state Voter Information Guide. Statewide candidates may purchase space only if they have agreed to voluntary expenditure limits under proposition 34. Gov. Code § 85601(a); EC §9084(i)
110	July 15, 2010	Date set by SOS. The last day rebuttal arguments and summary information for or against state ballot measures qualified for the general election ballot may be submitted. Rebuttal arguments shall not exceed 250 words and summary information shall not exceed 500 words. EC §§9041-9044, 9069, 9084(e)
105	July 20, 2010	Between these dates, the Secretary of State will make a complete copy of the State voter information and ballot pamphlet and ballot labels available for public inspection for 20 days. GC §88006; EC §§9054, 9092, 13282
85	August 9, 2010	
103	July 22, 2010	Last day for independent candidates to turn in their petitions in lieu of filing fee to the county elections official. The candidate shall then cover the deficiency either by submitting a supplemental petition or by paying a prorated portion of the filing fee no later than August 6, 2010 (E-88). Upon receipt of the required number of in-lieu signatures, or of a sufficient combination of signatures and the prorated filing fee, the county elections official shall issue the nomination papers provisionally. Signatures may also be applied to the signature requirements on the nomination paper. EC §§ 8105, 8106, 8302, 8405

98	July 27, 2010	The last day that any candidate who won the primary election may request in writing a different ballot designation than that used at the primary. This written request should be made to both the Secretary of State and the county elections official for candidates for state office. Candidates for county office should make this written request to the county elections official. EC §13107(e)
Fixed	August 2, 2010	Date set by law. The last day to file semiannual campaign statements, if required, by all candidates and committees and slate mailer organizations. Also, last day to file supplemental independent expenditure reports for candidates or committees making independent expenditures of \$1000 or more in a calendar year to support or oppose a candidate or measure. GC §§84200,84218, 84203.5
88	August 6, 2010	Candidate filing period closes; all required forms must be complete. Last day for LOCAL candidate whose filing period ends this day to withdraw from the election. EC §§8000 et sec, 10220, 10407, 10510, 10603, 13107.3, 13307 ; Public Resources Code §5532; Harbors & Navigation Code §6054
88	August 6, 2010	The last day for any independent candidate to submit any supplemental in-lieu signatures to the county elections official or to pay the prorated portion of the filing fee to cover any deficiency in the filing fee payment. EC §8106(b)(3)
88	August 6, 2010	Last day for independent candidate to leave declaration of candidacy and nomination papers with the county elections official. EC §§8403, 8550
88	August 6, 2010	Last day for local entity to request consolidation from the Board of Supervisors. EC §§10400 - 10403; Ed.C §5322 & 5325
88	August 6, 2010	Local 10-calendar day examination period begins at 5:00 p.m. for documents filed as of the 88th day prior to the election. Between these dates, any registered voter of the election jurisdiction, or the elections official, may seek a writ of mandate or injunction requiring any or all of the materials to be amended or deleted. The request shall be filed no later than the end of the 10-calendar-day public examination period. Review period ends on Monday, August 16, 2010 at 5:00 p.m. EC §§9190, 9295, 9380, 9509, 13313
78	August 16, 2010	
87	August 7, 2010	Extended candidate filing period for declarations of candidacy and nomination papers. If an <u>eligible</u> incumbent does not file or fails to qualify by 5:00 p.m. candidates other than the incumbent may obtain and file all required nomination forms. This extension does not apply to Federal Offices or State Legislative offices appearing on the general ballot. EC §§8024, 10225, 10407(b), 10516, 10604; Public Resources Code §5532
83	August 11, 2010	
85	August 9, 2010	Last day for a candidate whose filing period ended on the 88th day to withdraw candidate statement.(The 87th day falls on a Saturday, therefore E-85 is the next business day after the close of filing period) EC §13307(a)(3)
83	August 11, 2010	Write-in campaign against unopposed incumbent judge. Last day to file a petition signed by 100 voters indicating that a write-in campaign will be conducted against an unopposed superior court judicial candidate who has filed nomination papers during the primary and was unopposed at that election. EC §§8203, 8600-8604

83	August 11, 2010	Last day for local jurisdiction to amend or withdraw ballot measure. EC §§9604-05
		Extended candidate filing period closes (non-incumbents only). Last day for candidate who filed during extended period to withdraw declaration/nomination papers from election. Upon the close of nominations, the elections official will determine if holding an election is necessary. Elections will be "cancelled" if only one person has filed a declaration of candidacy for any elective office to be filled at that election, no one has filed a declaration of candidacy, or the number of candidates does not exceed the number required to be elected; and if a petition requesting that the general district election be held has not been presented. Qualified candidates will then be appointed to the office. EC §§8024, 10225, 10407(b), 10515, 10516, 10604; EdC 5326; Public Resources Code §5532
83	August 11, 2010	Local 10-calendar day examination period begins at 5:00 p.m. for documents filed as of the 83rd day prior to the election. Between these dates, any registered voter of the election jurisdiction, or the elections official, may seek a writ of mandate or injunction requiring any or all of the materials to be amended or deleted. The request shall be filed no later than the end of the 10-calendar-day public examination period. Review period will end on Monday, August 23, 2010 at 5:00 p.m. as 73rd day falls on a Saturday August 21. EC §§9190, 9295, 9380, 9509, 13313
71	August 23, 2010	
82	August 12, 2010	Random Alpha Drawing for order of names on ballot and measure letter assignment. EC §§13111, 13112, 13116
82	August 12, 2010	Last day for a candidate whose filing period ended on the 83rd day to withdraw candidate statement. EC §13307(a)(3)
81	August 13, 2010	Last day to file primary arguments in favor of or against local ballot measures EC §§9162-9164, 9286, 9315-9316, 9501-9502, 9600-9601
81	August 13, 2010	Last day for City to file certified list of candidates, includes names and ballot designations, with the Elections Official. EC §10403
81	August 13, 2010	10-calendar day review period begins at 5:00 p.m. for primary arguments in favor of or against local ballot measures. Any registered voter of the election jurisdiction, or the elections official, may seek a writ of mandate or an injunction requiring any or all of the materials to be amended or deleted. The request shall be filed no later than the end of the 10-calendar-day public examination period. Review period will end on Monday, August 23, 2010 at 5:00 p.m. EC §§9190, 9295, 9380, 9509
71	August 23, 2010	
78	August 16, 2010	10-calendar day public review period ends at 5:00 p.m. for all public documents filed as of the 88th day prior to the scheduled election. EC §§9190, 9295, 9380, 9509, 13313
71	August 23, 2010	10-calendar day public review period ends at 5:00 p.m. for all public documents filed as of the 83rd day prior to the scheduled election. Review period will end on Monday, August 23, 2010 at 5:00 p.m. as 73rd day falls on a Saturday EC §§9190, 9295, 9380, 9509, 13313
71	August 23, 2010	Last day to file rebuttal arguments in favor of or against local ballot measures. Impartial analysis regarding local ballot measures due. EC §§9160, 9280, 9313, 9314, 9500, 9163-9164, 9167, 9281-9286, 9316-9317, 9502, 9504, 9600-9601
		10-calendar day public review period ends at 5:00 p.m. for primary arguments in favor of or against local ballot measures. EC §§9190, 9295, 9380, 9509

71	August 23, 2010	10-calendar day review period begins at 5:00 p.m. for rebuttal arguments in favor of or against local ballot measures and impartial analysis. Any registered voter of the election jurisdiction, or the elections official, may seek a writ of mandate or an injunction requiring any or all of the materials to be amended or deleted. The request shall be filed no later than the end of the 10-calendar-day public examination period. Review period ends at 5:00 p.m. EC §§9190, 9295, 9380, 9509
61	September 2, 2010	
68	August 26, 2010	Secretary of State will provide certified list of Federal and State candidates, including ballot rotation lists, to the county. EC §§ 8148, 8149, 13111
61	September 2, 2010	10-calendar day public review period ends at 5:00 p.m. for rebuttal arguments in favor of or against local ballot measures, impartial analysis. EC §§9190, 9295, 9380, 9509
60	September 3, 2010	Last day for voters of the San Mateo County Harbor District to file a petition requesting an election be held for Harbor Commissioner, in the case where only one person has been nominated or no person has been nominated for each of the offices to be filled at that election, and the election would otherwise NOT be held. Harbors & Navigation Code §6054.1
60	September 3, 2010	Between these dates, any registered overseas voter may apply for a vote by mail voter's ballot. EC §§ 300(b), 3103, 3302, 3304, 3306
7	October 26, 2010	
57	September 6, 2010	Statements of Write-in Candidacy - Between these dates, any qualified person may obtain and file a statement of write-in candidacy and nomination forms to be a Write-In candidate for public office. Filing fee is not required. EC §§8600-8605
14	October 19, 2010	
50	September 13, 2010	Last day to send the report of registration to the Secretary of State, reflecting the total number of voters as of September 3, 2010 (60 days prior). EC §2187
40	September 23, 2010	Between these dates the Secretary of State shall mail state ballot pamphlets to all households in which voters were registered by the 60th day prior to the election. EC §9094(a)
21	October 12, 2010	
40	September 23, 2010	Counties to mail county (and state) sample ballot pamphlet to voters which provides for local issues and polling place notification. EC §§9094(c), 13303-13304
10	October 23, 2010	
Fixed	October 5, 2010	Pre-election Campaign and Supplemental Independent Expenditure Statements due. GC §§84200.5, 84200.7(b), 84203.5
29	October 4, 2010	Between these dates, any registered voter may obtain an vote by mail voter ballot EC §3001
7	October 26, 2010	
29	October 4, 2010	May begin to process (verify signatures) of vote by mail return envelopes beginning 29 days before the election. This process is open for observation by the public. EC §15101(a)

16	October 17, 2010	Late Contribution Report/Late Independent Expenditure Report/Late Payments - Slate Mailer Organization. All candidates and ballot measure committees that make or receive a late contribution of \$1000 or more and all other committees that make a late contribution on any date of more than \$1000 during this timeframe must report the late contribution within 24 hours, on Form 497. All candidates and committees that make a late independent expenditure of \$1000 or more during this time frame must report the late independent expenditure as above, except are reported on Form 496. Each slate mailer organization that receives a payment of \$2,500 or more for the purpose of supporting or opposing any candidate or measure in a slate mailer must report the late payment within 24 hours. Late payments may be reported on Form 498. GC §§84203, 84204, 84220
1	November 1, 2010	24-Hour Statement of Organization Filing Requirement – Recipient Committees & Slate Mailer Organizations. During the 16 days preceding an election, any person or entity that qualifies as a recipient committee or slate mailer organization must file a Form 410 within 24 hrs (telegram or personal delivery). GC §§84101, 84108
15	October 18, 2010	Voter Registration Closes. Registration must be received by elections official or post marked by this date in order for registrant to cast vote for the General Election. EC §§2102, 2107
7	October 26, 2010	Report of Registration – Last day to send the report of registration sent to the Secretary of State, reflecting the total number of voters as of October 18, 2010 (E-15). EC §2187(a),(d) (5)
14	October 19, 2010	New Citizens Registration Period - 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. EC §§331, 3500-3502
7	October 26, 2010	
14	October 19, 2010	Bilingual Precinct Board Members - By this date, the county elections official shall prepare a list of precincts to which bilingual officials were appointed. A copy of this list shall be made available to the public. EC §12303(d)
12	October 21, 2010	Pre-election Campaign and Supplemental Independent Expenditure Statements due. GC §§84200.5, 84200.7(b), 84203.5
11	October 22, 2010	Date set by SOS. Secretary of State will prepare and send to each affected county a certified list of write-in candidates, showing name, address, and office sought.
10	October 23, 2010	The last day for county elections to mail ballot pamphlets EC §9094(c)
7	October 26, 2010	Last day to publish notice of polling places and precinct board members. EC §§12105, 12106
11	October 22, 2010	Computer processing of vote by mail ballots may begin but under no circumstances shall a vote count be made before the close of polls at 8 p.m. on November 2, 2010 (7 business days is 11 calendar days) EC §15101

6	October 27, 2010	Special Vote by Mail Voter - Recalled to Military Service - A registered voter recalled to service after October 26, 2010 but before 5 p.m. on November 1, 2010, may appear before the county elections official and obtain a vote by mail voter's ballot which must be voted before the close of the polls and returned as are other voted vote by mail voter ballots. EC §3110
1	November 1, 2010	
6	October 27, 2010	On or between these dates, any voter may apply in writing for a vote by mail voter's ballot if he or she will be unable to go to the polls on election day. The voter may designate any authorized representative to return the voted vote by mail voter's ballot. EC §3021
0	November 2, 2010	
Fixed	October 31, 2010	Quarterly Statement by Ballot Measure Committees Due - All committees which have qualified as a recipient committee and are primarily formed to support or oppose the qualification, passage, or defeat of any measure must file a quarterly campaign statement for the period <u>July 1 through September 30, 2010</u> , during any semiannual period before the election in which the measure is not being voted upon. Date moves to next business day. GC §84202.3
0	November 2, 2010	Election Day EC §§1000, 1001, 1100, 1200, 14212 Polls open at 7 a.m. and close at 8 p.m.
		All vote by mail voter ballots must be received by 8 p.m. at any polling place in the county where the voter is registered, or at the office of the elections official. The last day any voter may request in writing an vote by mail voter's ballot in person because of anticipated absence on election day. EC §§3017, 3020, 3021
		Voters who have moved from one address to another within the same county and not reregistered may vote a provisional ballot at the polling place for their current (new) address or at the county elections office. The voter shall be reregistered at the place of voting for future elections. EC §14311
		Special vote by mail voters: Any registered special vote by mail voter who has returned to the county of registration on or before this day and to whom a vote by mail voter's ballot has been mailed but not voted may apply to vote in the county election official's office or in a polling place. EC §§300, 3108
		The last day a special vote by mail voter who returns to the county after October 26, 2010 may appear before the county elections official and make application for registration, a vote by mail voter ballot, or both. EC §3109
		The last day an unregistered special vote by mail voter who was released from service after the close of registration and who has returned to his or her county of residence may register in person with the county elections official and vote in the election. Documentary proof of release from military service is required. EC §3107
		Semifinal Official Canvass Commences upon the closing of all polls, 8:00 p.m. At 8:05 p.m., San Mateo County issues first report, and continues to issue reports until all precincts have reported. EC §§15150, 15151
2	November 4, 2010	Between these dates, county election officials must complete the official canvass of the precinct returns. EC §§15301, 15372
28	November 30, 2010	

28	November 30, 2010	No later than this date, the county elections official must complete the canvass, certify its results, and submit it to the board of supervisors. This is also the suggested date for the board of supervisors to declare the winners for each office and the results of each measure under its jurisdiction. The county elections official shall make and deliver to each person elected a certificate of election. EC §§15372, 15400-15401
30	December 2, 2010	Taking office date for Pescadero Municipal Advisory Council Resolution No. 56280 (1992) of the San Mateo County Board of Supervisors
31	December 3, 2010	Taking office date for all elected School District and Special District members unless otherwise noted EdC §5017; EC §10554
38	December 10, 2010	Last day for Secretary of State to prepare, certify, and file a statement of the vote from the compiled elections returns. The SOS issues to each elected candidate a certificate of election. EC §§15503, 15504
62	January 3, 2011	Taking office date for elected members to the Midpeninsula Regional Open Space District Public Resources Code §5533.5 San Mateo County Harbor Commissioners also take office on this date, at 12 o'clock noon. Harbors & Navigation Code §6050
Date Fixed	January 31, 2011	Date set by law. The last day to file semiannual campaign statements, if required, by all candidates and committees. Also, last day to file supplemental independent expenditure reports for candidates or committees making independent expenditures of \$1000 or more in a calendar year to support or oppose a candidate or measure. GC §§84200,84218, 84203.5
<u>Footnote</u> <u>s</u>		
EC:	California Elections Code	
GC:	California Government Code	
EdC.:	California Education Code	
All above California Codes may be referenced online at: www.leginfo.ca.gov/calaw.html		

Candidate Filing Procedures Checklist

Please note: This can be used as a helpful checklist, but may not be fully inclusive of every requirement for every office.

	Date Issued	Date Filed
1. <u>Personal information provided to Election Office</u>		
a. Residence Address (<i>verify in district</i>)	N/A	_____
b. Party Affiliation	N/A	_____
c. Request Phone and e-mail	N/A	_____
c. Permission to post on Internet	_____	_____
2. <u>Nomination Papers/Declaration of Candidacy (July 12 – August 6)</u>		
a. Required number of Nomination Signatures (<i>If partisan office, check for party affiliation</i>)	_____	_____
b. Declaration of Candidacy	_____	_____
Name on Ballot (<i>no titles or degrees</i>)	_____	_____
Ballot Designation (<i>If <u>no</u> ballot designation, sign box</i>)	_____	_____
Oath of Office taken	_____	_____
c. Form 700	_____	_____
d. The documentation establishing qualifications is provided	_____	_____
3. <u>Candidate's Statement (to be filed with Nomination Papers/Declaration)</u>		
a. 200/400 words (<i>local offices</i>); 250 words (<i>legislative offices</i>)	_____	_____
b. Proper format	_____	_____
c. Attached to candidate's statement form	_____	_____
d. Check payable to "San Mateo County Elections"	_____	_____
4. <u>Campaign Statements</u>		
a. Form 501 Candidate Intention Statement		
b. Form 410 indicating committee fund raising or	_____	_____
c. File 470 indicating activity anticipated to remain under \$1,000 (<i>give 501 & 470</i>)	_____	_____
d. Fair Campaign Practices (<i>optional</i>)	_____	_____

Offices to be Elected at the November 2, 2010 Gubernatorial General Election

SCHOOL DISTRICTS

San Mateo County Board of Education	Trustee Areas 1, 2, and 3
Bayshore School District	Governing Board, 3 seats
Brisbane Elementary School District	Governing Board, 3 seats
Cabrillo Unified School District	Governing Board, 3 seats
Jefferson Union High School District	Governing Board, 3 seats
La Honda-Pescadero Unified School District	Governing Board, 3 seats
Las Lomas Elementary School District	Governing Board, 3 seats
Menlo Park City Elementary School District	Governing Board, 3 seats
Pacifica School District	Governing Board, 3 seats
Ravenswood City School District	Governing Board, 3 seats
South San Francisco Unified School District	Governing Board, 3 seats

SPECIAL DISTRICTS

*Midpeninsula Regional Open Space District	Board of Directors, Ward 5 & Ward 6
North Coast County Water District	Board of Directors, 3 seats
Peninsula Health Care District	Board of Directors, 3 seats
Pescadero Municipal Advisory Council	Council: District #1 District #2 District #3 District #4
San Mateo County Harbor District	Harbor Commissioner, 2 seats
Sequoia Healthcare District	Board of Directors, 3 seats

MUNICIPALITIES

Atherton	Council, 3 seats
Colma	Council, 2 seats
Daly City	Council, 3 seats
East Palo Alto	Council, 2 seats
Hillsborough	Council, 2 seats
Menlo Park	Council, 3 seats
Pacifica	Council, 3 seats

Candidate Qualifications & Information

**Candidates seeking office for the Midpeninsula Regional Open Space District Board are required to obtain and file their nomination papers at the District's Office. For further details, please contact the District at 330 Distel Circle, Los Altos, 94022-1404, 650.691.1200, (www.openspace.org)*

QUALIFICATIONS FOR OFFICE

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

SCHOOL DISTRICT GOVERNING BOARD MEMBERS: Any person, regardless of sex, who is 18 years of age or older, a citizen of the state, a resident of the school district, a registered voter, and who is not disqualified by the Constitution or laws of the state from holding a civil office, is eligible to be elected or appointed as a member of a governing board of a school district without further qualifications. An employee of a school district may not be sworn into office as an elected or appointed member of that school district's governing board unless and until he or she resigns as an employee. If the employee does not resign, the employment will automatically terminate upon being sworn into office. EdCode §§35107

COUNTY BOARD OF EDUCATION GOVERNING MEMBERS: Any registered voter is eligible to be a member of the county board of education except the county superintendent of schools, any member of his staff, or any employee of a school district. Each member of the board shall be an elector of the trustee area which he represents and shall be elected by the electors of the trustee area. In San Mateo County, Trustees shall be elected at large (countywide). EdC §§1000, 1006, San Mateo County Ordinance Code §2.116.010

"Notwithstanding any other provision of law, except as provided in subdivision (d), no person shall file nomination papers for more than one district office, including a county board of education office, at the same election." EC §10603(c)

SPECIAL DISTRICT BOARD MEMBER: A candidate must be a resident and qualified elector of the district. For additional requirements consult the specific code or enabling legislation that regulates the district. All 29 California Codes can be accessed at www.leginfo.ca.gov/calaw.html.

CITY OFFICES: "A person is not eligible to hold office as councilmember, city clerk, or city treasurer unless he or she is at the time of assuming the office an elector of the city, and was a registered voter of the city at the time nomination papers are issued to the candidate as provided for in Section 10227 of the Elections Code." GC §36502(a)

Please contact your City Clerk for complete eligibility and filing information.

Ballot Names for Judicial Candidates

If a petition indicating that a write-in campaign will be conducted for the office at the general election, signed by 100 registered voters qualified to vote with respect to the office, is filed with the elections official not less than 83 days before the general election (or August 11, 2010), the name of the incumbent shall be placed on the General Election ballot if it has not appeared on the Direct Primary Election ballot.

If, in conformity with this section, the name of the incumbent does not appear either on the primary election ballot or general election ballot, the elections official, on the day of the general election, shall declare the incumbent reelected. Certificates of election specified in Section 15401 or 15504 shall not be issued to a person reelected pursuant to this section before the day of the general election. EC §8203

Holding Two Offices

The 1999 San Mateo County Grand Jury recommended that all candidates be made aware that individuals cannot hold incompatible offices. If a candidate is elected to an office that is incompatible with the first office, the first office becomes vacant upon the taking of the second office.

While there is no statute that defines what an “incompatible office is,” there is a common law doctrine of incompatible offices. This doctrine precludes public officials from holding two different public offices simultaneously if the offices have overlapping and conflicting public duties. Courts have summarized the doctrine as follows: “One individual may not simultaneously hold two public offices where the functions of the offices concerned are inherently inconsistent, as where there are conflicting interests, or where the nature of the duties of the two offices is such as to render it improper due to considerations of public policy for one person to retain both.” (*Mott v. Horstmann* (1950) 36 Cal.2d 388; see also, *Chapman v. Rapsey* (1940) 16 Cal.2d 636.)

The Attorney General’s Office has issued many opinions as to whether certain offices are incompatible or not. Here are five examples of offices that the Attorney General Offices has opined were incompatible: (1) the offices of city councilman and school district board member where the city and the school district have territory in common; (2) the positions of fire chief of a county fire protection district and member of the board of supervisors of the same county; (3) the offices of trustee of a high school district and trustee of an elementary school district which is wholly within the geographic boundaries of the high school district; (4) water district director and a city council member and (5) a water district director and a school district trustee having territory in common.

Footnotes

13.5. (a) (1) Notwithstanding subdivision (a) of Section 13, no person shall be considered a legally qualified candidate for any of the offices set forth in subdivision (b) unless that person has filed a declaration of candidacy, nomination papers, or statement of write-in candidacy, accompanied by documentation, including, but not necessarily limited to, certificates, declarations under penalty of perjury, diplomas, or official correspondence, sufficient to establish, in the determination of the official with whom the declaration or statement is filed, that the person meets each qualification established for service in that office by the provision referenced in subdivision (b).

(2) The provision of “documentation,” for purposes of compliance with the requirements of paragraph (1), may include the submission of either an original, as defined in Section 255 of the Evidence Code, or a duplicate, as defined in Section 260 of the Evidence Code.

(b) This section shall be applicable to the following offices and qualifications therefore:

(1) For the office of county auditor, the qualifications set forth in Sections 26945 and 26946 of the Government Code.

(2) For the office of county district attorney, the qualifications set forth in Sections 24001 and 24002 of the Government Code.

(3) For the office of county sheriff, the qualifications set forth in Section 24004.3 of the Government Code.

(4) For the office of county superintendent of schools, the qualifications set forth in Sections 1205 to 1208, inclusive, of the Education Code.

(5) For the office of **judge of the superior court**, the qualifications set forth in Section 15 of Article VI of the California Constitution.

(6) For the office of county treasurer, county tax collector, or county treasurer-tax collector, the qualifications set forth in Section 27000.7 of the Government Code, provided that the board of supervisors has adopted the provisions of that section pursuant to Section 27000.6 of the Government Code. (Note: The Board of Supervisors has NOT adopted the qualifications of GC §27000.7) Amended by Stats. 2002, c. 784, §92

Mandatory Filing Procedures and Forms for All Candidates

Nomination Documents and Filing Procedures

San Mateo County Harbor District, Midpeninsula R.O.S.D., City Offices

SAN MATEO COUNTY HARBOR DISTRICT

The following is an excerpt from the District's Principle Act of the **Harbors and Navigation Code**:

Maximum Signers of Nomination Papers

"A candidate for harbor commissioner shall be a registered voter of the proposed or existing district, and shall qualify for election by securing a nomination paper proposing his or her candidacy for the office of harbor commissioner signed by **not less than 25 but not more than 50 qualified electors** of the district."

EC § 6053

When and Where Forms are Available

"Any qualified voter in the proposed or existing district may sign as many nomination papers as there are commissioners to be elected. At the first and any subsequent election for commissioners, all candidates shall file their nomination papers with the county elections official of the county, not more than 113 nor less than 88 days before the day of election." EC § 6054

All forms required for nomination and election to all federal, state, judicial, and county offices shall be **furnished by the county elections official**. At the time of issuing these forms the county elections official shall:

- 1) type on the forms the name of the candidate and the office for which he or she is a candidate,
- 2) imprint a stamp on the form which reads "Official Filing Form", and
- 3) affix his or her signature on the form.

The forms shall be distributed to all candidates applying for them. The county elections official shall not require a candidate to sign, file, or sign and file, a declaration of candidacy as a condition of receiving nomination papers. EC § 8020, 8041, and 8101

60-day Petition; No Election Held if Sufficient Candidates; Appointment to Office

"If on the 60th day prior to a general district election only one person has been nominated for each of the offices to be filled at that election or no person has been nominated for any such office or offices, and a petition signed by 5 percent of the voters requesting that the election be held has not been presented to the district board, an election shall not be held." EC § 6054.1

"If, pursuant to Section 6054.1, no election is held, the board of supervisors of the county in which the district is situated shall appoint those nominated for the offices or shall, if no person has been nominated, appoint any qualified person to the office. Any person thus appointed shall qualify, take office, and serve as if elected at a general district election." EC § 6054.2

MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

The following is an excerpt from District's Principle Act of the **Public Resources Code**:

"The government of each district shall be vested in a board of five or seven directors, one from each of the wards or sub districts, together with the other officers mentioned in this article. Directors shall be residents and electors of the wards or sub districts from which they are nominated. Directors who are elected at any election which is held after October 1, 1965, shall be elected by ward or sub district and the qualified electors in any ward or sub district may only vote at a district election at which a director is to be elected to represent such ward or sub district and may only vote for one of the persons who is nominated for such office." EC § 5527

“The election shall be held in all respects as if there were only one election, and only one ticket or ballot shall be used. Nomination papers shall be circulated throughout the ward. A nomination paper containing the name of the candidate to be nominated, with such other information as is required by this article, shall be signed by at least **50** voters residing within the ward.” EC § 5531

“Except as otherwise provided in this section and Section 5531, Chapter 1 (commencing with Section 8000) of Part 1 of Division 7 of the Elections Code shall substantially govern the manner of appointment of circulators, the form of nomination documents and the securing of signatures to the nomination documents, the filing of the candidate's nomination documents, the payment of filing fees, and all other things necessary to get the name of the candidate upon the ballot.

- (a) Circulators may obtain signatures to the nomination paper of any candidate at any time not more than 113 days nor less than 88 days prior to the election, and all nomination documents shall be filed with the secretary of the district not more than 113 days nor less than 88 days before the day of election and shall be examined by him or her.
- (b) The election shall be consolidated with the general election as to territory that is the same, and the secretary of the districts shall certify the names of all candidates to be placed upon the ballot to the county elections official or officials within the territory affected by the consolidation at least 67 days prior to the date of the election.
- (c) Upon the filing of a sufficient nomination paper and declaration of candidacy by any candidate, the name of the candidate shall go upon the ballot at the ensuing general election. Upon receipt of the returns of the canvass by the respective boards of supervisors, the directors of the district shall meet and determine results of the election and declare the candidate or candidates elected.
- (d) Notwithstanding any other provision of this section if, by 5p.m. on the 83rd day prior to the day fixed for the ensuing general election, only one person has been nominated for any elective office to be filled at that election, or no one has been nominated for the office and if a petition signed by 10 percent of the voters or 50 voters, whichever is the smaller number, in the district, or division if elected by division, requesting that the election of directors be held has not been presented to the board of directors, the board of directors shall submit a certificate of these facts to the county elections official or officials and the board of directors, at a regular or special meeting held prior to the last Monday before the last Friday in November in which the election is held, shall appoint to the office or offices the person or persons, if any, who have been nominated. The board of directors shall make the appointments. If no person has been nominated for any office, the board of directors shall appoint any person to the office who is qualified at the first regular or special meeting after the date upon which the election would have been held. The board of directors may permit the candidates running unopposed to have their names appear on the ballot, at the board's option. The person appointed shall qualify and take office and serve exactly as if elected for the office.
- (e) The secretary of the district shall issue certificates of election, signed by him or her and duly authenticated, immediately following the determination of the result of the election or the appointment by the directors of the district.
- (f) The oath of office shall be taken, subscribed, and filed with the secretary of the district within 30 days after the officer has notice of his or her election or appointment or before the expiration of 15 days before the commencement of his or her term of office. No other filing is required.” EC § 5532.

CITY NOMINATION FORMS

Candidates may be nominated for any elective city office by the filing of nomination papers with the City Clerk. Each candidate shall be proposed by not less than 20 nor more than 30 voters in a city of 1,000 registered voters or more, and not less than five nor more than 10 voters in a city of less than 1,000 registered voters. Each nomination paper shall be accompanied by a verified statement of the candidate that he or she will accept the nomination, and will also accept the office in the event of his election. The nomination paper may not be returned to the candidate once it is submitted. However, if the nomination paper is insufficient, a copy shall be returned to the candidate with the insufficient signatures marked, and a “Supplemental Nomination Paper” shall be issued if the deadline has not passed. A filing fee as determined by the city council and set by ordinance may be imposed to be paid upon the filing of the nomination papers.

EC § 10220 - 10223, and 10228

All forms required for nomination and election to all city offices shall be **furnished by the City Elections Official**. At the time of issuing these forms the City Elections Official shall:

- 1) type on the forms the name of the candidate and the office for which he or she is a candidate,
- 2) imprint a stamp on the form which reads "Official Filing Form," and
- 3) affix his or her signature on the form. EC §10220 - 10228

FEDERAL, STATE, JUDICIAL & COUNTY OFFICES

All forms required for nomination and election to all federal, state, judicial, and county offices shall be **furnished by the county elections official**. At the time of issuing these forms the county elections official shall:

- 1) Type on the forms the name of the candidate and the office for which he or she is a candidate,
- 2) Imprint a stamp on the form which reads "Official Filing Form", and
- 3) Affix his or her signature on the form.

The forms shall be distributed to all candidates applying for them upon the payment of the filing fee. The county elections official shall not require a candidate to sign, file, or sign and file, a declaration of candidacy as a condition of receiving nomination papers. EC § 8020 and 8101

Who Can Circulate

Circulators appointed to circulate nomination petitions shall be voters in the district or political subdivision in which the candidate is to be voted on and shall serve only in that district or political subdivision. The candidate may appoint circulators to serve, within the county in which they reside, for purposes of securing signatures to the candidate's nomination paper. The elections official shall not accept for filing any nomination papers unless all blanks in the certificate are filled. EC §§ 8065 - 8066

Who Can Sign

Signers of nomination petitions shall be voters in the district or political subdivision in which the candidate is to be voted on and shall be affiliated with the party, if any, in which the nomination is proposed. No signer shall, at the time of signing a certificate, have his or her name signed to any other nomination paper for any other candidate for the same office or, in case there are several places to be filled in the same office, signed to more nomination papers for candidates for that office than there are places to be filled. EC §§8068 - 8069

Verification of Signatures on Nomination Papers

The county elections official shall verify the signatures and the political affiliations of the signers on the nomination paper with the registration affidavits on file in the office of the county elections official. The county elections official shall mark "not sufficient" any signature that does not appear in the same handwriting as appears on the affidavit of registration in his or her office, or that is accompanied by a declaration of party affiliation that is not in accordance with the declaration of party affiliation in the affidavit of registration. The county elections official may cease to verify signatures once the minimum requisite number of signatures has been verified. EC §8081

No defect in any nomination document presented shall prevent the filing of another nomination document within the period allowed for presenting the nomination document. EC §8102

The sponsor must be a registered voter residing at his or her address of registration, at the time of signing any signature in-lieu or nomination petition.

Maximum Signers (Sponsors) of Nomination Papers

No more signers shall be secured for any candidate than the maximum number required. If, however, through miscalculation or otherwise, more signers are secured than the maximum number, the officer with whom the nomination papers are filed shall, with the written consent of the candidate, withdraw the excess number. EC §8067

Nomination Process When District Involved is Situated in More Than One County

It is recommended that nomination petitions be obtained from the County Clerk of the county in which they will be circulated; they may however, be obtained from the candidate's county of residence.

OFFICIAL FILING FORM

Warren Slocum

County Elections Official

By: _____

Deputy

RECEIVED IN COUNTY

Warren Slocum

COUNTY ELECTIONS OFFICIAL

By: _____

Deputy

Date Received: _____

(SECRETARY OF STATE USE ONLY)

Nomination Paper

(Elections Code sections 100, 104, 8041, 8066, 8068, 8069, 10221, 10222, 10226, 10704, Code of Civil Procedure section 2015.5)

I, the undersigned signer for [CANDIDATE NAME] candidate for the nomination to the office of [OFFICE SOUGHT] to be voted for at the November 2, 2010 Gubernatorial General Election hereby assert as follows:

I am a resident of [DISTRICT] in San Mateo County and a resident at the address shown on this paper. I am a registered qualified voter. I am not at this time a signer of any other nomination paper of any other candidate for the above-named office, or in case there are several places to be filled in the above-named office, I have not signed more nomination papers than there are places to be filled in the above-named office.

My residence is correctly set forth after my signature hereto:

PRECINCT (To be entered by Elections Official)	NAME	RESIDENCE	VERIFICATION (To be entered by Elections Official)
	Print 1..... Sign	Residence Address ONLY City or Town	
	Print 2..... Sign	Residence Address ONLY City or Town	
	Print 3..... Sign	Residence Address ONLY City or Town	
	Print 4..... Sign	Residence Address ONLY City or Town	
	Print 5..... Sign	Residence Address ONLY City or Town	

Please complete Affidavit of Circulator on reverse side

PRECINCT (To be entered by Elections Official)	NAME	RESIDENCE	VERIFICATION (To be entered by Elections Official)
	Print 6..... Sign	Residence Address ONLY City or Town	
	Print 7..... Sign	Residence Address ONLY City or Town	
	Print 8..... Sign	Residence Address ONLY City or Town	
	Print 9..... Sign	Residence Address ONLY City or Town	
	Print 10..... Sign	Residence Address ONLY City or Town	

AFFIDAVIT OF CIRCULATOR

(To be completed in circulator's own hand)

I, _____, solemnly swear (or affirm) that I secured signatures in the County of San Mateo to the nomination paper of **[CANDIDATE NAME]** as candidate for the office of **[OFFICE SOUGHT]**; that the signatures were obtained between _____, «CurrentYear» and _____, «CurrentYear»; that I saw all the signatures on this section of the nomination paper being signed and that, to the best of my information and belief, each signature is the genuine signature of the person whose name it purports to be.

My voting residence is _____.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on _____ at _____

Date

Place of execution

Signature of Circulator

Examined and certified by me this _____ day of _____, «CurrentYear».

(SEAL)

Signature of Elections Official

(TO BE ENTERED BY ELECTIONS OFFICIAL AFTER VERIFICATION)

Number of Valid Signatures on this Section: _____

Date: _____

Deputy _____

WARNING: Every person acting on behalf of a candidate is guilty of a misdemeanor who deliberately fails to file at the proper time and in the proper place any nomination paper in his/her possession which is entitled to be filed under the provisions of the Elections Code. (Elections Code section 18202)

Declaration of Candidacy Form

No person shall be considered a legally qualified candidate for any office or party nomination for a partisan office under the laws of this state unless that person has filed a declaration of candidacy or statement of write-in candidacy with the proper official for the particular election or General, or is entitled to have his or her name placed on a general election ballot by reason of having been nominated at a General election, or having been selected to fill a vacancy on the general election ballot as provided in Section 8806, or having been selected as an independent candidate pursuant to Section 8304.

Nothing in this section shall be construed as preventing or prohibiting any qualified voter of this state from casting a ballot for any person by writing the name of that person on the ballot, or from having that ballot counted or tabulated, nor shall any provision of this section be construed as preventing or prohibiting any person from standing or campaigning for any elective office by means of a "write-in" campaign. However, nothing in this section shall be construed as an exception to the requirements of Section 15341.

It is the intent of the Legislature, in enacting this section, to enable the Federal Communications Commission to determine who is a "legally qualified candidate" in this state for the purposes of administering Section 315 of Title 47 of the United States Code. EC §13

No candidate's name shall be printed on the ballot to be used at the direct General unless declaration of candidacy and nomination papers are delivered for filing with the county elections official. The candidate is to execute the declaration of candidacy in the office of the county elections official unless the candidate has signed and dated a written statement designating a person to receive a declaration of candidacy form from the county elections official for the candidate or, upon request of a candidate, the county elections official shall provide the candidate with a declaration of candidacy and nomination papers. Such statement shall include language explaining that the candidate is aware that the declaration of candidacy must be properly executed and delivered to the county elections official of the county of the candidate's residence by 5 p.m., August 6, 2010. EC §§8020, 8028, 8040, 8041, and 8060

Name On Ballot – Candidates for All Offices

The candidate's name as provided by the candidate on the Declaration of Candidacy is the way it will appear on the ballot. The Declaration of Candidacy cannot be changed after the nomination process is complete.

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. EC §13106

If the candidate has changed his or her name within one year prior to the election, the new name will not appear on the ballot unless the change was made by marriage or by Decree of Court. EC §13104

OFFICIAL FILING FORM

Warren Slocum
COUNTY ELECTIONS OFFICIAL

By: _____
 Deputy

Date Issued: 6/29/2010

RECEIVED IN COUNTY

Warren Slocum
COUNTY ELECTIONS OFFICIAL

By: _____
 Deputy

Date Received: _____

(OFFICE USE ONLY)

Declaration of Candidacy

(Elections Code §§ 200, 8020, 8040, 10704)

I hereby declare myself a Candidate for nomination/election to the office of [OFFICE SOUGHT] to be voted for at the **November 2, 2010 Gubernatorial General Election** and declare the following to be true:

My name is [NAME].

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

<p>_____</p> <p style="text-align: center;">Print Your Name for Use on the Ballot</p> <p>_____</p> <p style="text-align: center;">Print Designation Requested</p>	<p style="text-align: center;">Candidate initials if preferring no designation:</p>
---	---

A ballot designation is optional. If no ballot designation is requested, write in the word "NONE" and initial in box.

This occupational designation is true and in conformance with the requirements of Section 13107 of the Elections Code.

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

Residence Address: _____

Business Address: _____

City State Zip Code

Mailing Address: _____

Telephone: _____

Daytime Evening

FAX and e-mail: _____

FAX e-mail

IMPORTANT: BACK SIDE OF PAGE MUST BE COMPLETED

I meet the statutory and constitutional qualifications for this office (including but not limited to citizenship, residency, and party affiliation, if required). If nominated/elected, I will accept the nomination/office and not withdraw. I will serve to the best of my ability. I am aware that any person who files or submits for filing a declaration of candidacy knowing that it or any part of it has been made falsely is punishable by a fine or imprisonment, or both, as set forth in Section 18203 of the Elections Code.

I am at present an incumbent of the following public office (if any) _____

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

_____ Date _____ Signature of Candidate

State of California ss. _____ }
 County of San Mateo _____ }

Subscribed and sworn to before me this _____ day of _____, 2010

 Notary Public (or other official)

Examined and certified by me this _____ day of _____, 2010
Warren Slocum By _____
 County Elections Official Deputy

Oath of Office

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

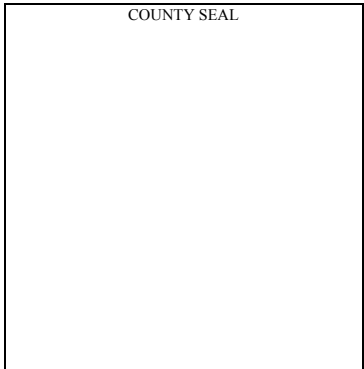
_____ Signature of Candidate

State of California ss. _____ }
 County of San Mateo _____ }

Subscribed and sworn to before me this _____ day of _____, 2010

 Notary Public (or other official)

Examined and certified by me this _____ day of _____, 2010
Warren Slocum By _____
 County Elections Official Deputy



Guidelines for Gathering Signatures

Candidates should obtain the required number of signatures as soon as possible in order for their nomination papers to be returned to the Elections Department for examination and filing or certification to the Secretary of State, as the case may be.

Petition Circulator Information

Anyone who is circulating a Signatures In-Lieu Petition or Nomination Paper must be a registered voter of the jurisdiction in which the candidate is seeking nomination. A circulator may serve only in the jurisdiction and county in which he/she resides. For offices that extend into another county, the circulator can only obtain signatures of registered voters residing in his or her county of residence. Therefore, a circulator in San Mateo County cannot obtain signatures from voters who reside in Santa Clara. A candidate for any office may obtain signatures to and sign his/her own Nomination Petition or Signatures In-Lieu Petition. His/her signature will be given the same effect as that of any other qualified signer. The candidate may circulate the petitions throughout the jurisdiction regardless of his/her county of residence. EC §§106, 8065, 8066

Declaration of Circulator

All petition circulators must complete, in his/her own hand:

- 1) The printed name of the circulator.
- 2) The residence address of the circulator, giving street and number, or if no street or number exists, adequate designation of residence so that the location may be readily ascertained.
- 3) The dates between which all the signatures to the petition or paper were obtained. Each declaration submitted pursuant to this section shall also set forth the following:
 - a. That the circulator circulated that section and witnessed the appended signatures being written.
 - b. That according to the best information and belief of the circulator, each signature is the genuine signature of the person whose name it purports to be.

The circulator shall certify to the content of the declaration as to its truth and correctness, under penalty of perjury under the laws of the State of California, with the signature of his or her name at length, including given name, middle name or initial, or initial and middle name. The circulator shall state the date and the place of execution on the declaration immediately preceding his or her signature.

EC §104

Qualified Signers

Only a person who is a registered qualified voter at the time he/she signs the Nomination Petition or Signatures In-Lieu Petition is entitled to sign it. *Each voter shall* at the time of signing the petition or paper *personally affix* his or her signature, printed name and place of residence, giving street and number, and if no street or number exists, then a designation of the place of residence which will enable the location to be readily ascertained. All signers of the same section of a petition must be registered in one county. Different sections must be used in each county where the petitions are circulated and filed with the County Clerk in the affected county. EC§100

Nomination Paper

Signers of the Nomination Paper shall be voters in the district or political subdivision in which the candidate is to be voted on. EC§8068

Signature In-Lieu Petition

Any registered voter may sign an In-Lieu petition for any candidate for whom he or she is eligible to vote. EC§8106 (b) .1

Who is considered a “Decline to State” voter?

According to legal counsel with Secretary of State’s Office, unless a voter is registered with a qualified party, the voter is deemed to be **not affiliated** with a party. Since only qualified parties can participate in an election, all voters registered with non-qualified parties, as well as voters who have registered as Decline to State and Non-partisan shall be deemed not affiliated with a political party. These voters will be allowed to vote in a partisan General of their choice where the party rules allow it. As a result, those voters registering with the Birthday Party, Communist Party, Retirement Party, Reform Party, Free Party, Vision Party, etc. will be deemed to be *not affiliated with a qualified political party*, and thereby entitled to vote in those partisan primaries where party rules allow such voting. And, therefore, these non-affiliated voters would be eligible to sign Petitions In-Lieu along with voters who are affiliated with the party of the candidate. *Minor Party Candidates* – Signers of In-Lieu petitions for minor party candidates, who are obtaining 150 or fewer signatures-in-lieu, must be affiliated with the same party as that of the candidate (does not include Decline to State). Elections Code §8106.a.6 Minor party candidates are allowed to obtain Signatures In-Lieu from all parties including Decline to State, if they collect the larger number of signatures required for the office. Signers shall be voters in the district or political subdivision in which the candidate is to be voted on. EC§8400

Applying Signatures In-Lieu toward Nomination Signature Requirement

If a candidate submits a petition in-lieu of filing fee, the county elections official shall count all valid signatures appearing on the petition toward the number of sponsor signatures required for the candidate’s nomination paper provided they are registrants of the same party as the candidate. If the petition in-lieu of filing fee contains the requisite number of valid signatures required for the nomination paper, the candidate is not required to circulate and file a nomination paper, but may request the county elections official to accept the petition in-lieu of filing fee as a nomination paper instead of filing separate additional nomination papers. If the petition in-lieu of filing fee does not contain the requisite number of valid signatures required for the nomination paper, the candidate shall be entitled to file, within the time period allowed for filing nomination papers, a nomination paper in order to obtain the requisite number of valid signatures required to be submitted to the elections official on a nomination paper. The nomination paper shall be delivered to the county elections official of the county in which the signer resides and is a voter.

NOTE: The candidate is still required to file a declaration of candidacy during the nomination period. EC §8061, §8062, §8106

Circulating Within 100 Feet of a Polling Place

Signatures to a Nomination Paper or any other petition shall not be obtained within 100 feet of any election booth or polling place. EC §18370

Voters May Sign Only One Paper; Exceptions

No signer shall, at the time of signing the petition, have his or her name signed to any other Nomination Paper for any other candidate for the same office or, in case there are several places to be filled in the same office, signed to more Nomination Papers for candidates for that office than there are places to be filled. EC §8069

Registering Voters at time of Signing Petition

Candidates may register voters at the same time as the voter signs the candidate’s petition (signature in-lieu or nomination). For purposes of verifying signatures on a petition, a properly executed affidavit of registration shall be deemed effective for verification purposes if both (a) the affidavit is signed on the same date or a date prior to the signing of the petition, and (b) the affidavit is received by the county elections official on or before the date on which the petition is filed. EC §2102(b)

Validation of Signatures

The following guidelines will be used when validating signatures on nomination petitions or signature-in-lieu of filing fee petitions.

A signature can be challenged if the signer:

- is not registered to vote;
- provides a signature on the petition that does not compare to the signature on the voter's affidavit of registration;
- does not reside in the appropriate district;
- for Nomination Papers for partisan offices, is not registered with the same political party as the candidate;
- for Signature In-Lieu petitions for minor parties obtaining 150 or fewer signatures, is not registered with the same political party as the candidate;
- uses a P.O. Box number for residence;
- residence address is omitted;
- uses a mail drop number for residence address;
- provides an address that is different from the voter's residence address on the affidavit of registration on record;
- prints his or her name for the signature, unless registered as such;
- lists and signs *her* name using spouse's name, such as "Mrs. John Jones";
- uses ditto marks for an address previously listed

Ballot Designation – Candidates for All Offices

Candidates have the option of using a ballot designation. The ballot designation is the word, or group of not more than three (3) words, which will appear on the ballot under the candidate's name, designating the current principal profession, vocation, or occupation of the candidate.

The ballot designation that a candidate may use is as follows: EC§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 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 court judge, was appointed to that office.
 - (3) No more than three words designating 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. Hyphenated words that appear in any generally available standard reference dictionary, published in the United States at any time within the 10 calendar years immediately preceding the election for which the words are counted, shall be considered as one word. Each part of all other hyphenated words shall be counted as a separate 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 General 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.
- (f) In all cases, words so used shall be printed in 8-point roman uppercase and lowercase type except that, if the designation selected is so long that it would conflict with the space requirements of Sections 13207 and 13211, the elections official shall use a type size for the designation for each candidate for that office sufficiently smaller to meet these requirements.
- (g) Whenever a foreign language translation of a candidate's designation is required under the Voting Rights Act of 1965 (42 U.S.C.A. Sec. 1971), as amended, to appear on the ballot in addition to the English language version, it shall be as short as possible, as consistent as is practicable with this section, and shall employ abbreviations and initials wherever possible in order to avoid undue length. Amended by Stats. 1998, c. 931, §138; 1999 c. 312; 2002, c. 784, §98

A ballot designation worksheet must be completed at the time of filing. Election Code 13107.3 states:

- (a) Each candidate who submits a ballot designation pursuant to subdivision (a) of Section 13107 shall file, in addition to the nomination documents filed pursuant to Section 8020, a ballot designation worksheet that supports the use of that ballot designation by the candidate, in a format prescribed by the Secretary of State.
- (b) The ballot designation worksheet shall be filed with the elections official at the same time that the candidate files his or her declaration of candidacy.
- (c) In the event that a candidate fails to file a ballot designation worksheet in accordance with subdivision (a), no designation shall appear under the candidate's name on the ballot.

Use of the term “Community Volunteer” as a Ballot Designation

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.
- (b) A candidate is not engaged concurrently in another principal profession, vocation, or occupation.
- (c) A candidate may not use the designation of "community volunteer" in combination with any other principal profession, vocation, or occupation designation.
- (d) The Secretary of State shall by regulation define what constitutes a community volunteer for purposes of this section. Added by Stats. 2002, c. 364, §1



Ballot Designation Form

CANDIDATE INFORMATION

FIRST NAME	MIDDLE NAME OR INITIAL (or nickname)	LAST NAME
OFFICE SOUGHT		E-MAIL ADDRESS
TELEPHONE NUMBERS		
DAYTIME: () () ()	EVENING: () () ()	FAX: () () ()

ALTERNATE CONTACT INFORMATION (or other person authorized to act on your behalf)

FIRST NAME	MIDDLE NAME OR INITIAL (or nickname)	LAST NAME
TELEPHONE NUMBER () () ()	FAX () () ()	E-MAIL ADDRESS

PROPOSED BALLOT DESIGNATION

PROPOSED 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.

VERIFICATION

JOB TITLE	DATES IN POSITION
NAME OF EMPLOYER OR BUSINESS	NAME(S) OF PERSON(S) WHO CAN VERIFY THIS INFORMATION
TELEPHONE NUMBERS	
MAIN: () () ()	ALTERNATE: () () ()
FAX: () () ()	

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. EC §13107

Signature

Date

You may attach any documents or exhibits that you believe support your proposed ballot designation.

Other Forms

Code of Fair Campaign Practices (optional)

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. Chapter 5, Division 20 of the California Elections Code

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. EC §20400

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. 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. Every code subscribed to by a candidate for public office pursuant to this chapter is a public record open for public inspection. In no event shall a candidate for public office be required to subscribe to or endorse the code. EC §§20440 – 20444

California Elections Code
Division 20. Election Campaigns
Chapter 5. Fair Campaign Practices

§20400. 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. 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. EC §20400

As used in this chapter, "Code" means the Code of Fair Campaign Practices. EC §20420

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. EC §20440 The text of the code shall read, as follows:

(Please see reverse side for complete text of code)

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. EC §20441

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. EC §20442

Every code subscribed to by a candidate for public office pursuant to this chapter is a public record open for public inspection. EC §20443

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

California Elections Code
Division 20. Election Campaigns
Chapter 5. Fair Campaign Practices

(EC §20440 continued)

There are basic principles of decency, honesty, and fair play which every candidate for public office in the State of California has a moral obligation to observe and uphold, in order that, after vigorously contested, but fairly conducted campaigns, our citizens may exercise their constitutional right to a free and untrammled choice and the will of the people may be fully and clearly expressed on the issues.

THEREFORE:

- (1) I SHALL CONDUCT my campaign openly and publicly, discussing the issues as I see them, presenting my record and policies with sincerity and frankness, and criticizing without fear or favor the record and policies of my opponents or political parties which merit such criticism.
- (2) I SHALL NOT USE OR PERMIT the use of character defamation, whispering campaigns, libel, slander, or scurrilous attacks on any candidate or his or her personal or family life.
- (3) I SHALL NOT USE OR PERMIT any appeal to negative prejudice based on a candidate's actual or perceived race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, age, sexual orientation, sex, including gender identity, or any other characteristic set forth in Section 12940 of the Government Code, or association with another person who has any of the actual or perceived characteristics set forth in Section 12940 of the Government Code.
- (4) I SHALL NOT USE OR PERMIT any dishonest or unethical practice which tends to corrupt or undermine our American system of free elections, or which hampers or prevents the full and free expression of the will of the voters including acts intended to hinder or prevent any eligible person from registering to vote, enrolling to vote, or voting.
- (5) I SHALL NOT coerce election help or campaign contributions for myself or for any other candidate from my employees.
- (6) I SHALL IMMEDIATELY AND PUBLICLY REPUDIATE support deriving from any individual or group that resorts, on behalf of my candidacy or in opposition to that of my opponent, to the methods and tactics that I condemn. I shall accept responsibility to take firm action against any subordinate who violates any provision of this code or the laws governing elections.
- (7) I SHALL DEFEND AND UPHOLD the right of every qualified American voter to full and equal participation in the electoral process.

I, the undersigned, candidate for election to public office in the State of California or treasurer or chairperson of a committee making any independent expenditures, hereby voluntarily endorse, subscribe to, and solemnly pledge myself to conduct my campaign in accordance with the above principles and practices.

Please print your name and the title of the office sought:

November 2, 2010

(Name) (Office Sought) (Election Date)

Signature Date

Form 700 – Statement of Economic Interest

Candidates are required to file a statement disclosing his or her investments and his or her interest in real property. Forms must be filed by the final date for filing the Declaration of Candidacy (August 6).
GC §87302.3

An interactive version of this form is available on the Fair Political Practices Commission web site at www.fppc.ca.gov.

Required Translation, Federal Voting Rights Act

As of July 2002, all election information that is provided in English about voter registration, elections and voting, including information provided in polling places and the voting booths, must be provided in Chinese and Spanish to the extent needed to allow effective participation of all individuals in the electoral process and all voting related activities.

Section 203 of the Voting Rights Act, 42 U.S.C. 1973aa-1a

The Voting Rights Act applies to all elections conducted by San Mateo County, which includes cities, special districts and school districts. This is a federal mandate that is not funded; therefore the election costs will be divided amongst the jurisdictions holding elections and the candidates submitting candidate statements. As a result of these requirements, costs for printing and handling of candidate statements have increased.

Further information can be found through the Department of Justice website at www.usdoj.gov/crt/voting/sec_203/activ_203.htm



Chinese Given Name or Preferred Transliteration

November 2, 2010 Gubernatorial General Election

Candidate Name: _____

Female/Male: _____

Office Title/Jurisdiction: _____

Candidate names are listed in English along with a Chinese transliteration in the Chinese version of the Sample Ballot and Official Ballot. Each candidate must choose **one** of the options below and return the form to your filing officer to ensure correct printing of the Chinese Sample Ballot and Official Ballot.

OPTION 1:

If you have a Chinese given name or a preferred transliteration to be printed in the Chinese version of the Sample Ballot and Official Ballot, please write each (traditional) character clearly, and as large as possible, in the box below.

Candidate's Chinese given name/preferred transliteration.	
_____ Candidate Signature	_____ Date

OPTION 2:

If you do not have a Chinese given name and would like our court certified translator to create one for you, please sign in the box below.

Chinese name provided by court certified translator.	
_____ Candidate Signature	_____ Date

OPTION 3:

If you do not wish to have a Chinese transliteration of your name for printing on the Sample Ballot and Official Ballot, please sign in the box below.

I do not wish to have a Chinese transliteration of my name appear in the Sample Ballot and Official Ballot.	
_____ Candidate Signature	_____ Date

Extended Filing and Withdrawal of Candidacy

Extension of Filing if Incumbent Does Not Qualify (August 7 – August 11, 2010)

If an eligible incumbent does not file by Friday, August 6 at 5 p.m., the period is extended for five calendar days or until Wednesday, August 11 at 5 p.m., for any person other than the incumbent. This section is not applicable where there is no incumbent eligible to be elected. EC §§8024

Withdrawal of Candidate

No candidate whose declaration of candidacy has been filed for any General election may withdraw as a candidate at that General election. No candidate nominated at any General election may withdraw as a candidate at the ensuing general election except those candidates permitted to withdraw by Part 4 of the Elections Code. EC §§8800-8801



Permission Procedures to Post Personal Information on San Mateo County's Website

Government Code §6254.21

- (a) No state or local agency shall post the home address or telephone number of any elected or appointed official on the Internet without first obtaining the written permission of that individual.
- (b) No person shall knowingly post the home address or telephone number of any elected or appointed official, or of the official's residing spouse or child on the Internet knowing that person is an elected or appointed official and intending to cause imminent great bodily harm that is likely to occur or threatening to cause imminent great bodily harm to that individual. A violation of this subdivision is a misdemeanor. A violation of this subdivision that leads to the bodily injury of the official, or his or her residing spouse or child, is a misdemeanor or a felony.
- (c) For purposes of this section "**elected or appointed official**" **includes, but is not limited to**, all of the following: (1) State Constitutional Officers; (2) Members of the Legislature; (3) Judges and Court Commissioners; (4) District Attorneys; (5) Public Defenders; (6) Members of a City Council; (7) Members of a Board of Supervisors; (8) Appointees of the Governor; (9) Appointees of the Legislature; (10) Mayors; (11) City Attorneys; (12) Police Chiefs and Sheriffs; (13) A Public Safety Official as defined in Section 6254.24.

You may direct us to post SOME, ALL or NONE of your personal information online; whatever you choose, your name and ballot designation will appear on the Candidate Roster which is posted on www.shapethefuture.org.

- Some of your information.** If you wish to post some of the information online, list all the information that you want to post. We will post all of the information that you list. Leave blank anything you want kept private.
- All of your information.** If you want all of your information listed online, fill out the form completely.
- None of your information.** If you decide to not to post your information online, we will only post your name and ballot designation on the Candidate Roster. To keep your information private, check the "Deny" box below, print your name on form below, sign and date the form.

In accordance with California Government Code § 6254.21, I hereby:

Grant

Deny

permission to the **San Mateo County Elections Division** to post the information listed below on the Chief Elections Officer & Assessor-County Clerk-Recorder's intranet and internet sites for the November 2, 2010 Gubernatorial General Election Roster of Candidates.

(go to next page)



Permission Form to Post Personal Information on San Mateo County's Website

The following information will be posted on the candidate information pages on the San Mateo County websites:

Name *(please print clearly)*

Address *(residential, business, mailing, or PO Box)*

City State Zip

Telephone (day) (evening)

E-mail/website address

Signature

Date

Sample

FPPC Forms and Schedules
Required Campaign Filing & Reporting

Campaign Disclosure Information

The Political Reform Act requires candidates to file campaign statements disclosing contributions received and expenditures made. The statutory requirements of the Political Reform Act are contained in Sections 81000 through 91015 of the California Government Code. You may contact the Technical Assistance Division of the Fair Political Practices Commission at the following: **428 J Street, Suite 620, Sacramento, CA 95814; phone 916.322.5660 (Toll Free 1-866-ASK-FPPC)** or visit their web site at www.fppc.ca.gov.

Form 501 - Candidate Intention

To be filed with the filing officer who will receive your original campaign disclosure statements *prior to* soliciting or receiving contributions in any election.

Form 410 - Statement of Organization

For use in organizing a committee. A Statement of Organization must be filed within 10 days of receiving \$1,000 in contributions. File the original and one copy with the Secretary of State's Political Reform Division and a copy with the County Clerk. *Form 410 now includes an area to indicate the campaign bank account information. *Form 502 is no longer required.*

Form 460 - Form/Consolidated Campaign Statement

Recipient Committee Campaign Statement. For use by a candidate or officeholder who has a controlled committee, or who has raised or spent or will raise or spend \$1,000 or more during a calendar year in connection with an election to office, or holding office.

Form 465 – Supplemental Independent Expenditure Statement

Officeholders, candidates, recipient committees, major donor committees, and independent expenditure committees that make independent expenditures totaling \$1,000 or more in a calendar year to support or oppose a *single* candidate, a *single* measure, or the qualification of a *single* measure. (*Note: Proposition 34 prohibits a controlled committee of a candidate from making independent expenditures and contribution of funds to another committee for the purpose of supporting or opposing another candidate.)

An "independent expenditure" is an expenditure made in connection with a communication (e.g., a billboard, advertisement, mailing) that expressly advocates the nomination, election, or defeat of a clearly identified candidate, or the qualification, passage, or defeat of a clearly identified measure, or taken as a whole and in context, unambiguously urges a particular result in an election but which is not made to—or at the behest of—the affected candidate or committee.

Form 470 - Candidate and Office Holder Campaign Statement - Short Form

This form is used by candidates who do not have a controlled committee, and do not anticipate receiving contributions or making expenditures totaling \$1,000 or more in a calendar year. If the Form 470 is filed on or before the filing deadline for the *first pre-election campaign statement*, *no additional campaign statement need be filed in connection with the election* so long as total receipts/expenditures remain less than \$1,000.

Form 470 Supplement

A candidate who has filed Form 470 in connection with an election and subsequently receives contributions or makes expenditures totaling \$1,000 or more is required to file notification within 48-hours. Form 470 Supplement may be used, and must be sent by telegram, guaranteed overnight service, personal delivery or fax to the Secretary of State, the local filing officer, and to each of his or her opponents seeking the same office.

Form 496 – Late Independent Expenditure Report

Any committee that makes independent expenditures totaling \$1,000 or more to support or oppose a single candidate or single ballot measure during the 16 days immediately prior to the election in which the candidate or measure is being voted must file a report within 24 hours of the expenditure.

Form 497 – Late Contribution Report

Any committee that makes or receives a late contribution totaling \$1,000 or more from a single source during the 16 days immediately prior to the election in which the candidate or measure is to be voted must file a report within 24 hours of the time the contribution was made or received.

<p>CANDIDATES RECEIVING OR SPENDING <u>OVER</u> \$1,000 MUST FILE FORMS 501 + 410 + 460</p>
--

<p>CANDIDATES RECEIVING OR SPENDING <u>UNDER</u> \$1,000 MUST FILE FORMS 501 + 470</p>

Campaign Statements

All candidates with qualified committees are required to file semi-annual campaign statements no later than July 31st and January 31st. In addition, all committees that have made or received contributions of \$1,000 or more or made expenditures of \$1,000 or more in connection with an election and during the periods specified in the chart to follow must file campaign statements on the required dates.

Filing Schedule

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

Filing Deadline	Type of Statement	Period Covered by Statement^{1/}	Method of Delivery
August 2, 2010	Semi-Annual	^{1/} – 6/30/10	<ul style="list-style-type: none"> • Personal Delivery • First Class Mail
October 5, 2010	Pre-Election	07/01/10-09/30/10	<ul style="list-style-type: none"> • Personal Delivery • First Class Mail
October 21, 2010	Pre-Election	10/01/10-10/16/10	<ul style="list-style-type: none"> • Personal Delivery • Guaranteed Overnight Service
Within 24 Hours	Late Contributions and Independent Expenditures of \$1,000 or More	10/17/10-11/01/10	<ul style="list-style-type: none"> • Personal Delivery • Guaranteed Overnight Service • Fax
January 31, 2011	Semi-Annual	^{1/} – 12/31/10	<ul style="list-style-type: none"> • Personal Delivery • First Class Mail

Additional Notes:

- **Primarily Formed Ballot Measure Committees:** Prior to the semi-annual period in which the measure(s) supported or opposed is being voted on, committees must file quarterly campaign statements in addition to semi-annual statements. Following the election, quarterly statements may also be required. Contact the FPPC for specific information.
- **Candidates:** Contact the FPPC for revised reporting deadlines in the event of a runoff election. After an election, reporting requirements will depend on whether the candidate is successful and whether a campaign committee is maintained.
- Except for deadlines that fall on a Saturday, Sunday, or an official state holiday, filing deadlines may not be extended. Late statements are subject to a \$10 per day late fine.
- All statements are public documents.
- Local jurisdictions may impose contribution limits and additional filing requirements.
- Refer to the appropriate campaign disclosure manuals for information on where to file statements.

Footnotes

^{1/} The period covered by any statement begins on the day after the closing date of the last statement filed, or January 1, if no previous statement has been filed.

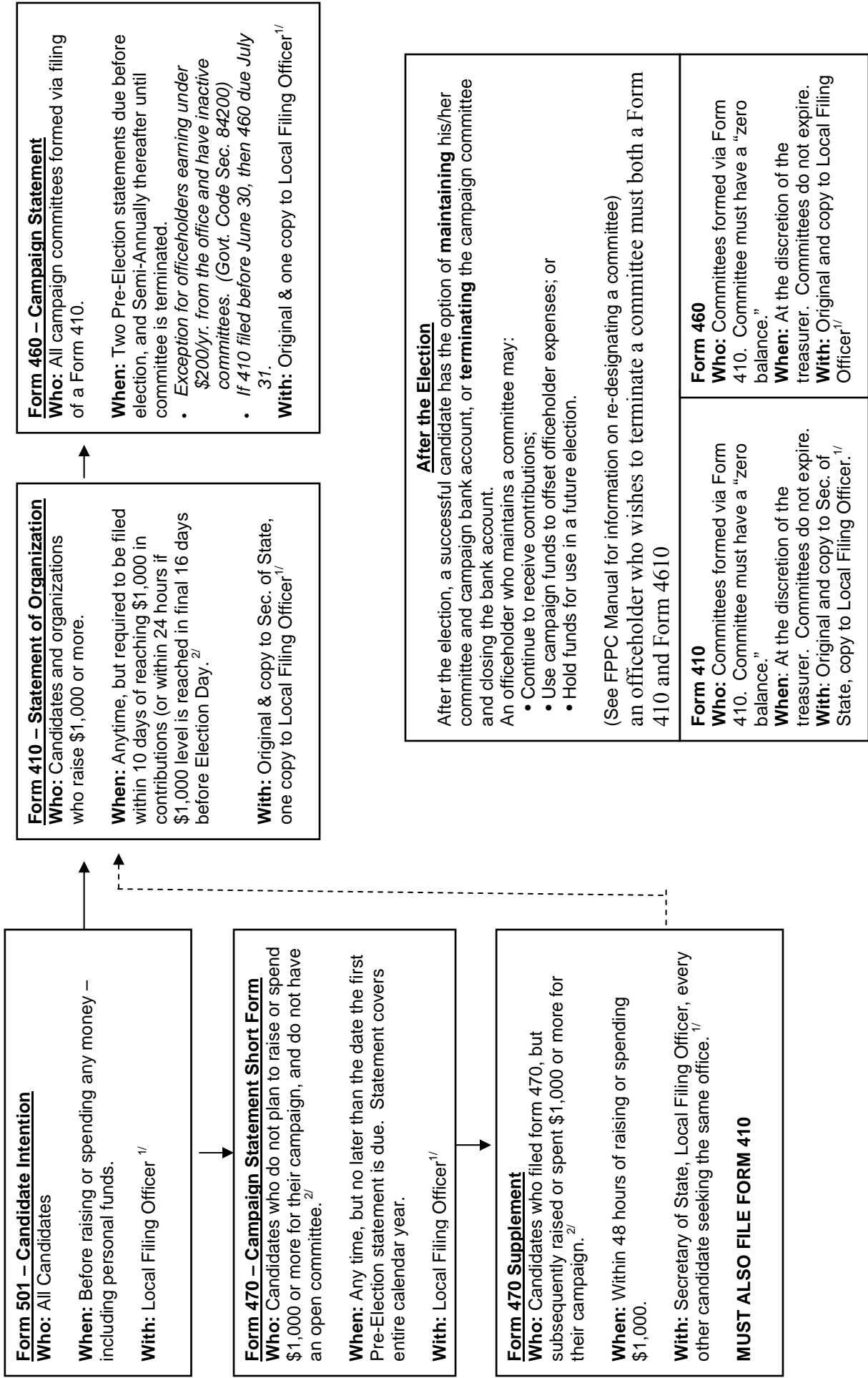
^{2/} Any deadline that falls on a weekend or holiday is due on the next business day.

^{3/} The recipient of a late in-kind contribution must file a late contribution report within 48 hours from the time the in-kind contribution is received.

^{4/} A controlled committee of a candidate may not make an independent expenditure to support or oppose another candidate.

Basic Campaign Filing Guidelines for Candidates

Please review the full instruction for each form and applicable State regulation on the FPPC website, www.fppc.ca.gov.



San Mateo County Ordinance Affecting Campaign Contributions

Chapter 2.03 – CAMPAIGN CONTRIBUTIONS

Sections:

2.03.010 – Definitions

2.03.020 - Limitation of campaign contributions to candidates in County elections

2.03.010 - Definitions.

- (a) The definitions and other provisions of the applicable provisions of the California Political Reform Act of 1974 (Government Code sections 81000 et seq.) and any amendments thereto and the regulations of the Fair Political Practices Commission shall govern the interpretation and application of this section to the extent practicable.
- (b) "County office" means the office of member of the Board of Supervisors, Assessor-County Clerk-Recorder, Controller, District Attorney, Sheriff, Coroner, Treasurer-Tax Collector. *(Ord. 4324, 08/15/06)*

2.03.020 - Limitation of campaign contributions to candidates in County elections.

- (a) No person or entity shall make to any candidate for County office or the candidate's controlled committee and no candidate or the candidate's controlled committee shall accept from any person or entity a contribution or contributions totaling more than one thousand dollars (\$1,000) for each election in which the candidate is attempting to be on the ballot or is a write in candidate.
- (b) The provisions of this section do not apply to a candidate's contributions of his or her personal funds to his or her own campaign. *(Ord. 4324, 08/15/06)*

Important Things to Remember (Excerpted from FPPC Website)

- 1. BE INFORMED:** Study the FPPC Campaign Disclosure Manual 2 - Information for Local Candidates, Superior Court Judges, Their Controlled Committees, and Primarily Formed Committees for Local Candidates).
- 2. BEFORE RAISING OR SPENDING ANY MONEY:** File Form 501 (Candidate Intention). Then open a campaign bank account. Once \$1,000 is raised or spent, get an identification number by filing Form 410 with the Secretary of State and **mail** one copy to San Mateo Elections.
- 3. MARK YOUR CALENDAR:** Know the due dates for campaign statements and file on time.
- 4. KEEP GOOD RECORDS:** Maintain details on contributions and expenditures of \$25 or more. Refer to recordkeeping guidelines in your campaign disclosure manual.
- 5. ACCEPTING CASH:** Never accept or spend \$100 or more in cash.
- 6. USING PERSONAL FUNDS FOR CAMPAIGN EXPENSES:** All personal funds of the candidate must first be deposited in the campaign bank account, except for filing fee/ballot statement fee.
- 7. REPORT LATE CONTRIBUTIONS:** If \$1,000 or more is received from one contributor during the last 16 days before the election, disclose receipt within 24 hours, even if the contribution is from your personal funds.
- 8. ITEMIZE CONTRIBUTORS:** For contributions of \$100 or more, including loans and in-kind contributions, you must disclose the contributor's name, address, occupation and employer.
- 9. IF AN AGENT OR CAMPAIGN CONSULTANT BUYS GOODS OR SERVICES FOR THE CAMPAIGN:** Itemize expenditures of \$500 or more made by the agent or consultant.
- 10. IDENTIFY CANDIDATE/COMMITTEE ON MAILINGS:** Include your name and campaign address in at least 6-point type on the outside of all mass mailings (more than 200 pieces). Your committee's name may be used if it includes your name. If your name is not part of the committee's name, you may use just your name, or both your name and the name of the committee.
- 11. NO PERSONAL USE OF CAMPAIGN FUNDS:** Use campaign funds only for political, legislative, or governmental purposes.

Proposition 34

Proposition 34, passed in 2000, contains many regulations on campaign contributions and expenditures that apply to candidates and committees for local office.

The full text of Proposition 34 and many useful support documents are available on the FPPC's website, at <http://www.fppc.ca.gov/?id=244>.

Optional Forms for Candidates

Candidate Statements for Local Candidates

Each candidate for nonpartisan elective office may prepare a candidate's statement. This statement is incorporated into the sample ballot pamphlet, generally at the candidate's expense, and will be mailed to all registered voters in the district eligible to vote for that particular candidate. Elections Code §13307 governs the preparation and form of the candidate statement.

As soon as the candidate statements are translated by the court certified translators, each candidate will receive a courtesy copy for their review of any gross errors or mis-interpretations.

Elections Code §13307:

(a) (1) Each candidate for nonpartisan elective office in any local agency, including any city, county, city and county, or district, may prepare a candidate's statement on an appropriate form provided by the elections official. The statement may include the name, age and occupation of the candidate and a brief description, of no more than 200 words, of the candidate's education and qualifications expressed by the candidate himself or herself. However, the governing body of the local agency may authorize an increase in the limitations on words for the statement from 200 to 400 words. The statement shall not include the party affiliation of the candidate, nor membership or activity in partisan political organizations.

(2) The statement authorized by this subdivision shall be filed in the office of the elections official when the candidate's nomination papers are returned for filing, if it is for a General election, or for an election for offices for which there is no General. The statement shall be filed in the office of the elections official no later than the 88th day before the election, if it is for an election for which nomination papers are not required to be filed. If a runoff election or general election occurs within 88 days of the General or first election, the statement shall be filed with the elections official by the third day following the governing body's declaration of the results from the General or first election.

(3) Except as provided in Section 13309, the statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5 p.m. of the next working day after the close of the nomination period.

(b) The elections official shall send to each voter, together with the sample ballot, a voter's pamphlet which contains the written statements of each candidate that is prepared pursuant to this section. The statement of each candidate shall be printed in type of uniform size and darkness, and with uniform spacing. The elections official shall provide a Spanish translation to those candidates who wish to have one, and shall select a person to provide that translation from the list of approved Spanish language translators and interpreters of the superior court of the county or from an institution accredited by the Western Association of Schools and Colleges.

(c) The local agency may estimate the total cost of printing, handling, translating, and mailing the candidate's statements filed pursuant to this section, including costs incurred as a result of complying with the federal Voting Rights Act of 1965, as amended. The local agency may require each candidate filing a statement to pay in advance to the local agency his or her estimated pro rata share as a condition of having his or her statement included in the voter's pamphlet. In the event the estimated payment is required, the receipt for the payment shall include a written notice that the estimate is just an approximation of the actual cost that varies from one election to another election and may be significantly more or less than the estimate, depending on the actual number of candidates filing statements. Accordingly, the elections official is not bound by the estimate and may, on a pro rata basis, bill the candidate for additional actual expense or refund any excess paid depending on the final actual cost. In the event of underpayment, the elections official may require the candidate to pay the balance of the cost incurred. In the event of overpayment, the elections official shall prorate the excess amount among the candidates and refund the excess amount paid within 30 days of the election.

(d) Nothing in this section shall be deemed to make any statement or the authors thereof free or exempt from any civil or criminal action or penalty because of any false, slanderous, or libelous statements offered for printing or contained in the voter's pamphlet.

(e) Before the nominating period opens, the local agency for that election shall determine whether a charge shall be levied against that candidate for the candidate's statement sent to each voter. This decision shall not be revoked or modified after the seventh day prior to the opening of the nominating period. A written statement of the regulations with respect to charges for handling, packaging, and mailing shall be provided to each candidate or his or her representative at the time he or she picks up the nomination papers.

(f) For purposes of this section and Section 13310, the board of supervisors shall be deemed the governing body of judicial elections.



CANDIDATE STATEMENT OF QUALIFICATIONS (Elections Code §13307)

Please Check appropriate word limit:

- 200 words
- 250 words
- 400 words

In the appropriate number of words, please type a brief description of your education & qualifications for the office. Statements must be prepared in paragraph format. Statements submitted on CD, or emails are encouraged, but a printed copy must be attached to this form.

As a candidate for _____
(Name of Office Sought)

within the district/jurisdiction of the _____
(Name of District/Jurisdiction)

at the November 2, 2010 Gubernatorial General Election, I submit the following statement of qualifications:

CANDIDATE STATEMENT OF QUALIFICATION	
Name:	_____
Occupation:	_____ <i>(optional)</i>
Age:	_____ <i>(optional)</i>
Education and Qualifications:	_____ (statement must be attached to this form)

Signature of Candidate _____

Date _____

*** If the information provided on the form above differs from the information listed on the statement attached to this form, the information listed above will have precedence.**

ESTIMATED COST

The cost of the statement is the responsibility of the Candidate.

The estimated fee to be collected from the candidate is \$ _____.

This estimated fee (based on three 200-250 word statements per page) is to be paid when you submit your candidate statement. Actual statement costs vary based upon the number submitted for each jurisdiction.

CANDIDATE OPTIONS

I do not elect to file a statement as permitted by EC §13307.

Signature of Candidate

Date

I am indigent and unable to pay for my prorated costs in advance.

Attached are a financial statement pursuant to Elections Code §13309 and a release authorizing you to obtain a copy of my most recent federal income tax form. I certify under penalty of perjury under the laws of the State of California that the financial statement is true and correct.

Signature of Candidate

Date

Sample

Candidate Statements for State Legislative Candidates

Only candidates for state legislature who have adopted the voluntary expenditure limits pursuant to Proposition 34 are eligible to submit a statement. Candidates must file Form 501 (Candidate Intention Statement) with the Political Reform Division accepting these expenditure limits prior to submitting a statement to the county elections office. The election official in the county of residence shall determine, based on information provided by the Secretary of State's Office, whether the candidate has adopted (and has not exceeded) expenditure limits pursuant to Proposition 34. Statements for state legislative candidates are submitted and printed pursuant to Government Code Section 85601, which refers to provisions in the Elections Code as they pertain to the preparation of Voter Information Pamphlets.

Candidate Information

Important notice to candidates in districts that encompass more than one county. Procedures, requirements, fees, formats and public examination periods for candidates' 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) within the district to obtain the appropriate information from each county. Failure to do so may jeopardize the printing of the candidate's statement.

The text of the statement shall not exceed 250 words. Word count standards shall be pursuant to Elections Code §9.

All statements must be submitted on, or attached to, the form provided by the county election official of each county in which the candidate wishes to have his or her statement printed. Statements must be formatted pursuant to the guidelines provided by each county. Statements not submitted in the appropriate format will be reformatted by the county election official. The county election official bears no responsibility for the correct typesetting of statements that must be reformatted.

Statements shall not, in any way, make reference to other candidates for office or to another candidate's qualifications, character or activities. Moreover, no statement shall contain any demonstrably false, slanderous or libelous statements nor any obscene or profane language.

It is strongly recommended that the statement be filed personally by the candidate. If the statement is filed by someone other than the candidate, that person should have the authority to make corrections or deletions to the statement in the event that errors or an excess number of words are detected prior to filing the statement. Statements received by mail prior to the deadline will be filed provided that they meet the statutory requirements and county policies regarding candidates' statements. Statements may not be changed after filing.

Candidates' statements are available for public examination in the county election official's office during the 10-day calendar review period (commencing at 5 p.m. on Friday, August 6, 2010 or Wednesday, August 11, 2010) prior to submission for printing. During this period any voter of the jurisdiction in which the election is to be held, or the county election official, may seek a writ of mandate or an injunction requiring any or all of the material in the statement to be amended or deleted. Venue for such a proceeding shall be the county in which the statement is filed. If the statement is filed in more than one county, the writ or injunction must be sought in each county in which amendments or deletions to the statement are sought.

Time Period

The filing period for the local non-partisan, judicial, or congressional candidate's statement is July 12, 2010 to August 6, 2010 at 5 p.m. The statement shall be filed, along with payment, when the candidate's nomination papers are returned for filing. Once filed, statements cannot be changed. The filing period will be extended (for candidates other than an incumbent) to August 11, 2010 at 5 p.m. if an eligible incumbent does not file. For State Senate and Assembly candidates, the statement is due no later than August 6, 2010 at 5 p.m.

Withdrawal

Any candidate may withdraw his/her statement of qualifications, either in person or by a signed statement of withdrawal, no later than 5 p.m. of the next business day following the close of nominations, August 9th through August 11th respective of the Candidate Filing period deadline.

Confidentiality

Notwithstanding the California Public Records Act, the statements filed pursuant to Section 13307 of the Elections Code shall remain confidential until expiration of the filing deadline.

EC §13311

Public Review

Candidates' statements are available for public examination in the county election official's office during the 10-day calendar review period (commencing at 5 p.m. on Friday, August 6, 2010 or at 5 p.m., Wednesday, August 11th respective of the close of the filing period) prior to submission for printing. During this period any voter of the jurisdiction in which the election is to be held, or the county election official, may seek a writ of mandate or an injunction requiring any or all of the material in the statement to be amended or deleted.

EC §13313

Preparation of Candidate Statement

In order to insure uniformity of all candidates' statements, each candidate **must** prepare his/her statement according to the following guidelines:

1. Type statement exactly as you wish it to appear. Attach the printed copy to the form provided to you. When prepared in accordance with these standards, *statements are printed exactly as submitted*.
2. Use of typographic marks or styling such as **bullets, italicization, and bolding are not permitted**.
3. In addition to hard copy, please provide the statement on a CD or through email in an editable text file such as Microsoft Word, plain text, or similar format. Statements can be emailed to masmus@smcare.org. Electronic copies should be submitted on the same day as the filing of the original hard copy.

Important Note: If there are discrepancies between the hard copy and the electronic copy, the hard copy will prevail.

Conduct a final proof of your statement by:

1. Checking your statement for spelling, punctuation and grammar errors. Remember, statements cannot be changed once they are filed.
2. Confine the statement to the limitation on the number of words (200, 250, or 400).
3. Do not include any party affiliation (applies to non-partisan offices)
4. Do not include membership or activity in partisan political organizations. (applies to non-partisan offices)

Format

All statements, therefore, will be set in a format so as to fit within a 1/4-page space. *If a Candidate's Statement is submitted and found not to be in compliance with these guidelines, the Elections Division will make the necessary changes to bring said statement into compliance.*

Candidate statements are to discuss the education and qualifications of the candidate filing the statement only. The Elections Division will not accept any candidate statement that specifically discusses the education, qualifications, record (or lack thereof) of any opponents.

Heading

The heading includes the candidate's name (required), age (optional), and occupation (optional). All statements will be formatted to begin with the words: "**Education and Qualifications:**" followed by the text filed by the candidate. These words, as well as the heading, are standardized and included in the space provided. The words "**Education and Qualifications**", however, do not count toward the number of words allowed for the statement.

Occupation

The "**Occupation**" field in the Candidate's Statement is NOT governed by the laws and regulations pertaining to the ballot designation that appears underneath the candidate's name on the ballot. Therefore, it may be different from the candidate's ballot designation. However, if its length exceeds one line, the candidate may be asked to modify words.

Candidate Statement Fee Calculations

The *estimated* fee for candidate statement fees is based on the estimates of actual cost of making statements available to all registered voters in the appropriate jurisdictions, including printing, required translations, and handling charges. Actual costs are shared by all candidates, and estimates are calculated using an average of three (3) 200-word or 250-word candidate statements per page as appropriate.

The Elections Office does its best to provide an accurate estimated fee, but this estimate can vary due to a number of factors, including the number of statements submitted appearing on one page in the Sample Ballot & Voter Information Pamphlet, the number of pages required for a particular office, and the number of different pamphlets in which your statement will appear. The estimated fee will be provided during the nomination period, at which time the fees will be based upon the most current voter registration data. Final costs will be determined after the election is certified. Checks for payment of candidate statement fees should be made payable to “San Mateo County Elections.”

Calculation Steps

- 1. The total number of pages ordered for all booklets in the election is determined.**
- 2. Calculate the cost of one (1) page by dividing printing costs by the total number of pages.**
Example : $\$161,730.23 / 9,464,120 = \0.02 printing cost per page
- 3. Repeat steps 1 and 2 to derive page cost for required translations.**
- 4. Multiply each jurisdiction’s total booklet order (registered voters) by the cost of one page:**
Example: $30,041 \times \$0.02 = \513.36 cost per page
- 5. Multiply the cost per page by the number of pages needed for all statements for the jurisdiction:**
Example: $\$513.36 \times 2 \text{ pages} = \$1,026.72$ total jurisdiction contest cost
- 6. Divide this cost (total for statement pages) by total number of statements appearing:**
Example: Two (2) pages containing five (5) statements = $\$1,026.72 / 5 = \205.35 per statement
- 7. In our Example, the cost for each of the five (5) candidates was \$203.35, and the two (2) pages required for the five (5) statements cost the jurisdiction \$1,026.72.**

Word Count Guidelines

Pursuant to the Secretary of State and the Elections Code §1.9 General Provisions, words in the Candidate Statement will be counted as follows:

Elections Code §1.9 General Provisions

Counting of words, for purposes of this code, shall be as follows:

- (1) Punctuation is not counted.
- (2) Each word shall be counted as one word except as specified in this section.
- (3) All geographical names shall be considered as one word; for example, "City and County of San Francisco" shall be counted as one word.
- (4) Each abbreviation for a word, phrase, or expression shall be counted as one word.
- (5) Hyphenated words that appear in any generally available standard reference dictionary, published in the United States at any time within the 10 calendar years immediately preceding the election for which the words are counted, shall be considered as one word. Each part of all other hyphenated words shall be counted as a separate word. Examples: "mother-in-law", "first-rate", "one-time" will be counted as one word. "one-half", "local-area", "home-page" will be counted as two words.
- (6) Dates consisting of a combination of words and digits (April 22, 2009) shall be counted as two words. Dates consisting only of a combination of digits (4/22/2009 or 1999-2000) shall be counted as one word.
- (7) Any number consisting of a digit or digits shall be considered as one word. Any number which is spelled, such as "one," shall be considered as a separate word or words. "One" shall be counted as one word whereas "one hundred" shall be counted as two words. "100" shall be counted as one word.
- (8) Telephone numbers shall be counted as one word.
- (9) Internet web site addresses shall be counted as one word.
 - (a) This section shall not apply to counting words for ballot designations under Section 13107.

Additional Practices

- Characters used in place of a word or number, such as "&" or "#" shall be counted as one word.
- Name, age, occupation, and punctuation are not counted toward the word limit.
- If the text exceeds the word limit, the author will be asked to rewrite the text in order to bring the total number of words within the required word limit.

Fictitious Samples of Candidate Statements



Fictitious samples of 200 or 250 word statements as they would appear in the voter information portion of the sample ballot pamphlet. Statements will appear in the same order as the candidates' names appear on the ballot, except for offices elected throughout the county (rotated on ballot by supervisorial district, but not rotated in sample ballot pamphlet).

CANDIDATES FOR THE OFFICE OF CITY COUNCIL

<p>Name: Joseph W. Candidate Occupation: Businessman/ Community Volunteer</p> <p>Education and Qualifications: I have lived here my entire life and I love this community. I would like to get more involved in our community affairs. I believe that I am the best person for this position and I am willing to work very hard to make our lovely little community the best that it can possibly be. If you elect me I promise that I will dedicate all of my spare time to fulfilling the requirements of this position and pushing forward the special projects that are in desperate need of my time and attention. I believe that by improving our community we can provide a safe and secure environment for our children and families to enjoy a quality of life that is no longer available in the big overgrown metropolis to the west of us.</p> <p>I have years of experience in planning and organizing, and I am willing to use all of this experience and all of my training and education to do the best job that I can. I will make myself readily available to the public for all needs.</p> <p>Please support me. Jcandidate@email.com or www.joecandidate.com /s/</p>	<p>Name: Jane Campaigner Age: 41 Occupation: Educator</p> <p>Education and Qualifications: I have lived here my entire life and I love this community. I would like to get more involved in our community affairs. I believe that I am the best person for this position and I am willing to work very hard to make our lovely little community the best that it can possibly be.</p> <p>If you elect me I promise that I will dedicate all of my spare time to fulfilling the requirements of this position and pushing forward the special projects that are in desperate need of my time and attention. I believe that by improving our community we can provide a safe and secure environment for our children and families to enjoy a quality of life that is no longer available in the big overgrown metropolis to the west of us. I have years of experience in planning and organizing, and I am willing to use all of this experience and all of my training and education to do the best job that I can. I will make myself readily available to the public for all needs. Please support me. Jcampaigner@email.com /s/</p>
<p>Name: Fred Businessman Age: 38 Occupation: Health Director</p> <p>Education and Qualifications: I have lived here my entire life and I love this community. I would like to get more involved in our community affairs. I believe that I am the best person for this position and I am willing to work very hard to make our lovely little community the best that it can possibly be. If you elect me I promise that I will dedicate all of my spare time to fulfilling the requirements of this position and pushing forward the special projects that are in desperate need of my time and attention. I believe that by improving our community we can provide a safe and secure environment for our children and families to enjoy a quality of life that is no longer available in the big overgrown metropolis to the west of us. I have years of experience in planning and organizing, and I am willing to use all of this experience and all of my training and education to do the best job that I can. I will make myself readily available to the public for all needs. Please support me. You may find more information about my campaign at www.fredbusinessman.com /s/</p>	<p>Name: Margaret "Peg" Voter Age: 45 Occupation: Real Estate Agent/Mother</p> <p>Education and Qualifications: I have lived here my entire life and I love this community. I would like to get more involved in our community affairs. I believe that I am the best person for this position and I am willing to work very hard to make our lovely little community the best that it can possibly be. If you elect me I promise that I will dedicate all of my spare time to fulfilling the requirements of this position and pushing forward the special projects that are in desperate need of my time and attention.</p> <p>I believe that by improving our community we can provide a safe and secure environment for our children and families to enjoy a quality of life that is no longer available in the big overgrown metropolis to the west of us. I have years of experience in planning and organizing, and I am willing to use all of this experience and all of my training and education to do the best job that I can. I will make myself readily available to the public for all needs. Call me anytime (650.555.5555). Please support me. /s/</p>

COUNTY COUNCIL OF SAN MATEO COUNTY

LWV Central San Mateo County

LWV North San Mateo County

Summer 2010

Dear Candidate:

The League of Women Voters has a long history of providing voters with nonpartisan and easily accessible information at election time. In that tradition, we invite you to participate in Smart Voter, the League's comprehensive online guide, for the November 2, 2010 election.

All candidates in San Mateo County are offered space on the Smart Voter web site and the service is **free of charge** to both candidates and the public. Smart Voter allows you to submit material about your candidacy to the voters, including a biography, endorsements, and positions on issues, a photo, and a link to your own website. Smart Voter also provides candidate ballot statements, information about ballot measures, polling place locations, events, and links to online news articles and to other web sites. Using Smart Voter will help you reach the increasing number of voters who use the Internet to aid in their decision making at election time.

You may view the site at www.smartvoter.org. Candidates will be allowed to begin entering information during the first week in September. A letter confirming the date and complete instructions for accessing the secure candidate input area will be sent to you shortly after we receive the certified list of candidates. Please feel free to contact me if you have questions.

We look forward to working with you to make Smart Voter a success for you and for voters in San Mateo County. Feedback from candidates and the public in past elections has been enthusiastic. Don't miss this opportunity to get your message out!

Sincerely,

/s/

Kathee Tyson, San Mateo County Coordinator
Smart Voter Project – League of Women Voters
(650) 728-3850
e-mail: katheetyson@yahoo.com

Candidate & Campaign Resources and Guidelines

Voter Registration Information

Important Information On

- WHERE forms are available
- WHEN the registration deadline is for the election, and
- HOW to register voters

In January 2001, a new law took effect extending the deadline for voter registration in California. To vote in any election, a citizen must be properly registered **15 days** prior to the election date. San Mateo County Elections Division encourages all voters to be properly registered well before that 15 day deadline to ensure enough time for our office to mail voters their correct election materials prior to an election.

For the November 2, 2010 Gubernatorial General Election, *voters must be registered at their current residence address not later than Monday, October 18, 2010.*

For Your Information

In order to remain eligible to vote, voters must re-register whenever they:

- Change their residence address
- Change their name (first, middle or last name) and/or signature
- Change their political party affiliation

Postage-paid voter registration forms are available at these locations:

- U.S. Post Offices
- Public libraries, and colleges
- City Halls
- Department of Motor Vehicles offices
- County Elections Office in San Mateo
- County Offices in Redwood City

You may also find a link to the Secretary of State's interactive form by visiting us on the web at www.shapethefuture.org.

In order to register to vote in California, a person must be:

- A citizen of the United States and a resident of California
- At least 18 years of age by Election Day
- Not in prison or on parole for the conviction of a felony

If you have any questions about voter registration or wish to launch a voter registration drive during the upcoming election season, please call 650.312.5222. Forms for distribution (at no cost) are available at the Elections office.

For voters who may need assistance and information in Spanish and Chinese, you may provide the information below:

Nuestra oficina esta equipada para proveer ayuda en español. Para más información favor llamar al TEL 1-888-SMC-VOTE (1-888-762-8683) y oprima dos (2).

如果你需要聖馬刁縣公室的協助，請致電選務處辦公室 1-888-SMC-VOTE (1-888-762-8683)。

Vote by Mail Information

Uniform Application for a Vote by Mail Ballot

EC §§3006, 3007, 3007.5

It is recommended that any Vote by Mail ballot application intended for mass reproduction be approved by the County Elections Division prior to its distribution to ensure compliance with current law. For further Vote by Mail information, you may contact Melinda Dubroff at 650.312.5390 or mdubroff@smcare.org.

1. Any individual, group, or organization distributing applications for Vote by Mail ballots must use the format for this application which has been approved by the Secretary of State. EC §§3006, 3007, 3007.5, & 18402
2. Only voter's name, residence address and date of birth are permitted to be preprinted. As well as the name and date of the election for which the application is being made. EC §3006
3. The portion of the application which asks the address to which the voter wishes the Vote by Mail ballot to be mailed must, if different from the voter's residence address, be completed by the voter. This mailing address may not be the address of any political party, candidate, or political campaign headquarters.
4. The application shall provide the voters with information concerning the process for establishing permanent Vote by Mail voter status. EC §3006
5. An application containing preprinted information must contain a conspicuously placed notice stating that: **"You have the legal right to mail or deliver this application directly to the local elections official of the county where you reside."**
6. Only the voter may sign the application.
7. If applications are distributed through the mail, they must be non-forwardable.
EC §3008
8. Bar-coded voter identification numbers on applications must meet approval of the Elections Division prior to distribution. To avoid possible problems with affidavit numbers, candidates and committees are advised to obtain voter information directly from the Elections Division.
9. Applications for Vote by Mail ballots must be made in writing and be received by the Elections Division through October 26, 2010 (until the 7th day before the election). (Note: We can accept Vote by Mail applications from voters prior to October 4, 29 days prior to Election Day.)
10. Online Vote by Mail applications are also available at <http://www.shapethefuture.org/votingoptions/votebymail.asp> .

Candidates and committees may receive applications for Vote by Mail ballots. Applications must be submitted to the Elections Division within 72 hours of receipt or by October 26, 2010, whichever is sooner. EC §3008

Candidates and committees may not collect, receive or handle voted-by-mail ballots. Electronic applications are available on the Elections Division web site at www.shapethefuture.org. Only local elections officials are permitted to provide this application electronically. A person may NOT submit a Vote by Mail ballot application electronically for another registered voter. EC §§3007.7, 3008

Vote by Mail Ballots

Voted ballots must be personally mailed or returned by the voter to the San Mateo County Elections Division's main office, satellite location (555 County Center, 1st Floor), any City Hall (during normal business hours) or any active polling place on Election Day within San Mateo County. Ballots must be **received** by the Elections Office by 8 p.m. on Election Day, November 2.

Voted ballots may be delivered by a spouse, child, parent, grandparent, grandchild, brother or sister, or a person residing in the same household only if the absent voter is unable to return the ballot personally because of illness or other physical disability. The name and relationship to the voter of the person returning the voted ballot must be entered on the Vote by Mail ballot return envelope. EC §3017 and Calif. Supreme Court

No person shall solicit the vote of a Vote by Mail voter, or do any electioneering while in the residence of or immediate presence of the voter during the time the Vote by Mail voter is voting. Violations may result in criminal penalties. EC §18371

Selected State Laws Governing Campaign Practices

The following are selected laws from Divisions 18 and 20 of the California Elections Code, Title 9 of the Government Code (Political Reform Act) and accompanying regulations regarding campaign activities. For a complete listing of restrictions on campaign practices and accompanying regulations, please refer to the Divisions and Titles in their entirety.

Campaign Literature and Simulation of the Ballot

Candidate Statement of Qualifications

Elections Code §18351 states, “Any candidate in an election or incumbent in a recall election who knowingly makes a false statement of a material fact in a candidate’s statement, prepared pursuant to Section 11327 or 13307, with the intent to mislead the voters in connection with his or her campaign for nomination or election to a nonpartisan office is punishable by a fine not to exceed one thousand dollars (\$1,000).”

Simulated Ballot

“(a) Every simulated ballot or simulated sample ballot shall bear on each surface or page thereof, in type or lettering at least half as large as the type or lettering of the statement or words or in 10-point roman type, whichever is larger, in a printed or drawn box and set apart from any other printed matter, the following statement: EC §20009

NOTICE TO VOTERS
(Required by Law)

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

“This is an unofficial, marked ballot prepared by _____ (insert name and address of the person or organization responsible for preparation thereof).’

Nothing in this section shall be construed to require this notice in any editorial or other statement appearing in a regularly published newspaper or magazine other than a paid political advertisement.

(b) No simulated ballot or simulated sample ballot referred to in subdivision (a) shall bear any official seal or the insignia of any public entity, nor shall that seal or insignia appear upon the envelope in which it is mailed or otherwise delivered.”

Campaign Advertising or Communication

As defined by election law, “means a communication authorized by a candidate or a candidate’s controlled committee, . . . or by a committee making independent expenditures, . . . or by a committee formed primarily to support or oppose a ballot measure, . . . for the purpose of advocating the election or defeat of a qualified candidate or ballot measure through any broadcasting station, newspaper, magazine, outdoor advertising facility, direct mailing, or any other type of general, public, political advertising.” EC §304

Mass Mailing

“(a) Except as provided in subdivision (b), no candidate or committee shall send a mass mailing unless the name, street address, and city of the candidate or committee are shown on the outside of each piece of mail in the mass mailing and on at least one of the inserts included within each piece of mail of the mailing in no less than 6-point type which shall be in a color or print which contrasts with the background so as to be easily legible. A post office box may be stated in lieu of a street address if the organization’s address is a matter of public record with the Secretary of State.

(b) If the sender of the mass mailing is a single candidate or committee, the name, street address, and city of the candidate or committee need only be shown on the outside of each piece of mail.

(c) If the sender of a mass mailing is a controlled committee, the name of the person controlling the committee shall be included in addition to the information required by subdivision (a).”

Government Code §84305

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

Political Advertising

Elections Code §20008 states, “Any paid political advertisement that refers to an election or to any candidate for state or local elective office and that is contained in or distributed with a newspaper, shall bear on each surface or page thereof, in type or lettering at least half as large as the type or lettering of the advertisement or in 10-point roman type, whichever is larger, the words *“Paid Political Advertisement.”* The 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 state or local office.”

Libel and Slander

“The provisions of Part 2 (commencing with Section 43) of Division 1 of the Civil Code, relating to libel and slander, are applicable to any campaign advertising or communication.” EC §20500

“(a) A candidate or state measure proponent is liable for any slander or libel committed by a committee that is controlled by that candidate or state measure proponent as defined by Section 82016 of the Government Code if the candidate or state measure proponent willfully and knowingly directs or permits the libel or slander.

(b) A person who is a sponsor of a sponsored committee, as defined by Section 82048.7 of the Government Code, is liable for any slander or libel committed by the sponsored committee if the sponsor willfully and knowingly directs or permits the libel or slander.” EC §20501

Electioneering on Election Day

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 ballot.
- (c) Place a sign relating to voters’ qualifications or speak to a voter on the subject of his qualifications except as provided in Section 14240.
- (d) Do any electioneering.

As used in [this] section (Elections Code §18370) “100 feet of a polling place or an election 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. EC §§18370

Corruption of Voting and Intimidation of Voters

“(a) Every person who makes use of or threatens to make use of any force, violence, or tactic of coercion or intimidation, to induce or compel any other person to vote or refrain from voting at any election or to vote or refrain from voting for any particular person or measure at any election, or because any person voted or refrained from voting at any election or voted or refrained from voting for any particular person or measure at any election is guilty of a felony punishable by imprisonment in the state prison for 16 months or two or three years.

(b) Every person who hires or arranges for any other person to make use of or threaten to make use of any force, violence, or tactic of coercion or intimidation, to induce or compel any other person to vote or refrain from voting at any election or to vote or refrain from voting for any particular person or measure at any election, or because any person voted or refrained from voting at any election or voted or refrained from voting for any particular person or measure at any election is guilty of a felony punishable by imprisonment in the state prison for 16 months or two or three years.” EC§18540

“(a) No person shall, with the intent of dissuading another person from voting, within 100 feet of a polling place:

- (1) Solicit a vote or speak to a voter on the subject of marking his or her ballot.
- (2) Place a sign relating to voters' qualifications or speak to a voter on the subject of his or her qualifications except as provided in Section 14240.
- (3) Photograph, videotape, or otherwise record a voter entering or exiting a polling place.
 - (a) Any violation of this section is punishable by imprisonment in a county jail for not more than 12 months, or in the state prison. Any person who conspires to violate this section is guilty of a felony.
 - (b) For purposes of this section, 100 feet means a distance of 100 feet from the room or rooms in which voters are signing the roster and casting ballots.”

EC §18541

For purposes of §18541 (a)(3), the photographing, videotaping, or recording of a voter must be in order to dissuade the person from voting. This does not apply to situations where newspaper photographers are photographing a polling place for journalistic purposes.

“(a) Every person who knowingly **challenges a person's right to vote** without probable cause or on fraudulent or spurious grounds, or who engages in mass, indiscriminate, and groundless challenging of voters solely for the purpose of preventing voters from voting or to delay the process of voting, or who fraudulently advises any person that he or she is not eligible to vote or is not registered to vote when in fact that person is eligible or is registered, or who violates Section 14240, is punishable by imprisonment in the county jail for not more than 12 months or in the state prison. EC §18543

(b) Every person who conspires to violate subdivision (a) is guilty of a felony.”

“Any person other than an elections official or a member of the precinct board who **receives a voted ballot from a voter or who examines or solicits the voter to show his or her voted ballot** is punishable by a fine not exceeding ten thousand dollars (\$10,000), by imprisonment in the state prison for 16 months or two or three years or in a county jail not exceeding one year, or by both the fine and imprisonment. This section shall not apply to persons returning an Vote by

The following are excerpts from the Education Code referring to school district elections, and are provided for informational purposes only. For a complete listing of restrictions on campaign practices and accompanying regulations, please refer to the Code’s Divisions and Titles in their entirety.

Consideration for Vote

“No one who holds, or who is seeking election or appointment to, any office or employment in a local agency shall, directly or indirectly, use, promise, threaten or attempt to use, any office, authority, or influence, whether then possessed or merely anticipated, to confer upon or secure for any person, or to aid or obstruct any person in securing, or to prevent any person from securing, any position, nomination, confirmation, promotion, change in compensation or position, within the local agency upon consideration or condition that the vote or political influence or action of such person or another shall be given or used in behalf of, or withheld from, any candidate, officer, or party, or upon any other corrupt condition or consideration. The prohibitions of this section shall apply to either urging or discouraging any political action of an employee.” Ed. C. §7053

Use of District Funds/Supplies

- “(a) No school district or community college district funds, services, supplies, or equipment shall be used for the purpose of urging the support or defeat of any ballot measure or candidate, including, but not limited to, any candidate for election to the governing board of the district.
- (b) Nothing in this section shall prohibit the use of any of the public resources described in subdivision (a) to provide information to the public about the possible effects of any bond issue or other ballot measure if both of the following conditions are met:
 - (1) The informational activities are otherwise authorized by the Constitution or laws of this state.
 - (2) The information provided constitutes a fair and impartial presentation of relevant facts to aid the electorate in reaching an informed judgment regarding the bond issue or ballot measure.
- (c) A violation of this section shall be a misdemeanor or felony punishable by imprisonment in the county jail not exceeding one year or by a fine not exceeding one thousand dollars (\$1,000), or by both, or imprisonment in a state prison for 16 months, or two or three years.”
Ed. C. §7054



Warren Slocum

Chief Elections Officer & Assessor-County Clerk-Recorder

40 Tower Road
San Mateo, CA 94402
phone 650.312.5222
fax 650.312.5348
email registrar@smcare.org
web www.shapethefuture.org

Spring 2010

Dear Candidate,

Every campaign season, our office receives a number of complaint calls regarding the placement of campaign signs on private property. This serves as a reminder of California Penal Code §556.1, which requires prior consent before placing advertising on private property:

“It is a misdemeanor for any person to place or maintain or cause to be placed or maintained upon any property in which he has no estate or right of possession any sign, picture, transparency, advertisement, or mechanical device which is used for the purpose of advertising, or which advertises or brings to notice any person, article of merchandise, business or profession, or anything that is to be or has been sold, bartered, or given away, without the consent of the owner, lessee, or person in lawful possession of such property before such sign, picture, transparency, advertisement, or mechanical device is placed upon the property.”

Also, I am enclosing copies of letters from the Department of Transportation describing current regulations for the placement of political signs. For your convenience, you will also find a listing of City Clerks in San Mateo County, whom you may contact about specific city ordinances.

I request that you review these materials, and that you inform anyone who is posting materials on your behalf of these requirements.

Thank you in advance for your attention to this important matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Warren Slocum".

Warren Slocum

DEPARTMENT OF TRANSPORTATION
DIVISION 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 (California Business & Professions Code §§5200) 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 that election.
- C. Is no larger than 32 square feet.
- D. Has had a Statement of Responsibility filed with the department certifying a person who will be responsible for removing the sign (attached).

A completed Statement of Responsibility must be submitted to the appropriate district office according to the county location of the temporary political sign(s).

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 Outdoor Advertising Office.

Department of Transportation, District 4

Division of Traffic Operations
Bay Area Outdoor Advertising Branch
P.O. Box 942874, MS-36
Sacramento, CA 94274-0001
(916) 654-6230
(916) 654-4463 FAX

DEPARTMENT OF TRANSPORTATION
DIVISION OF TRAFFIC OPERATIONS
OUTDOOR ADVERTISING PROGRAM



**STATEMENT OF RESPONSIBILITY FOR TEMPORARY
POLITICAL SIGNS**

Election Date: _____ June _____ November Other: _____

Candidate's Name: _____

Office sought or Proposition Number: _____

County where sign(s) will be placed: _____

Number of signs to be placed: _____

RESPONSIBLE PARTY:

Name: _____

Address: _____

Phone Number (Include Area Code) _____

The undersigned hereby accepts responsibility for the removal of Temporary Political Signs placed pursuant to 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 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

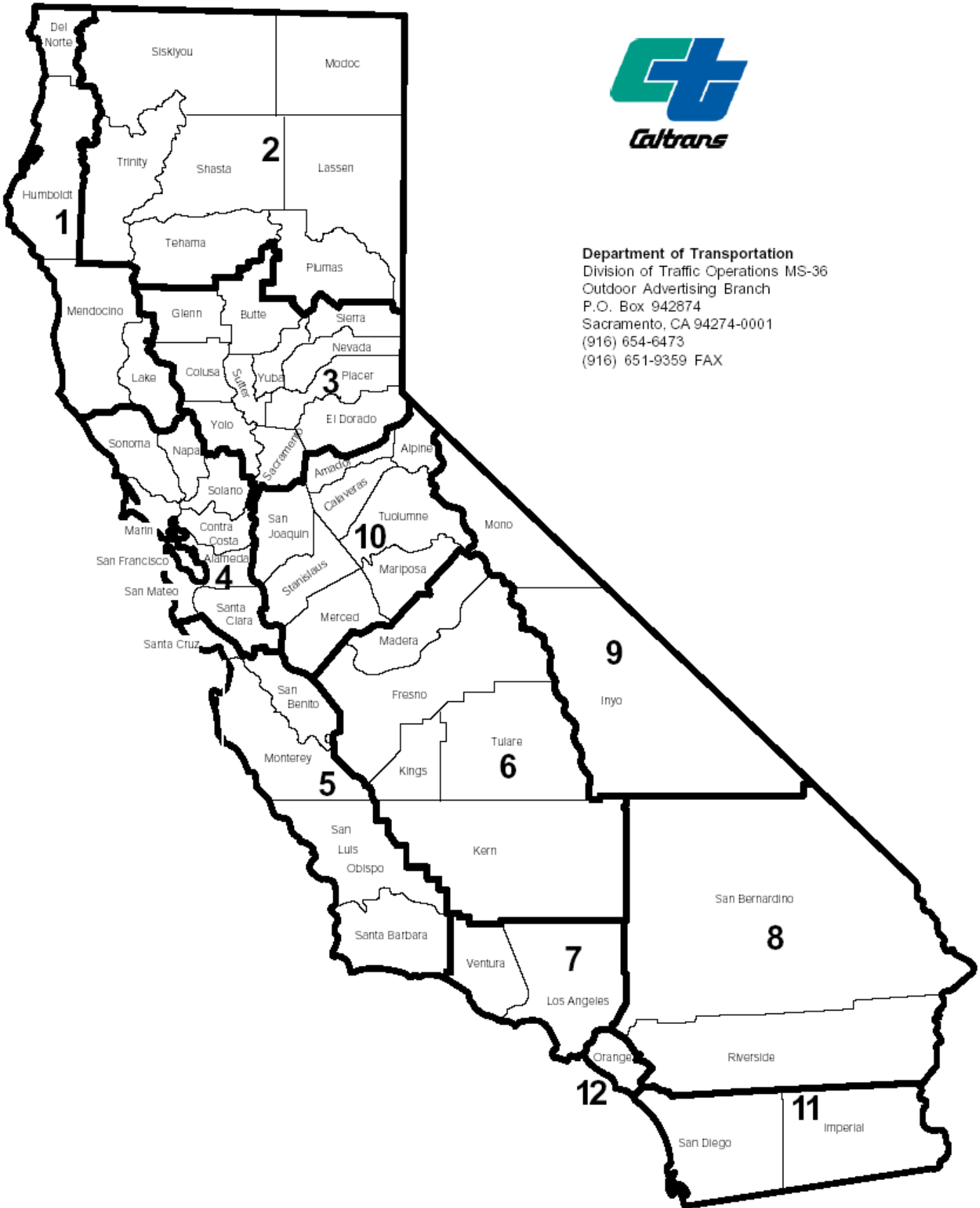
DATE

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

OUTDOOR ADVERTISING DISPLAY PERMIT APPLICATION



Department of Transportation
Division of Traffic Operations MS-36
Outdoor Advertising Branch
P.O. Box 942874
Sacramento, CA 94274-0001
(916) 654-6473
(916) 651-9359 FAX



City Clerks in San Mateo County

Each city may have its own ordinances regarding posting political signs and conducting campaign activities. The Elections Division strongly recommends that you consult with the City Clerk to determine rules and regulations that you must follow.

<p>Atherton Ms. Theresa DellaSanta 91 Ashfield Road Atherton, CA 94027 650.752.0529 tdellasanta@ci.atherton.ca.us</p>	<p>Belmont Honorable Terri Cook One Twin Pines Lane, Suite 375 Belmont, CA 94002 650.595.7413 tcook@belmont.gov</p>	<p>Brisbane Ms. Sheri Schroeder 50 Park Place Brisbane, CA 94005 415.508.2113 cityhall@ci.brisbane.ca.us</p>
<p>Burlingame Honorable Mary Ellen Kearney 501 Primrose Road Burlingame, CA 94010 650.558.7203 mkearney@burlingame.org</p>	<p>Colma Ms. Laura Allen 1198 El Camino Real Colma, CA 94014 650.997.8309 laura.allen@colma.ca.gov</p>	<p>Daly City Honorable Annette Hipona 333 90th Street Daly City, CA 94015 650.991.8091 ahipona@dalcycity.org</p>
<p>East Palo Alto Ms. Minnette Warren, Deputy 2415 University Avenue East Palo Alto, CA 94303 650.853.3100 mwarren@cityofepa.com</p>	<p>Foster City Ms. Doris Palmer 610 Foster City Boulevard Foster City, CA 94404 650.286.3250 dpalmer@fostercity.org</p>	<p>Half Moon Bay Ms. Siobhan Smith 501 Main Street Half Moon Bay, CA 94019 650.726.8271 sesmith@ci.half-moon-bay.ca.us</p>
<p>Hillsborough Ms. Miyuki Yokoyama 1600 Floribunda Avenue Hillsborough, CA 94010 650.375.7400 myokoyama@hillsborough.net</p>	<p>Menlo Park Ms. Margaret S. Roberts 701 Laurel Street Menlo Park, CA 94025 650.330.6620 msroberts@menlopark.org</p>	<p>Millbrae Ms. Angela Louis, City Clerk 621 Magnolia Avenue Millbrae, CA 94030 650.259.2333 alouis@ci.millbrae.ca.us</p>
<p>Pacifica Ms. Kathy O'Connell 170 Santa Maria Avenue Pacifica, CA 94044 650.738.7301 o'connellk@ci.pacifica.ca.us</p>	<p>Portola Valley Ms. Sharon Hanlon 765 Portola Road Portola Valley, CA 94028 650.851.1700 shanlon@portolavalley.net</p>	<p>Redwood City Ms. Silvia Vonderlinden 1017 Middlefield Road Redwood City, CA 94063 650.780.7222 svonderlinden@redwoodcity.org</p>
<p>San Bruno Honorable Carol Bonner 567 El Camino Real San Bruno, CA 94066 650.616.7058 cbonner@ci.sanbruno.ca.us</p>	<p>San Carlos Honorable Christine Boland 600 Elm Street San Carlos, CA 94070 650.802.4219 cboland@cityofsancarlos.org</p>	<p>San Mateo Ms. Norma Gomez 330 West 20th Avenue San Mateo, CA 94403 650.522.7040 ngomez@cityofsanmateo.org</p>
<p>South San Francisco Honorable Krista Martinelli-Larson 400 Grand Avenue P.O. Box 711 South San Francisco, CA 94083 650.877.8518 krista.martinelli-larson@ssf.net</p>	<p>Woodside Ms. Janet Koelsch 2955 Woodside Road P.O. Box 620005 Woodside, CA 94062 650.851.6790 jkoelsch@woodsidetown.org</p>	

Election Day

Election Day Observing

Procedure for Posting Results at the Polling Place

The Elections Division has procedures in place for election observers at the polling place. It is important that activities at the polling places are organized, operationally smooth, and hassle-free for both the voters and the Election Officers.

- Observers are welcome to watch all proceedings at the polls, including Election Officers while opening up the polls, citizens preparing to vote, and, more commonly, to observe the closing activities.
- Observers have the right to raise questions to the Inspector or Judge, and may direct their questions about procedures to the Inspector; or, in the Inspector's absence, to the Judge in charge.
- Observers may not go near a voting booth while occupied and may not approach voters during the voting process. Observers may talk to voters *outside* the polling place, beyond the "no-electioneering zone."
- Observers may not directly challenge a voter – election law maintains it is only the election officer's right to challenge a particular voter.
- Observers may not interfere in any way with the voting process.

Elections law specifies procedures for the posting of the street index of voters at each polling place. This information is provided to you in order to assist you and your campaign on Election Day when seeking information on voters. Candidates and members of their election campaign team should be aware of the following procedures and should not interfere with or request the Election Officers to handle additional tasks on behalf of your campaign.

"(a) Before opening the polls, the precinct board shall post in separate, convenient places at or near the polling place, and of easy access to the voters, not less than two of the copies of the index to the affidavits of registration for that precinct. (b) In any county in which tabulating equipment is used to produce the index of registration, the copies of the index posted pursuant to this section shall be by street addresses in numerical order, unless otherwise provided by Section 2192." EC§14202

"At all elections, a member of the precinct board shall mark, on one of the copies of the index posted at or near the polling place, the name of each person who has voted, by drawing a line through the name of the voter, with a pen or indelible pencil. The board member shall *mark off the names at least once each hour, to and including 6 p.m.* In all counties not using the index roster, the board member shall draw a line under the last name signed in the roster at 6 p.m. or at the time of discontinuation of this procedure, whichever occurs last." EC §14294

For purposes of clarification, the Election Officers are directed to cross off only names of voters who voted in the polling place at that precinct on a precinct ballot. Election Officers shall not track other precincts, Vote by Mail voters, or anything other than the prescribed duties as indicated in the Elections Code, Guide for Election Officers, the Election Officer Digest, and/or the Election Officer training classes.

County Election Officers will not comply with requests from campaigns to cross voters' names off the street index who:

- a) may have dropped off a Vote by Mail Ballot on Election Day,
- b) have "Ballot Returned by Mail" noted on the Roster-Index, or
- c) are on a list provided by the campaigner to the Election Officers.

Election Code §14298 states: “(a) The precinct board shall maintain the copies of the index posted during the whole time of voting. These copies shall not be marked in any manner except by a member of the precinct board acting pursuant to Section 14294.

(b) A member of the precinct board shall post a notice on each index which reads as follows:
‘This index shall not be marked in any manner except by a member of the precinct board acting pursuant to Section 14294. Any person who removes, tears, marks, or otherwise defaces this index with the intent to falsify or prevent others from readily ascertaining the name, address, or political affiliation of any voter, or the fact that a voter has or has not voted, is guilty of a misdemeanor.’”

Election Results

Semi-Official Canvass (Election Night Results)

The semi-official canvass will commence immediately upon the close of the polls at 8 p.m., November 2, 2010. (EC §15150) The counting of ballots will commence when all polls are closed within the County of San Mateo. (EC §15152) It is anticipated that the first report of semi-official results (Vote by Mail ballots only) will be released at 8:05 p.m., with cumulative updates scheduled every 30 minutes until completion.

Generally, a schedule of election night results is as follows:

Vote by Mail Ballots Only	8:05 p.m.
All-Mail Ballot Precinct Results	8:30 p.m.
Voting Center Results	9:00 p.m.
Live Precinct Results	9:30 p.m.
Live Precinct Results	every 30 minutes on the half-hour until complete

Ballots are cumulated at the following central counting location:

Elections Office
40 Tower Road
San Mateo, CA 94402

There are three different ways you may inquire about Election Night Semi-Official results:

1. View the results as they are posted on our website www.shapethefuture.org.
2. Call our main phone number; our staff is available to read results over the phone 650.312.5222.
3. Subscribe to email via subscription form posted on www.shapethefuture.org one week prior to the election.

Upon completion of the regular vote count, we publish a Precinct Turnout Report. This report will provide you with a precinct-by-precinct summary of vote totals, including those for Certified Write-In candidates.

Final Official Canvass

Election results are not final until the canvass is complete (refer to Division 15 of the Elections Code for procedural requirements and timeframes). It typically takes about 28 days to complete the Official Canvass and certify the official results of the election. The official Statement of the Vote, showing the official final results (totals, precinct-by-precinct results, and votes for qualified write-in candidates) is available upon certification. Please call our office for further details. This document will be made available on our website at www.shapethefuture.org once the election is certified.

The Official Canvass & Election Certification

After the Election

Official Canvass

As described by the California Association of Clerks & Election Officials, the purpose of the Official Canvass is to verify the accuracy and validity of the votes counted, to resolve any discrepancies through review of the official election materials and unused ballots, and to complete the official vote count including write-in votes, Vote by Mail ballots, unused paper ballots from the polls and provisional ballots not included in the Semifinal Official Vote Count as distributed on Election Night.

During the Official Canvass, interested parties may choose to observe the Elections Office procedures. To observe this process, please feel free to contact 650.312.5222 or visit the office during normal business hours, Monday – Friday, from 8 a.m. to 5 p.m.

A press release detailing the Official Canvass will be available on the Elections website at www.shapethefuture.org.

Election Certification

Official results must be certified no later than 28 calendar days following an election. A certified “Statement of the Vote” will be available on the Elections website at www.shapethefuture.org and for purchase or viewing at the Elections Office, located at 40 Tower Road in San Mateo. Additionally, a certified statement of the results will be submitted to each appropriate district or jurisdiction by the county elections official.

