



Candidate Handbook & Resource Guide



**General Election
November 8, 2022**

Darlene E. Ingersoll
Registrar of Voters

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Merced County Registrar of Voters

2222 M Street

Merced, CA 95340

Phone: (209) 385-7541 Fax: (209) 385-7387

Dear Candidate,

This Candidate Handbook & Resource Guide is provided for general information to assist you in your candidacy. It includes a calendar of events and summary of provisions and filing requirements. It is not intended to provide legal advice and should not be substituted for legal counsel. In case of conflict, the law, regulation, or rule will apply.

Candidates and others using this handbook must bear full responsibility to make their own determination as to all local standards and duties. Thus, the references are provided for convenience only. Please note this office cannot provide advice. Individuals with questions concerning their own or another candidates' qualifications should seek the advice of an attorney regarding the applicable California laws pertaining to candidacy.

CODE REFERENCES made in this guide, unless otherwise stated, are to the California Constitution and Statutes. California legal codes referenced in this guide may include:

- Business and Professions Code (B&P)
- Education Code (ED)
- Elections Code (EC)
- Government Code (GC)
- Health and Safety Code (H&S)
- Insurance Code (IC)
- Penal Code (PC)
- Revenue and Taxation Code (R&T)

The term E-Dates stands for Election Day. E-Dates have been used throughout this guide to indicate important dates and deadlines. These dates are the number of days prior to or after the election date. Example: E-88 means 88 days prior to an election. E+28 means 28 days after an election.

Refer to the election calendar for guidance as to the actual date for any indicated E-Date.

The Registrar of Voters staff is available to assist you throughout your candidate filing process. **For scheduling candidate filing appointments, or for questions please call:** (209) 385-7541 or email: elections@countyofmerced.com

The Registrar of Voters office wishes you the best of luck in your election endeavors.

Darlene E. Ingersoll, Registrar of Voters

IMPORTANT INFORMATION

The Merced County Registrar of Voters Office appreciates notification of cases of alleged voter registration, petition or voter fraud; however, this office is NOT an enforcement agency and is therefore unable to investigate any violations.

In response to inquiries our office receives regarding possible election violations or fraud, the following is a list of resources regarding who to contact for the various types of violations:

- District Attorney - (209) 385-7381
- False or misleading campaign materials - No agency enforcement; these issues are dealt with in court.
- Violations of the Political Reform Act (Title 9 of the California Government Code §§81000-91015), i.e. mass mailing requirements, slate mailers, campaign disclosure, proper use of campaign funds, disclosure of economic interests - Contact the Fair Political Practices Commission at 1-866-275-3772 or <https://www.fppc.ca.gov/>.
- Election fraud - State issues, contact the California Secretary of State at (916) 657-2166 or Elections@sos.ca.gov. Federal issues, contact the Federal Election Commission at (800) 424-9530 or the United States Department of Justice – Public Integrity Section at (202) 514-1412
- Unlawful use of public funds, violations of the Elections Code, the Penal Code, or any laws other than the Political Reform Act - Contact the Merced County District Attorney, at (209) 385-7381, or the California State Attorney General at 1-800-952-5225 or <https://oal.ca.gov>.
- Federal campaigns, e.g., U.S. Senate, House of Representatives, the President of the United States, etc. - Contact the Federal Election Commission at 1-800-424-9530 or <https://www.fec.gov>.
- Open meeting laws (Brown Act) - Contact the California State Attorney General at 1-800-952-5225 or <https://oal.ca.gov>.
- Local ordinances - Contact your local city attorney or Merced County District Attorney at (209) 385-7381.
- Requirements concerning campaign signs - Contact your local city clerk or zoning division.

FREQUENTLY ASKED QUESTIONS

1. Is your office open during lunch?

Yes. Office hours are 8:00 am to 5:00 pm, Monday through Friday, excluding county holidays.

2. What if I change my mind about being a candidate after filing nomination papers?

A candidate may withdraw until 5:00 pm on the last day of filing. [EC § 10510](#), [ED § 10603](#)

3. How soon will a final list of qualified candidates (with ballot designations, addresses and telephone numbers) be available after close of the nomination period?

The nomination period for the Statewide Direct Primary Election ends **August 12, 2022** and in limited circumstances, if an incumbent does not file, the nomination period is extended until **August 17, 2022** in those districts. A list of local office candidates will be available at the end of the filing period. The certified list from the Secretary of State's Office will be available **September 1, 2022**. A copy fee will be charged for the list, which includes ballot designations, addresses, and telephone numbers.

A candidate list for cities, schools and special districts will be posted daily on the Registrar of Voters website www.mercedelections.org. It is subject to change until completely verified after the close of the nomination period.

4. May I change or correct the wording or spelling on my candidate's statement after it has been filed?

No, you may not make any changes to your candidate's statement once it has been filed. Check your candidate's statement carefully before submitting. The statement is entirely the candidate's responsibility. [EC § 13307\(3\)](#)

5. If I file a candidate's statement of qualification may I withdraw the statement?

The candidate's statement may be withdrawn, **but not changed**, during the period for filing nomination papers and until 5:00 pm of the next working day after the close of the nomination period. [EC § 13307\(3\)](#)

6. Can my spouse, friend or campaign manager pick up nomination documents for me?

Yes. An "Authorization Form" is available from the Registrar of Voters Office and is also available on the website at www.mercedelections.org A letter signed by the candidate is also acceptable as long as it contains specific information:

- Candidate name
- Registered address
- Office sought
- The name of the person authorized to pick up the papers, and
- A statement that the candidate is aware the nomination papers must be received by the Registrar of Voters no later than Friday, **August 12, 2022**.

If a candidate does not appear at the Registrar of Voters Office to take the "Oath of Office", the candidate must do so in front of a Notary Public.

7. Can my spouse, friend or campaign manager file my nomination documents, or can I mail them to you?

It is strongly advised that the candidate appear in person to return the nomination papers. The signature of the candidate is required on many documents. If through an oversight the nomination papers are incomplete, the problem can easily be rectified when a candidate files in person. It is not recommended that the nomination documents be mailed back. However, if mailed back, nomination documents must be received in our office by 5:00 pm on the close of the nomination period. **A postmark is not acceptable.**

8. I am unable to complete and file my campaign disclosure statement by the filing deadline. May I obtain an extension?

No. There is no provision in the Political Reform Act which permits any filing officer to extend a filing deadline. Statements, which are filed late, are subject to a fine of \$10.00 per day until the statement is filed.

9. What determines the order in which my name and other candidates' names will appear on the ballot?

A randomized alphabet drawing for the Statewide General election will be conducted by the Secretary of State's Office on **August 18, 2022** at 11:00 am. Elections code 13111(i), further requires that the Registrar of Voters conduct an additional randomized alphabet drawing for the State Senate and Assembly offices when the district includes more than one county. In addition to the randomized alphabet, Elections Code 13111 provides for the rotation of the names of candidates for many offices by State Assembly district, and for other offices by Supervisorial district. The names of the candidates for other offices are not rotated, but placed on the ballot on the basis of the randomized alphabet.

CONTACT INFORMATION FOR CANDIDATES AND COMMITTEES

FILING OFFICER FOR DISCLOSURES:

MERCED COUNTY
REGISTRAR OF VOTERS
2222 M ST
MERCED, CA 95340
209-385-7541
209-385-7387-FAX
www.mercedelections.org

OTHER RESOURCES:

SECRETARY OF STATE
1500 11TH ST, 5TH FLOOR
SACRAMENTO, CA 95814
916-657-2166
916-653-3214-FAX
916-651-6460 CANDIDATES & ELECTIONS FAX
www.sos.ca.gov

FAIR POLITICAL PRACTICES COMMISSION

1102 Q STREET, SUITE 3000
SACRAMENTO, CA 95811
866-275-3772
916-322-0886-FAX
www.fppc.ca.gov
ADVICE LINE (866) 275-3772 *1
Monday – Thursday
9:00 am – 11:30 am

FEDERAL ELECTIONS COMMISSION

Federal Campaign Disclosure Requirements
(800) 424-9530
<http://www.fec.gov>

INTERNAL REVENUE SERVICE

Federal Tax Identification Number or Tax-Related Questions
(800) 829-1040
<http://www.irs.gov>

STATE FRANCHISE TAX BOARD

Committee Tax Status/ Tax Deductible Contributions/ Charitable Non-Profit Groups/
Tax-Related Questions
(800) 852-5711
(800) 338-0505 – 24/7 Automated Number
<https://www.ftb.ca.gov/>

LINK TO CALIFORNIA CODES <http://leginfo.legislature.ca.gov>

CANDIDATE FILING CHECKLIST

This checklist is for reference only and may not be fully inclusive of every requirement for office.

1. **Make an Appointment** Visit the Candidate Filing Portal at www.mercedelections.org or call (209) 385-7541 to schedule an appointment.
 - Provide your name and address – we must verify you are registered to vote in the district for the office you plan to run for.
 - Bring valid identification card to verify who you are.
 - Bring any campaign information (phone number, email address, website, (if applicable))

2. **Nomination Documents**
 - a. Nomination Petition issued (if applicable)
 - b. Code of Fair Campaign Practices (optional)
 - c. Permission to Post your information on the Internet
 - d. Ballot Designation Worksheet
 - e. Declaration of Candidacy which includes:
 1. Name on Ballot (no title or degrees)
 2. Ballot Designation (55 characters max)
 3. Oath of office
 4. All other portions filled out and signed
 - f. FPPC Form 700 issued (if applicable). Due back to this office by 5:00pm, August 12, 2022

3. **Candidate's Statement of Qualifications** – payment due at time of filing.
 - a. Limited to 200 words or 250 words for state offices.
 - b. Statement must be submitted prior to candidate filing appointment via email (elections@countyofmerced.com)
 - c. Check or Money Order payable to “*Merced County Elections*”

4. **Campaign Financial Disclosure Requirements (FPPC): State and Local Candidate**
 - File FPPC Form 501 indicating your intention as a candidate. This must be filed before you raise or spend a single penny. Most local candidates file with local elections official, but state offices file with the Secretary of State.
 - File FPPC Form 410 plus a \$50.00 check made out to the Secretary of State if your committee receives, raises and/or spends \$2,000 or more on your campaign. File the original and check with the Secretary of State. File a copy with Merced County Elections. For more information, Campaign Disclosure Manual 2 is available at www.fppc.ca.gov
 - File Form 460 multiple times during the campaign if you are raising or spending money.
 - File Form 470 indicating either no committee or fund raising under \$2,000.
 - File Form 497 24-hour Contribution Report due 24 hours of receiving or making contributions of \$1,000 or more.

CANDIDATE QUALIFICATIONS AND REQUIREMENTS

County Board of Education, Unified School Districts, High School Districts, Elementary School Districts

Summary

Nomination/Sponsors' Signatures	Not Applicable
Filing Fee	Not Applicable
Signatures In-Lieu	Not Applicable
Value Per Signature	Not Applicable
Candidate Statement Pre-Payment Required	See "Statement of Qualifications" section
Term of Office (Years)	4
Term Begin Date	County Board of Education: Friday, November 25, 2022 School Boards: Friday, December 9, 2022

Filing Periods

Declaration of Candidacy and Nomination Period (E-113 to E-88)	07/18/2022 to 08/12/2022
Extension of Declaration of Candidacy and Nomination Period (E-87 to E-83)	08/13/2022 to 08/17/2022

All Candidates Must File:

Declaration of Candidacy

TERM OF OFFICE

Each person elected at a regular biennial governing board member election shall hold office for a term of four years commencing on the second Friday in December next succeeding his or her election. Any member of the governing board of a school district or community college district whose term has expired shall continue to discharge the duties of the office until his or her successor has qualified. The term of the successor shall begin upon the expiration of the term of his or her predecessor. [ED§ 5017](#)

County Board of Education members shall be elected upon the same date and in the same manner as prescribed for members of governing boards of school districts. Members elected at the date on which members of school district boards are elected shall take office on the last Friday in November subsequent to their election. [ED§ 1007](#)

QUALIFICATIONS

A Candidate for the County Board of Education may be any registered voter of the County except the County Superintendent of Schools or any member of their staff, or any employee of a school district that is within the jurisdiction of the County Board of Education. [ED§ 1006](#)

A candidate for a school district shall:

- Be at least 18 years of age; and
- Be a citizen of the state; and
- Be a resident of the school district; and
- Be a registered voter; and
- Is not disqualified by the Constitution or laws of the state from holding a civil office.
- 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. [ED§ 35107](#)

FILING REQUIREMENTS

Nomination Documents and Procedures

DECLARATION OF CANDIDACY

Each candidate is required to file a Declaration of Candidacy between 113 and 88 days prior to Election Day. The Declaration shall be obtained from the county elections official of the county in which the candidate resides and is a voter. The Declaration of Candidacy must be executed in the office of the elections official unless the candidate, in a written statement signed and dated by the candidate, designates a third party to obtain the Declaration from the county elections official and deliver it to the candidate. Such written statement shall state that the candidate is aware the Declaration must be properly executed and delivered to the county elections official from whom it was obtained not later than the close of business on the 88th day prior to the Election Day.

If an incumbent, eligible to be elected, fails to file a Declaration of Candidacy by the close of business on the 88th day prior to Election Day, any person, other than the person who was the incumbent on the 88th day, may file a Declaration of Candidacy not later than the close of business on the 83rd day. [EC§§8020, 8022, 8028, 8040, 8064, 8100](#)

STATEMENT OF QUALIFICATIONS (OPTIONAL)

A candidate for local nonpartisan office may submit a statement of qualifications with no more than 200 words to be printed in the voter information portion of the county voter information guide. Statements must be filed at the same time nomination papers are filed and may be withdrawn, but not changed, until 5 p.m. the next regular business day after nominations close. Statements are confidential until nominations (or extended nominations) close and then become public record.

Statements shall be limited to a recitation of the candidate's own personal background and qualifications, and shall not in any way make reference to other candidates for that office or to another candidate's qualifications, character, or activities. [EC§§13307 13307.5, 13308, GC§85601\(c\)](#)

VOLUNTARY CODE OF FAIR CAMPAIGN PRACTICES

At the time an individual files his or her Declaration of Candidacy, Nomination Petitions, or any other paper evidencing an intention to be a candidate for public office, the county elections official shall give the individual a copy of the Code of Fair Campaign Practices and a copy of the provisions of Ch. 5, Div. 20 of the Elections Code. [EC§20440](#)

CAMPAIGN FILING REQUIREMENTS

For further information on Campaign Filing Requirements, please see the section "Campaign Filing Requirements" of this guide or please contact the Fair Political Practices Commission at:

- Phone: (916)322-5660 or 1-866-ASK-FPPC (1-866-275-3772)
- Mailing: 1102 Q Street, Suite 3000, Sacramento, CA 95811
- Web: <http://www.fppc.ca.gov/>

CANDIDATE QUALIFICATIONS AND REQUIREMENTS

City Offices

Summary

Nomination/Sponsors' Signatures	20 - 30
Filing Fee	Not Applicable
Signatures In-Lieu	Not Applicable
Value Per Signature	Not Applicable
Candidate Statement Pre-Payment Required	See "Statement of Qualifications" section
Term of Office (Years)	4 Exception: City of Gustine Mayor, City of Livingston Mayor and City of Los Banos Mayor are 2-year terms
Term Begin Date	Determined by City

Filing Periods

Declaration of Candidacy and Nomination Period (E-113 to E-88) 07/18/2022 to 08/12/2022

Extension of Declaration of Candidacy and Nomination Period (E-87 to E-83) 08/13/2022 to 08/17/2022

All Candidates Must File:

Nomination Petition

Declaration of Candidacy

Statement of Economic Interest (700 Form)

TERM OF OFFICE

Municipal Councilmembers and elected mayors are installed into office on the date of the first regularly scheduled city council meeting after the certification of the election or on the date of a special city council meeting called for the task of installing newly elected council members after the certification of the election result. [GC§ 36503](#) and [EC§ 10263](#)

QUALIFICATIONS

Eligibility to hold office as councilmember or elected mayor:

- An elector of the city, and;
- A registered voter of the city at the time nomination papers are issued.

NOTE: If, during his or her term of office, he or she moves his or her place of residence outside of the city limits or ceases to be an elector of the city, his or her office shall immediately become vacant. [GC§ 36502](#) and [EC§ 10227](#)

FILING REQUIREMENTS

Nomination Documents and Procedures

DECLARATION OF CANDIDACY

Each candidate is required to file a Declaration of Candidacy between 113 and 88 days prior to Election Day. The Declaration shall be obtained from the county elections official of the county in which the candidate resides and is a voter. The Declaration of Candidacy must be executed in the office of the elections official unless the candidate, in a written statement signed and dated by the candidate, designates a third party to obtain the Declaration from the county elections official and deliver it to the candidate. Such written statement shall state that the candidate is aware the Declaration must be properly executed and delivered to the county elections official from whom it was obtained not later than the close of business on the 88th day prior to the Election Day.

If an incumbent, eligible to be elected, fails to file a Declaration of Candidacy by the close of business on the 88th day prior to Election Day, any person, other than the person who was the incumbent on the 88th day, may file a Declaration of Candidacy not later than the close of business on the 83rd day. [EC§§8020, 8022, 8028, 8040, 8064, 8100](#)

NOMINATION PETITIONS

Each candidate is required to file a Nomination Petition between 113 and 88 days prior to Election Day, containing signatures of registered voters in the jurisdiction within the range required by law. Each section of the Nomination Petition shall be delivered to the county elections official, not later than the 88th day prior to the Election. Circulators of a Nomination Petition shall be 18 years old or older. [EC§§8020, 8041, 8061, 8062\(a\)\(3\), 8066](#)

STATEMENT OF QUALIFICATIONS (OPTIONAL)

A candidate for local nonpartisan office may submit a statement of qualifications with no more than 200 words to be printed in the voter information portion of the county voter information guide. Statements must be filed at the same time nomination papers are filed and may be withdrawn, but not changed, until 5 p.m. the next regular business day after nominations close.

Statements are confidential until nominations (or extended nominations) close and then become public record. Statements shall be limited to a recitation of the candidate's own personal

background and qualifications, and shall not in any way make reference to other candidates for that office or to another candidate's qualifications, character, or activities. [EC§§13307 13307.5, 13308, GC§85601\(c\)](#)

STATEMENT OF ECONOMIC INTERESTS (FORM 700)

Every agency shall adopt a Conflict of Interest Code. A Conflict of Interest Code is a document that designates the positions within an agency which make or participate in making governmental decisions that may have a foreseeable material effect on any financial interest.

Each candidate must file a Statement of Economic Interests (Form 700) not later than the final filing date for the Declaration of Candidacy. Elected officials must also file Statements of Economic Interests within (30) days after assuming office, annually, and within (30) days of leaving office. If an individual is appointed to an office, he or she must file not more than (30) days after assuming office. Under certain conditions, the Statement of Economic Interests need not be filed if such a statement was filed within (60) days prior to the filing of a Declaration of Candidacy or the date of assuming office. Please see the FPPC Filing Schedule at the end of this guide for further information. [GC§§87200, 87300](#)

VOLUNTARY CODE OF FAIR CAMPAIGN PRACTICES

At the time an individual files his or her Declaration of Candidacy, Nomination Petitions, or any other paper evidencing an intention to be a candidate for public office, the county elections official shall give the individual a copy of the Code of Fair Campaign Practices and a copy of the provisions of Ch. 5, Div. 20 of the Elections Code. [EC§20440](#)

CAMPAIGN FILING REQUIREMENTS

For further information on Campaign Filing Requirements, please see the section "Campaign Filing Requirements" of this guide or please contact the Fair Political Practices Commission at:

- Phone: (916)322-5660 or 1-866-ASK-FPPC (1-866-275-3772)
- Mailing: 1102 Q Street, Suite 3000, Sacramento, CA 95811
- Web: <http://www.fppc.ca.gov/>

IMPORTANT: City Candidates refer to your City Clerk regarding City Campaign Contribution Ordinance.

NOTE: This summary of qualifications and requirements is for general information only and does not have the force and effect of law, regulation or rule. In case of conflict, the law, regulation or rule will apply. The candidate should obtain the most up-to-date information available because of possible changes in law or procedure since the publication of this information.

CANDIDATE QUALIFICATIONS AND REQUIREMENTS

Special District Offices

Summary

Nomination/Sponsors' Signatures	Not Applicable
Filing Fee	Not Applicable
Signatures In-Lieu	Not Applicable
Value Per Signature	Not Applicable
Candidate Statement Pre-Payment Required	See "Statement of Qualifications" section
Term of Office (Years)	4
Term Begin Date	Friday, December 2, 2022

Filing Periods

Declaration of Candidacy and Nomination Period (E-113 to E-88)	07/18/2022 to 08/12/2022
Extension of Declaration of Candidacy and Nomination Period (E-87 to E-83)	08/13/2022 to 08/17/2022

All Candidates Must File:

Declaration of Candidacy

TERM OF OFFICE

Special District Board Members serve a 4 year term beginning at noon on the first Friday in December next following the general district election. [EC§ 10554](#)

QUALIFICATIONS

- **Community Service:** Candidates shall be registered electors residing within the boundaries of the district. [GC§ 61200](#)
- **County Water:** Candidates shall be voters of the district and of the divisions by which they are elected. [GC§ 30500, 30735](#)
- **Hospital (Health Care) Districts:** A candidate shall be a resident and registered voter of the district. [H&S§32100, 32100.1](#)
- **Irrigation:** A candidate shall be a voter and a freeholder of the district and a resident of the division which the director is elected to represent if the district is divided into divisions. [WC§ 21100](#)
- **Resource Conservation:** Candidates shall (1) reside within the district and either own real property in the district or alternatively have served, pursuant to the district's rules, for two years or more as an associate director providing advisory or other assistance to the board of directors, or (2) be a designated agent of a resident landowner within the district. [Public Resources Code § 9352](#)

FILING REQUIREMENTS

Nomination Documents and Procedures

DECLARATION OF CANDIDACY

Each candidate is required to file a Declaration of Candidacy between 113 and 88 days prior to Election Day. The Declaration shall be obtained from the county elections official of the county in which the candidate resides and is a voter. The Declaration of Candidacy must be executed in the office of the elections official unless the candidate, in a written statement signed and dated by the candidate, designates a third party to obtain the Declaration from the county elections official and deliver it to the candidate. Such written statement shall state that the candidate is aware the Declaration must be properly executed and delivered to the county elections official from whom it was obtained not later than the close of business on the 88th day prior to the Election Day.

If an incumbent, eligible to be elected, fails to file a Declaration of Candidacy by the close of business on the 88th day prior to Election Day, any person, other than the person who was the incumbent on the 88th day, may file a Declaration of Candidacy not later than the close of business on the 83rd day. [EC§§8020, 8022, 8028, 8040, 8064, 8100](#)

STATEMENT OF QUALIFICATIONS (OPTIONAL)

A candidate for local nonpartisan office may submit a statement of qualifications with no more than 200 words to be printed in the voter information portion of the county voter information guide. Statements must be filed at the same time nomination papers are filed and may be withdrawn, but not changed, until 5 p.m. the next regular business day after nominations close.

Statements are confidential until nominations (or extended nominations) close and then become public record. Statements shall be limited to a recitation of the candidate's own personal background and qualifications, and shall not in any way make reference to other candidates for that office or to another candidate's qualifications, character, or activities. [EC§§13307 13307.5, 13308, GC§85601\(c\)](#)

VOLUNTARY CODE OF FAIR CAMPAIGN PRACTICES

At the time an individual files his or her Declaration of Candidacy, Nomination Petitions, or any other paper evidencing an intention to be a candidate for public office, the county elections official shall give the individual a copy of the Code of Fair Campaign Practices and a copy of the provisions of Ch. 5, Div. 20 of the Elections Code. [EC§20440](#)

CAMPAIGN FILING REQUIREMENTS

For further information on Campaign Filing Requirements, please see the section "Campaign Filing Requirements" of this guide or please contact the Fair Political Practices Commission at:

- Phone: (916)322-5660 or 1-866-ASK-FPPC (1-866-275-3772)
- Mailing: 1102 Q Street, Suite 3000, Sacramento, CA 95811
- Web: <http://www.fppc.ca.gov/>

STATEMENT OF ECONOMIC INTERESTS – FORM 700

The following candidates are required to file a Statement of Economic Interests (Form 700) during the period for filing a Declaration of Candidacy. This article is applicable to elected state officers, Judges and Commissioners of courts of the Judicial Branch of government, Members of the Public Utilities Commission, Members of the State Energy Resources Conservation and Development Commission, Members of the Fair Political Practices Commission, Members of the California Coastal Commission, Members of Planning Commissions, Members of the Board of Supervisors, District Attorneys, County Counsels, County Treasurers and Chief Administrative Officers of counties, Mayors, City Managers, City Attorneys, City Treasurers, and Chief Administrative Officers and Members of City Councils of cities, other public officials who manage public investments, and to candidates for any of these offices at any election.

[GC § 87200](#)

Every candidate for an office specified in Government Code § 87200 other than a Justice of an Appellate Court or the Supreme Court shall file no later than the final filing date of a Declaration of Candidacy, a Statement of Economic Interests (Form 700) with the county elections official, disclosing his/her investments, his/her interests in real property, any income received during the immediately preceding 12 months pursuant to the requirements of the Political Reform Act of 1974, as amended.

The statement shall not be required if the candidate has filed within 60 days prior to the filing of his/her Declaration of Candidacy, a statement for the same jurisdiction pursuant to the Government Code §§ 87202 or 87203.

[GC § 87201](#)

FILING DATE

Statement of Economic Interests (Form 700) is to be completed and returned to the Registrar of Voters' office prior to the deadline to file a Declaration of Candidacy, but no later than August 12, 2022 at 5:00PM. When applicable, each candidate will receive a Statement of Economic Interests form and instructions when issued the Declaration of Candidacy.

For questions regarding your Form 700, contact:

Merced County
Registrar of Voters
2222 M Street
Merced, CA 95340
(209) 385-7541

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

Fair Political Practices Commission
1102 Q Street, Suite 3000
Sacramento, CA 95811
(866) 275-3772 *2; www.fppc.ca.gov

SIGNATURE GATHERING GUIDELINES

(Read before obtaining signatures)

Circulators (whether the candidate or another person) perform the important duty of obtaining signatures of properly registered voters for Nomination Papers. If the signatures are not obtained properly and in accordance with the law, the candidate's right to be placed on the ballot could be questioned. All candidates should try to 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.

Petition Circulator Information

A person shall not circulate nominating papers unless the person is 18 years of age or older. [EC § 102](#)

Circulators shall meet the requirements of Section 102. Circulators 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. [EC § 8066](#)

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. [EC § 106](#)

Affidavit of Circulator ([EC § 104](#)): All petition circulators must complete, in his/her own hand:

- 1) The printed name of the circulator.
- 2) The residence addresses 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:

- 1) That the circulator circulated that section and witnessed the appended signatures being written.
- 2) 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.
- 3) 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. The circulator shall state the date and the place of execution on the declaration immediately preceding his or her signature.

Qualified Signers: Only a person who is an eligible registered voter at the time of signing the petition or paper is entitled to sign it. A signer shall, at the time of signing the petition or paper personally affix his or her signature, printed name and place of residence, including 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. [EC § 100](#)

Nomination Paper: Signers shall be voters in the district or political subdivision in which the candidate is to be voted on. With respect to any candidacy for partisan office, signers shall be voters who disclosed a preference, pursuant to Section 2151, for the party, if any, for which the nomination is proposed. With respect to a candidacy for voter-nominated office, signers need not have disclosed a preference for any party. [EC § 8068](#)

Voters May Sign Only One Paper

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](#)

Validation of Signatures

The following guidelines will be used when validating signatures on nomination petitions.

A signature is **INVALID** 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;
- uses a P.O. Box number for residence;
- 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 her name as Mrs. John Jones;
- uses ditto marks for an address;
- authorizes a power of attorney to sign on his or her behalf.

BALLOT DESIGNATION GUIDELINES

[EC § 13107](#)

SELECTING YOUR BALLOT DESIGNATION -The ballot designation describes the current profession, vocation, occupation or incumbency status of the candidate and will appear on the ballot under the candidate's name.

Ballot designations:

- 1) The listing of a designation on the ballot is OPTIONAL
- 2) Is a public record once the information is filed on the Declaration of Candidacy.
- 3) A ballot designation **cannot** be changed after the final date to file nomination documents, except as specifically requested by the elections official. [EC § 13107 \(d\)](#)

Only one of the following categories is allowed:

a) **Elective Office Title:** Words describing an elective office title may be used **IF** the candidate holds the office at the time nomination documents are filed and the office was filled by a vote of the people.

Example A: Governing Board Member

Example B: Board member, XYZ School District

b) **Incumbent:** The word **Incumbent** may be used **IF** the candidate is seeking re-election to the same office and was elected to that office by a vote of the people or was appointed as a nominated candidate in lieu of an election.

c) **Appointed Incumbent:** The words **Appointed Incumbent** must be used **IF** the candidate was appointed mid-term to the office and is seeking election to the same office. The word **Appointed** may also be used with the office title.

Example A: Appointed Incumbent

Example B: Appointed Board member, XYZ School District

Exception: Candidates appointed to office in lieu of an election **do not** have to use the word appointed.

4) **Principal Occupation:** No more than **three words** to either describe the current principal profession, vocation, or occupation of the candidate **or** the principal professions, vocations, or occupations of the candidate during the calendar year immediately preceding the filing of nomination documents. [EC § 13107 \(3\)](#)

Example A: High School Teacher

Example B: Attorney/Educator/Rancher

Example C: CEO/Councilmember

5) **Community Volunteer:** A Community Volunteer shall constitute a valid principal vocation or occupation subject to the following conditions:

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

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

c) A candidate is not engaged concurrently in another principal profession, vocation or occupation. [EC § 13107.5](#)

6) **No Occupation Desired:** If no ballot designation is requested, write the word “NONE” and place your initials in the space provided for ballot designation on the Declaration of Candidacy form. The space provided for your ballot designation on the official ballot, will be blank.

FORMAT OF BALLOT DESIGNATION – Ballot designations selected which exceed space allotted on the ballot (approximately 60 characters) are printed in a smaller typeface. [EC § 13107 \(f\)](#)

TRANSLATIONS – Whenever a foreign language translation is required it shall be as short as possible and shall employ abbreviations wherever possible to avoid undue length. [EC § 13107 \(g\)](#)

Restrictions: The rules governing ballot designations can be the subject of confusion. The California Secretary of State’s ballot designation regulations are available upon request.

BALLOT DESIGNATION WORKSHEET – A Ballot Designation Worksheet that supports the use of that ballot designation **is required to be filed** with the Election Official at the same time as the Declaration of Candidacy. If a candidate fails to file a Ballot Designation Worksheet, no designation will appear on the ballot. [EC § 13107.3](#)

REJECTION OF BALLOT DESIGNATION – If the designation is in violation of any of the restrictions set forth in California Elections Code, the candidate will be notified by phone and by registered or certified mail with a return receipt requested, addressed to the mailing address appearing on the candidates’ ballot designation worksheet. If an alternative designation is not provided within the time allowed, no designation will appear on the ballot. [EC § 13107 \(c\)](#)

UNACCEPTABLE DESIGNATIONS - Pursuant to [EC § 13107\(b\)](#), the elections official shall not accept a ballot designation if:

- a. It would mislead the voter.
- b. It would suggest an evaluation of a candidate, such as outstanding, leading, expert, virtuous, or eminent.
- c. It abbreviates the word “retired” or places it following any word(s) that it modifies.

Unacceptable:

Ret. Policeman
Policeman, Retired

It uses a word or prefix, such as “former” or “ex-,” which means a prior status.

Unacceptable:

Former Policeman
Ex Policeman

The only exception is the use of the word “retired.”

Acceptable:

Retired Policeman

- d. It includes the name of any political party, whether or not it has qualified for the ballot.
- e. It uses a word or words referring to a racial, religious or ethnic group.
- f. It refers to any activity that is prohibited by law.

GUIDELINES FOR ACCEPTABLE BALLOT DESIGNATIONS (BASIC TEST):

- a. Is it true?
- b. Is it accurate?
- c. Does it mislead?
- d. Is it generic? (This means “IBM” is unacceptable, “Computer Company” is acceptable.)
- e. Is it neutral? (This means not for or against)
- f. Is it how this person makes a living?

Candidates may review their own ballot designation, as well as that of other candidates, in this office during working hours. **(Excluding Saturdays, Sundays and Holidays)** If you have any questions regarding the nomination procedures, please call the Election Division at (209) 385-7541.

FALSE OR MISLEADING INFORMATION TO VOTERS

No candidate shall, in his occupational designation on the ballot, assume a designation that would mislead the voters. [EC § 13107 \(b\) \(1\)](#)

Every candidate is guilty of a misdemeanor who pretends or implies that he/she is an incumbent of a public office or that he/she has acted in the capacity of a public officer when this is not the case. [EC § 18350](#)

Any candidate who knowingly makes a false statement of material fact in a candidate’s statement, with the intent to mislead the voters, is punishable by a fine not to exceed \$1,000. [EC § 18351](#)

Every simulated ballot shall bear a printed notice (see [EC § 20009](#) for details) stating that this is not an official ballot but rather an unofficial marked ballot prepared by (name and address of person or organization responsible); no official seal or insignia may appear on the envelope in which it is contained.

Every person is guilty of a misdemeanor who distributes, or causes to be distributed, literature to voters that includes a designation of a voter’s polling place other than the precinct-polling place listed for the voter in the latest official precinct-polling list at sometime not more than 30 days prior to such distribution. [EC § 18302](#)

FAIR CAMPAIGN PRACTICES

Government Code, Title 9 - Political Reform

Article 1. General Intent

[EC § 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.

Article 2. Definitions

[EC § 20420](#) As used in this chapter, “Code” means the Code of Fair Campaign Practices.

Article 3. Code of Fair Campaign Practices

[EC § 20440](#) 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 defined in [GC § 82031](#), 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, as shown on the Code of Fair Campaign Practices) of the Government Code, an initial campaign statement on behalf of the committee.

[EC § 20441](#) 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 § 20442](#) 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 § 20443](#) Every code subscribed to by a candidate for public office pursuant to this chapter is a public record open for public inspection.

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

Candidate Statement Costs for the November 8, 2022 by District

Statewide or Countywide	\$4050.00
State Senator – District #4	\$ 800.00
State Senator – District #14	\$3700.00
State Assembly – District #22	\$ 750.00
State Assembly – District #27	\$3740.00
City of Atwater	\$ 875.00
City of Atwater – Council District #3	\$ 550.00
City of Atwater – Council District #4	\$ 575.00
City of Dos Palos	\$ 525.00
City of Gustine	\$ 525.00
City of Livingston	\$ 625.00
City of Los Banos	\$1025.00
City of Los Banos – Council District #2	\$ 600.00
City of Los Banos – Council District #3	\$ 600.00
City of Merced	\$1600.00
City of Merced – Council District #2	\$ 575.00
City of Merced – Council District #4	\$ 675.00
City of Merced – Council District #6	\$ 725.00
Merced County Board of Education Area #1	\$1300.00
Merced County Board of Education Area #2	\$1050.00
Merced County Board of Education Area #5	\$1200.00
Stanislaus County Board of Education	\$ 475.00
Merced Community College District Area #1	\$ 925.00
Merced Community College District Area #4	\$1050.00
Merced Community College District Area #5	\$1075.00
Merced Community College District Area #7	\$ 825.00
Yosemite Community College District Area #4	\$ 725.00
Le Grand High School District	\$ 525.00
Merced Union High School District Area #1	\$ 975.00
Merced Union High School District Area #2	\$ 975.00
Merced Union High School District Area #4	\$1000.00
Merced Union High School District Area #5	\$ 825.00
Atwater Elementary School District Area #1	\$ 500.00
Atwater Elementary School District Area #4	\$ 525.00
Atwater Elementary School District Area #5	\$ 575.00
Ballico-Cressey Elementary School District	\$ 475.00
Delhi Unified School District	\$ 600.00
Dos Palos-Oro Loma Joint Unified School District Area #2	\$ 475.00
Dos Palos-Oro Loma Joint Unified School District Area #5	\$ 475.00
Dos Palos-Oro Loma Joint Unified School District Area #7	\$ 475.00
El Nido Elementary School District	\$ 475.00
Gustine Unified School District Area #1	\$ 475.00
Gustine Unified School District Area #5	\$ 475.00
Hilmar Unified School District	\$ 600.00
Le Grand Union Elementary School District Area #3	\$ 450.00
Le Grand Union Elementary School District Area #4	\$ 450.00
Le Grand Union Elementary School District Area #5	\$ 450.00
Livingston Union Elementary School District Area #1	\$ 500.00
Livingston Union Elementary School District Area #2	\$ 450.00
Livingston Union Elementary School District Area #4	\$ 500.00
Los Banos Unified School District Area #1	\$ 550.00
Los Banos Unified School District Area #3	\$ 525.00
Los Banos Unified School District Area #5	\$ 550.00
Los Banos Unified School District Area #7	\$ 525.00
McSwain Union Elementary School District	\$ 550.00
Merced City School District Area #1	\$ 750.00
Merced City School District Area #3	\$ 625.00
Merced City School District Area #5	\$ 600.00
Merced River Union Elementary School District	\$ 475.00
Plainsburg Union Elementary School District	\$ 450.00

Planada Elementary School District	\$ 500.00
Snelling-Merced Falls Union Elementary School District	\$ 475.00
Weaver Union School District Area #1	\$ 500.00
Weaver Union School District Area #2	\$ 500.00
Weaver Union School District Area #4	\$ 500.00
Winton Elementary School District	\$ 575.00
Turlock Unified School District Area #4	\$ 475.00
Ballico Community Service District	\$ 450.00
Le Grand Community Service District	\$ 475.00
Midway Community Service District	\$ 475.00
Planada Community Service District	\$ 500.00
Snelling Community Service District	\$ 450.00
Volta Community Service District	\$ 450.00
Winton Water & Sanitary District	\$ 550.00
Delhi County Water District	\$ 575.00
Franklin County Water District	\$ 525.00
Hilmar County Water District	\$ 525.00
Merquin County Water District	\$ 475.00
Santa Nella County Water District	\$ 475.00
South Dos Palos County Water District	\$ 450.00
Bloss Memorial Healthcare District Zone #1	\$ 500.00
Bloss Memorial Healthcare District Zone #3	\$ 525.00
Bloss Memorial Healthcare District Zone #5	\$ 525.00
West Side Community Healthcare District Zone #4	\$ 525.00
Central California Irrigation District Division #1	\$ 450.00
Central California Irrigation District Division #4	\$ 475.00
Turlock Irrigation District Division #5	\$ 725.00

CANDIDATE STATEMENT OF QUALIFICATIONS GUIDELINES FOR BOTH VOTER NOMINATED & NON PARTISAN OFFICES

EC § 9, 13307, 13308, 13312, 18351

The candidate's statement is a **voluntary statement** for candidates seeking Voter Nominated and local Non Partisan elective offices when applicable.

The local agency determines the word limit and who will bear the prorated share of the cost of printing and handling of the candidate's statement for the jurisdiction.

1. CONTENTS

The statement may contain the name, age and occupation of the candidate and a description of the candidate's education, personal background and qualifications.

The name, age and occupation at the top of the candidate statement form are not included in the word count.

Each statement shall be accompanied by a declaration executed under penalty of perjury, declaring that the information contained therein is true and correct.

2. FORMAT AND WORD COUNT

In order to insure uniformity of candidates' statements, the candidate must prepare the statement as follows:

- a. Submit a typed or word processed copy only, no more than 200 words. Congressional, Senatorial, or Assembly candidate statement no more than 250 words. Senatorial and Assembly candidates must accept the voluntary expenditure ceiling (see Form 501). Hand written statements are not acceptable.
- b. The statement may include the name, age, and occupation of the candidate and a brief description, of the candidate's education and qualifications expressed by the candidate himself or herself. The statement shall not include the party affiliation of the candidate, nor membership or activity in partisan political organizations.
- c. In addition to the restrictions set forth above, any candidate's statement submitted pursuant to [EC § 13307](#) shall be limited to a recitation of the candidate's own personal background and qualifications, and shall not in any way make reference to other candidates for that office or to another candidate's qualifications, character, or activities. The elections official shall not cause to be printed or circulated any statement that the elections official determines is not so limited or that includes any reference prohibited by this section. [EC § 13308](#)
- d. Submit statement in **block paragraph** form. The statement will be set with **both left and right justified margins**. Multiple single sentence paragraphs that do not fit in the space will be wrapped. Indented text will be run together as a sentence.
- e. Statements shall be written in the first person (e.g. "I am running..." not "She is running..." or "Jane Doe is running...")
- f. Only standard use of capital letters will be accepted. No statement will be printed in "ALL CAPS".
- g. All regularly hyphenated words that appear in any generally available dictionary published within 10 years preceding the election will be counted as one word.

- h. Check the statement for errors in spelling, punctuation, and grammar. No corrections **on the candidate statement** will be allowed after the candidate has filed their nomination documents. [EC § 13307 \(3\)](#)
- i. Statements will be printed in the base random alphabet order used for placement of candidates' names on the official ballot. Statements order does not change.

3. EMAIL CANDIDATE STATEMENT

- a. If the candidate emails their candidates' statements, it **MUST** be emailed to the Elections Department **PRIOR** to filing nomination/declaration of candidacy. The Merced County Election Department will accept candidate statements by email at Elections@co.merced.ca.us
- b. The candidate statement will be prepared for the voter pamphlet upon confirmation that the candidate statement has been paid & filed, based upon the provisions established for the applicable contest.
- c. Absolutely no corrections or changes are allowed after the candidate statement has been officially filed. [EC § 13307 \(3\)](#)

4. PROVISION

In the case where a candidate submits a statement that is not in conformance with guidelines provided, such statement will be reformatted and set in uniform type by the elections official.

5. LIABILITY

Nothing in this section shall be deemed to make any such 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 County Voter Information Guide. [EC § 13307 \(d\), 18351](#)

6. CONFIDENTIALITY

The candidates' statements shall remain confidential until after the expiration of the filing deadline. [EC § 13311](#)

7. WITHDRAWAL

The candidate statement may be withdrawn, **but NOT changed**, until 5:00 p.m. on the next business day after the close of the nomination/filing period for the office sought. [EC § 13307 \(a\) \(3\)](#)

8. EXAMINATION PERIOD

After the deadline for filing nomination papers, anyone may examine any candidate's statement and may purchase copies thereof. During a 10-calendar day period commencing the day after the close of nomination, any voter of the jurisdiction in which the election is being held may seek a writ of mandate or an injunction requiring any or all of the material in a candidates' statement to be amended or deleted. [EC § 13313](#)

9. ESTIMATED COST

The estimates quoted are based on one statement per candidate in English and Spanish.

Candidates are **required** to prepay the estimated cost and will either be billed for the additional cost or refunded any overpayment following the election.

Actual costs may vary substantially, depending on the number of voters in a particular contest.

EXAMPLES OF CANDIDATES STATEMENTS OF QUALIFICATIONS

UNACCEPTABLE FORMATS:

(Will not be accepted by the Registrar of Voters)

STATEMENT OF CANDIDATE FOR GOVERNING BOARD MEMBER

Fred Businessman

Occupation: HEALTH & HUMAN SERVICES DIRECTOR

My education and qualifications are: I have lived in the town of Loomis for 55 years. I know the area well and the need of the community. I have served in the **United States Air Force for 12 years**.

I am a graduate of Harvard University with a B.A. in engineering.

I will lower taxes.

I will work on better education and health care.

I will get involved in the community affairs.

I believe that I am the BEST person for this position. 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. Unlike my opponent, I will not disgrace the office and will listen to the needs of the people.

Elect Fred for results.

ACCEPTABLE FORMATS:

STATEMENT OF CANDIDATE FOR GOVERNING BOARD MEMBER

FRED BUSINESSMAN

Occupation: Health & Human Services Director

My education and qualifications are: I have lived in the town of Loomis for 55 years. I know the area well and the needs of the community. I have served in the United States Air Force for 12 years. I am a graduate of Harvard University with a B.A. in engineering.

I will lower taxes, I will work better on education and healthcare. I will get involved in community affairs.

I believe that I am the best person for this position. 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 will not disgrace the office and will listen to the needs of the people.

Elect Fred for results.

EXAMPLES OF CANDIDATES STATEMENTS OF QUALIFICATIONS

UNACCEPTABLE FORMATS:

STATEMENT OF CANDIDATE FOR COUNTY SUPERVISOR

Margaret Businesswoman

Occupation: SALES REPRESENTATIVE

My education and qualifications: I have lived in the area for **10 years and** I love this community. I want to get involved in community affairs. I believe that I am the **better** person for this position. I will work harder than the **incumbent JANE DOE**. I will **not take advantage** of my position for financial gain. 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 will fight to protect wildlife in the area. Let's get back on the right track, elect me and **I will get the job done right.**

I have lots of experience 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.

ELECT MARGARET FOR THE BEST RESULTS!!!!!!

ACCEPTABLE FORMATS:

STATEMENT OF CANDIDATE FOR COUNTY SUPERVISOR

MARGARET BUSINESSWOMAN

Occupation: Sales Representative

My education and qualifications: I have lived in the area for 10 years and I love this community. I want to get involved in community affairs. I believe that I am the better person for this position. I will work hard for the constituents of Merced County and not take advantage of my position for financial gain. 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 will fight to protect wildlife in the area. Let's get back on the right track, elect me and I will get the job done right.

I have lots of experience 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.

Elect Margaret for best results!

WORD COUNT STANDARD FOR CANDIDATE STATEMENT AND MEASURE ARGUMENTS

EC § 9

The following are the guidelines for computing the word count for measures and candidate statements.

Dictionary words	one word
Words like: “a”, “the”, “and”, “an”	one word
Abbreviations – UCMERCED , PTA	one word
Abbreviations - U.C.M., P.T.A.	one word
All proper nouns (people, places and things), including geographical names. Examples: County of Merced, Merced Community College District, Merced Unified School District, Bay Regional Park District, Bay Area Rapid Transit District. Merced County Fire Protection District Yosemite National Park Merced High School School Facilities Improvement District No.1 Bay Area	one word
Whole Numbers - Digits (1 - 10 - 100, etc.) Spelled out numbers - One Hundred, Ten Thousand	one word one for each word
Number combinations (1990, 1990-1991, 100%)	one word
Dates	one word
Monetary amounts: If the dollar sign is used with figures - \$1,000 Spelled out (one thousand dollars)	one word three words
Hyphenated words: That appears 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. Online dictionaries do not apply. (Grammar rules do not apply)	one word
Normal punctuation	not counted
Telephone Numbers	one word
Website Addresses (i.e. www.com.etc)	one word
If measure designation (example: Measure “A”) is used in the text	one word

NOVEMBER 8, 2022 GENERAL ELECTION - CALENDAR OF EVENTS

Below the dates, "E" stands for Election Day, followed by the number of days prior to (-) or after (+) Election Day.

Asterisk (*) dates indicate that the deadline falls on a Saturday, Sunday, or a holiday; in most cases, the deadline will move forward to the next business day.

Dates and events exclusive to candidate filing are posted in blue.

June 30, 2022 E-131	<p>Statewide Ballot Propositions Last day for statewide initiative or referendum measures, constitutional amendments, bond measures, or other legislative measures to qualify for the general election ballot. California Constitution Article II §8(c) & EC § 9040</p>
July 4, 2022 E- 127	<p>County Holiday (Independence Day) – Office Closed</p>
July 6, 2022 E-125	<p>Jurisdictional Boundary Changes Deadline Last day for jurisdictions consolidating their elections to file boundary changes with the county elections official. EC § 12262</p>
<p style="color: blue;">July 18, 2022 August 12, 2022 E-113 to E-88</p>	<p style="color: blue;">Candidate Filing Period – Declaration of Candidacy & Nomination Documents During this period, candidates may obtain and file their Declaration of Candidacy and Nomination Documents with the Merced County Elections Office. EC § 8020</p>
<p style="color: blue;">July 18, 2022 August 12, 2022 E-113 to E-88</p>	<p style="color: blue;">Candidate Statement of Qualifications Filing Period Between these dates, candidates may prepare a Candidate Statement of Qualifications on a form provided by the Merced County Registrar of Voters to be printed in the Sample Ballot Booklet. The statement shall not exceed 200 words (250 if a state legislative office) and the candidate will be required to pay the predetermined advance payment. The statement shall be filed in an electronic format and advance payment made at the time nomination documents are returned for filing. The statement may be withdrawn, but not changed, during the period for filing nomination documents and until 5 p.m. of the next working day after the close of the nomination period. In addition to the restrictions set forth in §13307, any candidate's statement submitted shall be limited to a recitation of the candidate's own personal background and qualifications, and shall not in any way make reference to other candidates for that office or to another candidate's qualifications, character, or activities. The elections official shall not cause to be printed or circulated any statement that the elections official determines is not so limited or that includes any reference prohibited by this section. EC § 13307 & 13308</p>
<p style="color: blue;">July 18, 2022 August 12, 2022 E-113 to E-88</p>	<p style="color: blue;">Statement of Economic Interests-Form 700 – Candidate Requirement Filing Period Between these dates, all candidates (except candidates for federal office) must file a Statement of Economic Interests-Form 700 disclosing their investments, interests in real property, and any income received during the previous 12 months. Elected incumbents who have a statement on file for the same jurisdiction will not be required to file a Form 700. GC § 87200 et seq.</p>
<p style="color: blue;">August 2, 2022* E-98</p>	<p style="color: blue;">Campaign Disclosure – Semi-Annual Reporting Deadline Last day to file semi-annual campaign disclosure statements, if required, by all candidates and committees for the period ending June 30, 2022. GC § 84200 & 84218</p>

<p>August 12, 2022 E-88</p>	<p>Candidate Filing – 5 p.m. Deadline Last day for candidates to obtain and file their Declaration of Candidacy, Nomination Documents, Candidate Statements of Qualifications, Statements of Economic Interests-Form 700 by the 5 p.m. deadline. EC § 8020, 10603, & 13307, GC § 87200 et seq</p>
<p>August 12, 2022 E-88</p>	<p>Consolidation of Election - Final Submission of Resolutions Final deadline for local jurisdictions to submit the resolution to consolidate their election with the November 8, 2022 General Election and submit any measure text and a 75 word ballot question. EC § 10403, 10403.5, 10401 & 13247</p>
<p>August 12, 2022 E-88</p>	<p>Voting Assistance Centers and Ballot Drop-Off Location On this date, the county elections officials must calculate the location and number of drop-off locations and voting assistance centers based on specific ratios of the number of voters registered as of this date. EC § 4005</p>
<p>August 12, 2022 E-88</p>	<p>Ballot Measures – Tax Rate Statement or Fiscal Impact Report – 5 p.m. Deadline Last day to file Tax Rate Statement or Fiscal Impact Report for any local measure appearing on the ballot. EC § 9160, 9400 et seq., and other statutes may apply</p>
<p>August 12, 2022 E-88</p>	<p>Ballot Measures – Impartial Analysis – 5 p.m. Deadline Last day for County Counsel to transmit to the Merced County Registrar of Voters an Impartial Analysis of each county, community college, school or special district ballot measure appearing on the ballot showing the effect on existing law and the operation of the measure. The impartial analysis shall not exceed 500 words and will be printed in the Ballot Sample/Voter Information Booklet. EC § 9160, 9313, 9500</p>
<p>August 13, 2022 August 17, 2022 E-87 to E-83</p>	<p>Candidate Filing – Extension Period Extension period for anyone other than the incumbent to file a Declaration of Candidacy and Nomination Documents if the incumbent did not file by August 12, 2022. This provision does not apply if there is no incumbent eligible to be elected. EC § 8022 & 8024</p>
<p>August 15, 2022 E-85</p>	<p>Ballot Measures – Letter Assignment Last day to assign a letter designation to each local measure that will appear on the ballot that was filed by E-88. EC § 13116</p>
<p>August 17, 2022 E-83</p>	<p>Ballot Measures – Amendment or Withdrawal 5 p.m. Deadline Notwithstanding any other provision of law, whenever a legislative body has ordered that a measure or proposal be submitted to the voters of any jurisdiction at a special election, the order shall not be amended or withdrawn after the 83rd day prior to the election. The order of election shall be amended or withdrawn upon the filing of a resolution by the legislative body stating the specifics concerning the amendment or withdrawal. The resolution shall be filed with the election official not later than the 83rd day prior to the election. EC § 9605</p>
<p>August 17, 2022 E-83</p>	<p>Political Party Endorsements for Voter-Nominated Offices Last day for the chairperson of any qualified political party to submit to the county elections official a list of all candidates for voter-nominated office who will appear on any ballot in the</p>

	<p>county in question and who have been endorsed by the party. The county elections official shall print any such list that is timely received in the official sample ballot. EC § 13302(b)</p>
<p>August 18, 2022 E-82</p>	<p>Candidate Name Placement – Randomized Alphabet Drawing The Secretary of State shall conduct a drawing of the letters of the alphabet to determine the order of the names of the candidates to appear on the ballot. The resulting random order of letters constitutes the alphabet for all offices other than multi-county state legislative offices. In addition, and only if applicable, the candidate’s names will be rotated pursuant to EC § 13111. For candidates for multi-county state legislative offices, the county elections official shall conduct a randomized alphabet drawing. EC § 13112</p>
<p>August 22, 2022 E-78</p>	<p>Ballot Measures – Argument For or Against – 5 p.m. Deadline Last day to file arguments for or against any local measure appearing the ballot. Arguments must be filed in an electronic format to the Merced County Registrar of Voters no later than 5 p.m. on this date. Arguments shall not exceed 300 words in length and must be accompanied by a Statement of Accuracy and signed by the author(s). Forms are available from the Merced County Registrar of Voters. Each argument shall be titled either “Argument in Favor of Measure...” or “Argument Against Measure....” (letter designation to be filled in after assignment). EC § 9162 - 9166, 9315, 9316, 9502, 9503 & 9600</p>
<p>August 29, 2022 E-71</p>	<p>Ballot Measures – Rebuttal Argument – 5 p.m. Deadline If both an argument in favor of and an argument against any measure have been filed, the county elections official shall send copies of each argument to the opposing author(s). The opposing author(s) may, if desired, file rebuttal arguments in an electronic format no later than 5 p.m. on this day. Rebuttal arguments shall not exceed 250 words and must be accompanied by a Statement of Accuracy and signed by the author(s). Forms are available from the Merced County Registrar of Voters. Each argument shall be titled either “Rebuttal to Argument in Favor of Measure ...” or “Rebuttal to Argument Against Measure ...” (letter designation to be filled in after assignment). EC § 9167, 9317, 9504 & 9600</p>
<p>September 1, 2022 E-68</p>	<p>Certified List of Candidates Deadline Last day for the Secretary of State to transmit the certified list of candidates. EC § 8148, 8149 & 13111</p>
<p>September 9, 2022 E-60</p>	<p>Military and Overseas Voters (Vote By Mail Applications) The first day county elections officials may process applications for military and overseas voters' ballots. The application must include the statement that the voter cannot vote an absentee ballot during the normal absentee voting period because of military or other contingencies that preclude normal mail delivery. EC § 300(b) & 3103</p>
<p>September 9, 2022 E-60</p>	<p>Report of Voter Registration – 60 Day County Reporting On or before this day, each county elections official shall prepare and send to the Secretary of State a detailed summary of the number of persons registered by party affiliation, by county and each political subdivision as of the 60th day (September 7th). EC § 2187(a)(c)(5)</p>
<p>September 12, 2022 October 25, 2022 E-57 to E-14</p>	<p>Write-In Candidate Filing Period All non-presidential write-in candidates who desire to have his or her votes counted for a particular office must file a Statement of Write-In Candidacy along with the requisite number</p>

	<p>of signatures, if any, for such office. Nomination documents for write-in candidacy may be obtained from and delivered to the Merced County Registrar of Voters between the 57th day and 14th day prior to the election.</p> <p>EC § 8601</p>
<p>September 29, 2022 E-40</p>	<p>Campaign Disclosure – Pre-Election Reporting Last day for candidates and committees to file campaign disclosure statements covering the period 07/1/22 – 09/24/22. GC § 84200.5 & 84200.7</p>
<p>September 29, 2022 October 18, 2022 E-40 to E-21</p>	<p>State Voter Information Guides Mailing Period Mailing range for voters to receive the State Voter Guide. EC § 9094 (a)(c)</p>
<p>September 29, 2022 October 18, 2022 E-40 to E-21</p>	<p>County Voter Information Guide Mailing Period During this period, voters receive their County Voter Information Guide in the mail. The booklet will also contain Voting Assistance Center location and information regarding accessibility to disabled citizens. EC § 13300 & 13304</p>
<p>October 10, 2022* November 1, 2022 E-29 to E-7</p>	<p>Vote by Mail Ballots Any registered voter may apply for a vote by mail ballot. Ballots must be obtained from and returned to the Merced County Registrar of Voters either in person, via authorized representative, or by mail. Applications received prior to 29 days before the election will be processed during this period. EC § 3001, 3003, 3006, 3009 & 3017</p>
<p>October 10, 2022* E-29</p>	<p>County Holiday (Columbus Day) – Office Closed</p>
<p>October 10, 2022* E-29</p>	<p>Polling Places & Precinct Boards At least 29 days prior to the election, the county elections official shall establish precincts, define precinct boundaries, designate polling places for each precinct, and appoint precinct board members. EC § 12286</p>
<p>October 10, 2022* E-29</p>	<p>Mailed Ballot Precincts On this day the county elections official shall begin mailing official ballots to voters residing in mailed ballot precincts, along with a notice indicating there will be no polling place for this election. EC § 3005</p>
<p>October 24, 2022 E-15</p>	<p>Last Day to Register to Vote Closing date for any qualified elector to register or re-register to vote in the upcoming election. A person, who has moved, changed his or her name or wishes to change political party preference, must re-register by this date. A properly executed registration shall be deemed effective upon receipt of the form by the Merced County Registrar of Voters if any of the following apply:</p> <ul style="list-style-type: none"> • The affidavit is postmarked on or before the 15th day prior to the election and received by mail by the Merced County Registrar of Voters. • The affidavit is submitted to the Department of Motor Vehicles or accepted by any other public agency designated as a voter registration agency pursuant to the

	<p>National Voter Registration Act of 1993 (42 U.S.C. §1973gg) on or before the 15th day prior to the election.</p> <ul style="list-style-type: none"> The affidavit is delivered to the Merced County Registrar of Voters by means other than those described in paragraphs (2) and (3) on or before the 15th day prior to the election. <p>EC § 2102, 2107, 2115, 2116 & 2152</p>
<p>October 24, 2022 E-15</p>	<p>Report of Voter Registration – 15 Day County Reporting On or before this day, each county elections official shall prepare and send to the Secretary of State a detailed summary of the number of persons registered by party affiliation, by county and each political subdivision as of the 15th day (October 24th).</p> <p>EC § 2187(a)(c)(6)</p>
<p>October 25, 2022 E-14</p>	<p>Write-In Candidate Filing - Deadline Last day to file Statement of Write-in Candidacy and nomination documents by 5 p.m.</p> <p>EC § 8601</p>
<p>October 25, 2022 November 1, 2022 E-14 to E-7</p>	<p>New Residents Registrations for new residents and citizens shall begin the 14th day prior to an election and end on the 7th day prior to election day. This registration must be executed in the Merced County Registrar of Voters, and the new resident shall vote a new resident's ballot in that office. The new resident is eligible to vote for President and Vice-President and no other office.</p> <p>EC § 332 & 3400</p>
<p>October 25, 2022 November 8, 2022 E-14 to E-0</p>	<p>Conditional Voter Registration Voters may register and vote a conditional ballot during the 14 days prior to the election, including Election Day. Conditional Voter Registration is available at the Merced County Registrar of Voters or a Voting Assistance Center located within Merced County.</p> <p>EC §2170</p>
<p>October 25, 2022 November 8, 2022 E-14 to E-0</p>	<p>New Citizens A new citizen registering to vote after the close of registration shall provide the Merced County Registrar of Voters with proof of citizenship prior to voting, and shall declare that he or she has established residency in California. New citizens vote a regular ballot.</p> <p>EC § 331, 3500 & 3501</p>
<p>October 26, 2022 E-13</p>	<p>Notice of Central Counting Place Last day for the county elections official to submit a notice for legal publication specifying the public place to be used to tally votes when ballots are to be counted in a central counting place. The notice shall be published one time, no later than 10 days before the election.</p> <p>EC §12109</p>
<p>October 27, 2022 E-12</p>	<p>Notice of Polling Places Last day for the county elections official to submit a notice for legal publication the list of polling places designated for each election precinct. The notice shall be published one time, no later than 7 days before the election.</p> <p>EC § 12105</p>
<p>October 27, 2022 E-12</p>	<p>Campaign Disclosure – Second Pre-Election Reporting Last day for candidates and committees to file campaign disclosure statements covering the period 09/25/22 – 10/22/22.</p> <p>GC § 84200.5 & 84200.7</p>

<p>October 28, 2022 E-11</p>	<p>Processing Vote By Mail Ballots First day the Merced County Registrar of Voters may begin to process (open, prepare and tabulate) vote by mail ballots for the upcoming election. No results of ballot tabulation may be released until the polls close on election day. EC § 15101</p>
<p>November 2, 2022 November 8, 2022 E-6 to E-0</p>	<p>Vote by Mail Ballots – Late Conditions On or between these dates, any voter may apply in person to obtain a vote by mail ballot from the Merced County Registrar of Voters. Voters unable to request a ballot in person may designate, in writing, any person as an authorized representative to obtain and return the vote by mail ballot on their behalf. EC § 3021</p>
<p>November 8, 2022 November 11, 2022* E-0 to E+3</p>	<p>Vote by Mail Ballots Returned Vote by mail ballots may be turned in to any Voting Assistance Center within Merced County or the Merced County Registrar of Voters by 8 p.m. on Election Day. Vote by mail ballots must be postmarked on or before November 8th. Merced County Registrar of Voters must receive the postmarked vote by mail ballot by November 9th. EC § 3017 & 3020</p>
<p>November 8, 2022 E-0</p>	<p>Election Day Voting Assistance Centers are open from 7 a.m. to 8 p.m. on Election Day. Ballot tabulation will begin immediately after 8 p.m. and run continuously until all ballots are tabulated and results are posted online at www.MercedElections.org and are submitted to the Secretary of State. EC § 14212 & 15150</p>
<p>November 10, 2022 E+2</p>	<p>Official Canvass The county elections official will begin the tasks of the official canvass. EC § 335.5, 15301, 15302 & 15360</p>
<p>November 11, 2022 E+6</p>	<p style="text-align: center;">County Holiday (Veterans Day) – Office Closed</p>
<p>December 8, 2022 E+30</p>	<p>Completion of Official Canvass & Certify Results No later than this date, the county elections official must complete the official canvass, certify the results, and submit it to the Board of Supervisors and to each jurisdiction that consolidated their election on the primary ballot. EC § 15372 & 15400</p>
<p>December 9, 2022 E+31</p>	<p>Statement of Vote to Secretary of State No later than this date, the county elections official shall send, by registered mail, one complete copy of the Statement of Votes Cast to the Secretary of State. EC § 15375</p>
<p>December 12, 2022 E+34</p>	<p>Certificate of Election Approximately on this date, the elections official shall prepare and deliver to each person elected or nominated, a certificate of election or nomination signed by the elections official. EC § 15401</p>
<p>January 31, 2023</p>	

<p>E+86</p>	<p>Campaign Disclosure – Semi-Annual Reporting Last day to file semi-annual campaign disclosure statements, if required, by all candidates and committees for the period ending December 31, 2022. GC § 84200 & 84218</p>
<p>Within 30 Days of Assuming Office</p>	<p>Statement of Economic Interests (Form 700) – All Newly Elected Officials All newly elected officials must complete and file a Statement of Economic Interests (Form 700) within 30 days of assuming office. GC § 87200 et seq.</p>

CAMPAIGN DISCLOSURE INFORMATION

The Political Reform Act requires candidate to file campaign statements disclosing contributions received and expenditures made. The statutory requirements of the Political Reform Act are contained in Sections 81000-91015 of the California Government Code and enforced by the Fair Political Practices Commission (FPPC).

You may contact the Technical Assistance Division of the Fair Political Practices Commission at the following: **1102 Q Street, Suite 3000, Sacramento, CA 95811; (916)322-5660, 1(800) ASK-FPPC;** www.fppc.ca.gov

Summary of Disclosure Forms

Form Name	Description
Form 501 Candidate Intention	Basic form that must be filed prior to soliciting or receiving any contributions.
Form 410 Statement of Organization	To organize a committee and obtain a Committee ID Number from the state. Form 410 must be filed within 10 days of receiving \$2,000 in contributions.
Form 460 Recipient Committee Campaign Statement	For use by candidate or officeholder who has formed a controlled committee, or who has raised or spent or will raise or spend \$2,000 or more during a calendar year in connection with an election to office, or holding office.
Form 470 Candidate and Office Holder Campaign Statement Short Form	This form is used by candidates who do not have controlled committee, and do not anticipate raising or spending \$2,000 or more in a calendar year. If Form 470 is filed on or before the 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 \$2,000.
Form 470 Supplement	A candidate who filed Form 470 in connection with an election and subsequently receives contributions or makes expenditures totaling \$2,000 or more is required to file this form.

<p style="text-align: center;">Form 496 Late Independent Expenditure Report</p>	<p>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.</p>
<p style="text-align: center;">Form 497 Late Contribution Report</p>	<p>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>

Filing Requirements

In addition to the election-specific filing listed, all candidates with qualified committees are required to file semi-annual campaign statements no later than July 31st and January 31st.

Tax ID Numbers

Some banks may require a committee to obtain a Tax ID Number before opening an account. Please contact the Internal Revenue Service for further details. You may apply for ID number using IRS Form SS-4.

Please note that the Committee ID Numbers issued to you by the Secretary of State is separate and distinct from the Tax ID Number you may obtain from the IRS. The two numbers are not interchangeable.

CAMPAIGN DISCLOSURE ITEMS TO REMEMBER

1. **Be informed:** Study FPPC Campaign Disclosure Manual 2. Local candidates should ask their election official about any local campaign restrictions.
2. **Before raising or spending any money:** File FPPC 501 (Candidate Intention Statement). Then open a special campaign bank account. Once \$2,000 is raised or spent, get an identification number by filing FPPC form 410.
3. **Don't spend personal funds:** Any personal funds used for campaign purposes must first be deposited in your special campaign bank account, unless they are used for a candidate's statement published in the Voter Information Guide and/or for a filing fee. You have the choice of depositing your personal funds in your campaign bank account as a contribution or a loan to your committee.
4. **Keep good records:** Maintain details on contributions and expenditures of \$25.00 or more. Refer to record keeping guidelines in FPPC Campaign Disclosure Manual 2.
5. **Purchases:** If any campaign goods or services are purchased, disclose sub-vendors and amount they were paid.
6. **\$100 or more in cash?** Never accept or spend \$100 or more in cash.
7. **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.
8. **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. Each late contribution report must have a unique report number to be issued by the filer.
9. **Multiple contributions from one source:** Keep track of each check. Report the aggregate amount.
10. **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. Make sure to always keep receipts of all purchases.
11. **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 you wish to use your committee's name and your name is not part of it, then you must use both your name and the name of the committee.
12. **Disclose original loan sources:** List any loan, even a personal loan to the candidate, all or partly used for the campaign. Also disclose all loan guarantors of \$100 or more.
13. **No personal use of campaign funds:** Use campaign funds only for political, legislative or governmental purposes.
14. **Mark your calendar:** Know the due dates for campaign statements and file on time.

VOTE BY MAIL VOTER INFORMATION AVAILABLE FOR PURCHASE

\$25.00 for each report requested

Candidates and political campaigns frequently utilize vote by mail voter information in their campaigns. The regular vote by mail voter period (VBM ballots are mailed upon receipt of written request from the voter) is 29 calendar days before the election through Election Day. The last day a vote by mail ballot can be **mailed** from our office is seven days before the election.

Vote by Mail Voter List or **Vote by Mail Customer Report**

A vote by mail report is prepared each weekday starting on the 29th day before the election. This report is a listing of all applications processed, ballots issued, and ballots returned the previous day. The report also shows residence and mailing address, political party, date application received, date ballot mailed, date ballot was returned, voting precinct and vote by mail precinct. The list also shows telephone number (if available), birth date, state of birth, affidavit number and date of registration. This report may also be transmitted electronically by FTP.

Three options are available:

1. AVMJ004 – listed by **Application Date**,
2. AVMJ010 – Listed by **Issue Date**, and
3. AVMJ011 – Listed by **Return Date**



All transactions are nonrefundable, and there are no exchanges on ordered reports

An **Application and Use Agreement** needs to be completed and approved for each purchase. Advance notice of 24 hours and prepayment (or deposit) is required before our office starts any work on your request.

For more information regarding vote by mail voter data, please contact the Registrar of Voters Office at **(209) 385-7541**.

VOTE BY MAIL INFORMATION

Uniform Application for Vote by Mail Ballot [EC § 3306, 3307, 3007.5](#)

It is recommended that any vote by mail ballot application intended for mass reproduction be approved by the Registrar of Voters prior to its distribution to ensure compliance with current law.

- 1) [EC § 3007](#) requires that 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, 18402](#)
- 2) [EC § 3006](#) specifically permits preprinting only the voter's name, residence address, date of birth, and the name and date of the election for which the application is being made.
- 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. The 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 not be forwarded.
- 8) Bar-coded affidavit or voter identification numbers on applications must meet approval of the Elections Department prior to distribution. To avoid possible problems, candidates and committees are advised to obtain voter information directly from the Elections Department.
- 9) Applications for vote by mail ballots must be made in writing and be received by the Elections Department no later than the 7th day before the election.

Candidates and committees may receive applications for vote by mail ballots. Applications must be submitted to the Elections Department within 72 hours of receipt. Candidates and committees may not collect, receive or handle voted vote by mail ballots.

Applications for vote by mail ballots are available on the Merced County's web site www.mercedelections.org (Under Department/Elections/Vote by Mail)

DEFINITION OF “MASS MAILING”

“Mass Mailing” means over two hundred substantially similar pieces of mail, but does not include a form letter or other mail which is sent in response to an unsolicited request, letter or other inquiry. [GC § 82041.5](#)

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). [GC § 84305](#)

(Amended by Stats. 1989, Ch. 764, Sec. 1.)

IDENTIFICATION OF SENDERS OF A “SLATE MAILER”

(a) No slate mailer organization or committee primarily formed to support or oppose one or more ballot measures shall send a slate mailer unless:

(1) The name, street address, and city of the slate mailer organization or committee primarily formed to support or oppose one or more ballot measures are shown on the outside of each piece of slate mail and on at least one of the inserts included with each piece of slate mail in no less than 8-point roman 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 street address of the slate mailer organization or the committee primarily formed to support or oppose one or more ballot measure is a matter of public record with the Secretary of State’s Political Reform Division.

(2) At the top or bottom of the front side or surface of at least one insert or at the top or bottom of one side or surface of a postcard or other self-mailer, there is a notice in at least 8-point roman boldface type, which shall be in a color or print which contrasts with the background so as to be easily legible, and in a printed or drawn box and set apart from any other printed matter. The notice shall consist of the following statement:

	NOTICE TO VOTERS	
	THIS DOCUMENT WAS PREPARED BY (name of slate mailer organization or committee primarily formed to support or oppose one or more ballot measures), NOT AN OFFICIAL POLITICAL PARTY ORGANIZATION. Appearance in this mailer does not necessarily imply endorsement of others appearing in this mailer, nor does it imply endorsement of, or opposition to, any issues set forth in this mailer. Appearance is paid for and authorized by each candidate and ballot measure which is designated by an *.	

(3) The name, street address, and city of the slate mailer organization or committee primarily formed to support or oppose one or more ballot measures as required by paragraph (1) and the notice required by paragraph (2) may appear on the same side or surface of an insert.

(4) Each candidate and each ballot measure that has paid to appear in the slate mailer is designated by an *. Any candidate or ballot measure that has not paid to appear in the slate mailer is not designated by an *.

The * required by this subdivision shall be of the same type size, type style, color or contrast, and legibility as is used for the name of the candidate or the ballot measure name or number and position advocated to which the * designation applies except that in no case shall the * be required to be larger than 10-point boldface type. The designation shall immediately follow the name of the candidate, or the name or number and position advocated on the ballot measure where the designation appears in the slate of candidates and measures. If there is no slate listing, the designation shall appear at least once in at least 8-point boldface type, immediately following the name of the candidate, or the name or number and position advocated on the ballot measure.

(5) The name of any candidate appearing in the slate mailer who is a member of a political party differing from the political party which the mailer appears by representation or indicia to represent is accompanied, immediately below the name, by the party designation of the candidate, in no less than 9-point roman type which shall be in a color or print that contrasts with the background so as to be easily legible. The designation shall not be required in the case of candidates for nonpartisan office. (b) For purposes of the designations required by paragraph (4) of subdivision (a), the payment of any sum made reportable by subdivision (c) of Section 84219 by or at the behest of a candidate or committee, whose name or position appears in the mailer, to the slate mailer organization or committee primarily formed to support or oppose one or more ballot measures, shall constitute a payment to appear, requiring the * designation. The payment shall also be deemed to constitute authorization to appear in the mailer.

(Repealed and added by Stats. 2004, Ch. 478, Sec. 9. Effective September 10, 2004.)

[GC § 84305.5.](#)

ELECTION DAY – OBSERVER GUIDELINES

The election process is a public affair and anyone who wishes may observe. However, the vote of the individual citizen is a secret and no one may interfere with a voter's right to cast a secret ballot. Members of the precinct boards are sworn election officials of the County of Merced and have complete responsibility for conducting all phases of the election in their precinct. Certain standards are expected of observers:

- Poll watchers may not interfere in any way with the conduct of the election or with the vote count following the close of polls. Any person who interferes with the election or with a voter is punishable by imprisonment in the state prison for 16 months or two or three years.
[EC § 18502](#)
- The election must be orderly. Do not talk in a loud voice, cause confusion, or congregate inside polls. Do not ask to use telephone or other facilities.
- The area between the official table and the voting booths is for voters only and may not be used as an observer post.
[EC § 14221](#)
- Poll watchers may not sit at the official table or handle any of the official voting equipment, supplies, or ballots.
[EC § 14223](#)
- Poll watchers may not wear candidate badges, discuss candidates, how a voter voted, or bring any campaign material into the polling place. This constitutes electioneering and is illegal. Electioneering may not be conducted within 100 feet of a polling place. The term "100 feet of a polling place" means distance of 100 from the room or rooms in which voters are signing the Roster-Index and casting ballots. The blue "POLLING PLACE 100" signs which are posted outside, indicate the 100-foot boundary for electioneering. Violation of this section is a misdemeanor.
[EC § 18370](#)
- No one may be within 100 feet of a polling place while wearing a firearm or peace officer or security guard uniform except: (1) An armed uniformed guard or security personnel who is at the polling place to cast his/her vote; (2) A peace officer who is conducting official business in the course of his/her public employment or who is at the polling place to cast his/her vote; (3) A private guard or security personnel hired or arranged for by a city or county elections official; (4) A private guard or security personnel hired or arranged for by the owner or manager of the facility or property in which the polling place is located if the guard or security personnel is not hired or arranged solely for the day in which an election is held.
[EC § 18544](#)
- The Precinct Board will attempt to respond to any reasonable, lawful requests from the observers. The Registrar of Voters' office has instructed Precinct Officers to ask unruly poll watchers to leave, and to ask for assistance from the local law enforcement agency, if necessary.

POLITICAL ADVERTISEMENT REQUIREMENTS

Newspapers

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. [EC § 20008](#)

SIMULATED BALLOT REQUIREMENTS

(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:

NOTICE TO VOTERS
(Required by Law)

"This is not an official ballot or an official sample ballot prepared by the Merced County Registrar of Voters 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.

(c) The superior court, in any case brought before it by any registered voter, may issue a temporary or permanent restraining order or injunction against the publication, printing, circulation, posting, or distribution of any matter in violation of this section, and all cases of this nature shall be in a preferred position for purposes of trial and appeal, so as to assure the speedy disposition thereof. [EC § 20009](#)

PRINTING OF SIMULATED SAMPLE BALLOTS

In addition to any other penalty, any person who prints or otherwise duplicates, or causes to be printed or duplicated, a simulated ballot or simulated sample ballot that does not contain the statement required by Section 20009 or that uses an official seal or insignia in violation thereof, is guilty of a misdemeanor. [EC § 18301](#)

OUTDOOR ADVERTISING: POLITICAL SIGNS (INCLUDING PLACARDS AND POSTERS)

Outdoor Political Advertising – State Law

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

Temporary political signs are those that meet the following criteria:

- 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 the election;
- c. Is no larger than 32 square feet;
- d. Has had a "Statement of Responsibility" filed with the State Department of Transportation. Forms are available at the Merced County Elections Department.

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

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

The State agency responsible for administering outdoor advertising laws including those for political signs is:

STATE OFFICE

Department of Transportation

Division of Traffic Operations
Outdoor Advertising Program
P.O. Box 942874, MS-36
Sacramento, CA 94274-0001
(916) 654-6473 Public
(916) 651-9359 FAX
www.dot.ca.gov
ODA@dot.ca.gov

NORTHERN AREA MANAGER

Department of Transportation

Division of Traffic Operations
Central California
Outdoor Advertising Program
P.O. Box 942874, MS-36
Sacramento, CA 94274-0001
James Arbis
(916) 654-6413

*** Cities have their own Outdoor Advertising codes.
You may visit our website or call the Elections Office for more information.
www.mercedelections.org / (209) 385-7541**

ELECTIONEERING

EC § 18370

No person, on Election Day, or at any time that a voter may be casting a ballot, shall, within 100 feet of a Voting Assistance Center, a satellite location under [EC § 3018](#), or an elections official's office:

- a) Circulate an initiative, referendum, recall, or nomination petition or any other petition.
- b) Solicit a vote or speak to a voter on the subject of marking his or her ballot.
- c) Block access to or loiter near any ballot drop boxes.
- d) Display information or speak to a voter about the voter's eligibility to vote.
- e) Place a sign relating to voters' qualifications or speak to a voter on the subject of his or her qualifications except as provided in [EC § 14240](#).
- f) Do any electioneering.

Any person who violates any of the provisions of this section is guilty of a misdemeanor.

ELECTIONEERING DURING VOTE BY MAIL VOTING

EC § 18371

- a) No candidate or representative of a candidate, and no proponent, opponent, or representative of a proponent or opponent, of an initiative, referendum, or recall measure, or of a charter amendment, shall solicit the vote of an vote by mail voter, or do any electioneering, while in the residence or in the immediate presence of the voter, and during the time he or she knows the absentee voter is voting.
- b) Any person who knowingly violates this section is guilty of a misdemeanor.
- c) This section shall not be construed to conflict with any provision of the federal Voting Rights Act of 1965, as amended, nor to preclude electioneering by mail or telephone or in public places, except as prohibited by [EC § 18370](#), or by any other provision of law.