

# MONO COUNTY ELECTIONS CANDIDATE'S GUIDE



**Looking for additional information not found in the guide?** Please contact the Mono County Registrar's office at (760) 932-5537 or by email at [elections@mono.ca.gov](mailto:elections@mono.ca.gov). Our office hours are Monday through Friday, 8:00 a.m. – 5:00 p.m. We are located at 74 School Street, Annex I, Bridgeport, CA, 93517.

**DISCLAIMER:** We strongly recommend that any prospective candidates obtain legal advice to assist in complying with the applicable California Laws. We compiled this guide in order to help you, the candidate, meet the deadlines and understand the requirements of candidacy. It is distributed with the understanding that the County Registrar is not rendering legal advice and therefore the Candidate's Guide is not to be a substitute for legal counsel for the individual or candidate using it. In case of conflict between this guide and a law, regulation, or rule, the law, regulation, or rule will apply.

All code sections quoted refer to the California Elections Code, unless otherwise stated.



Revised 5/7/2024

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# OFFICES UP FOR ELECTION IN THE NOVEMBER 5, 2024, GENERAL ELECTION

## PARTISAN OFFICES

FEDERAL OFFICES <sup>1</sup>		
OFFICE TITLE	LENGTH OF TERM	NEW TERM BEGINS
United States President	4 years	January 20, 2025 (12:00 noon)

## VOTER-NOMINATED OFFICES

FEDERAL OFFICES <sup>1</sup>		
OFFICE TITLE	LENGTH OF TERM	NEW TERM BEGINS
United States Senator ( <i>partial term</i> )	-	Immediately after certification of the election results
United States Senator ( <i>full term</i> )	6 years	January 3, 2025 <sup>2</sup> (12:00 noon)
United States Representative, 3 <sup>rd</sup> Congressional District	2 years	
STATE LEGISLATURE <sup>1</sup>		
OFFICE TITLE	LENGTH OF TERM	NEW TERM BEGINS
State Assembly, 8 <sup>th</sup> District	2 years	December 2, 2024 <sup>3</sup>

## NONPARTISAN OFFICES

TOWN OF MAMMOTH LAKES			
OFFICE TITLE	SEATS	LENGTH OF TERM	NEW TERM BEGINS
Council Member	2	4 years	Contingent upon the certification of the election results

<sup>1</sup> The top two candidates from the March Primary Election move forward to the November General Election.

<sup>2</sup> The U.S. Constitution mandates that Congress convene at noon on January 3 in each odd numbered year. (Constitution of the United States, 20th Amendment, Section 2).

<sup>3</sup> California legislators assume office the first Monday in the December following their election. (California Constitution, "Article 4, Section 2. (a)(3)).

<b>SCHOOLS</b>			
<b>OFFICE TITLE</b>	<b>SEATS (Number of seats subject to change)</b>	<b>LENGTH OF TERM</b>	<b>NEW TERM BEGINS</b>
Mono County Office of Education Board Member, Trustee Area 1	1	4 years	December 13, 2024 <sup>4</sup>
Mono County Office of Education Board Member, Trustee Area 3	1		
Mammoth Unified School District Board Member	3		
Eastern Sierra Unified School District Board Member, Trustee Area 1	1		
Eastern Sierra Unified School District Board Member, Trustee Area 2	1		
Eastern Sierra Unified School District Board Member, Trustee Area 3	1		
Inyo County Office Of Education Board Member, Area 1 <i>(Coordinated with Inyo)</i>	1		
Bishop Unified School District Board Member <i>(Coordinated with Inyo)</i>	2		
Round Valley Joint Elementary School District Board Member <i>(Coordinated with Inyo)</i>	2		
Inyo-Mono Resource Conservation District Board Member <i>(Coordinated with Inyo)</i>	2		

<sup>4</sup> 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. (Ed Code §5017).

<b>SPECIAL DISTRICTS</b>			
<b>OFFICE TITLE</b>	<b>SEATS (Number of seats subject to change)</b>	<b>LENGTH OF TERM</b>	<b>NEW TERM BEGINS</b>
Antelope Valley Fire Protection District	3	4 years	December 6, 2024 <sup>5</sup> (12:00 noon)
Antelope Valley Water District	5		
Birchim Community Services District	3		
Bridgeport Fire Protection District	2		
Bridgeport Public Utility District	3		
Chalfant Community Services District / Fire Protection District	3		
Hilton Creek Community Services District	2		
June Lake Fire Protection District	3		
June Lake Public Utility District	3		
Lee Vining Fire Protection District	1		
Lee Vining Public Utility District	5		
Long Valley Fire Protection District	3		
Mammoth Community Water District	3		
Mammoth Lakes Community Services District	3		
Mammoth Lakes Fire Protection District	3		
Mono City Fire Protection District	3		
Paradise Fire Protection District	1		
Southern Mono Healthcare District	3		
Tr-Valley Groundwater Management District	4		
Wheeler Crest Community Services District	3		
Wheeler Crest Fire Protection District	3		
White Mountain Fire Protection District	2		

<sup>5</sup> Elective officers, elected or appointed pursuant to this part, take office at noon on the first Friday in December following the general district election. (E.C. §10554).

# QUALIFICATIONS FOR OFFICE

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Unless otherwise specifically provided, no person is eligible to be elected or appointed to an elective office unless that person is a registered voter and otherwise qualified to vote for that office [EC §201].

Many local offices have education and/or certification requirements for holding the office. This publication contains ONLY the requirements for getting a candidate's name on the ballot. We urge all candidates to research the statutes pertaining to the other qualifications for the office in which he or she is interested [EC §13.5].

All candidates for office must complete and file a Form 700-Statement of Economic Interest by the close of the filing period (**see page 6**) [Government Code §87201].

## **CANDIDACY FOR MORE THAN ONE OFFICE**

No person may file Nomination Papers for a party nomination and an independent nomination for the same office, or for more than one office at the same election [EC §8003].

## **VOTER-NOMINATED OFFICES**

For information regarding running for a Voter-Nominated office in the State of California, please see the California Secretary of State's website: <http://www.sos.ca.gov/elections/>

## **TOWN OF MAMMOTH LAKES-TOWN COUNCIL MEMBERS**

Any person, who is a registered voter in the incorporated Town of Mammoth Lakes, is eligible to be a candidate [EC 13, 13.5] [Govt Code 36502].

Candidates wishing to run for Mammoth Lakes Town Council must speak with the Town Clerk at 760-965-3602, or via email at [jgray@townofmammothlakes.ca.gov](mailto:jgray@townofmammothlakes.ca.gov).

## **COUNTY OFFICE OF EDUCATION BOARD**

A candidate for County Office of Education Board must be a registered voter of the district which the person would like to represent. The county Superintendent of Schools, any member of his / her / their staff, or any employee of a school district is not eligible to run for the County Office of Education Board [Education Code 1006].

## **SCHOOL DISTRICTS**

Any person, who is a registered voter within the school district, is not disqualified by any California law, and is not an employee of the school district, is eligible to be a candidate for a school board office.

## **HOSPITAL DISTRICTS**

Any person, who is a registered voter within the hospital district and is not disqualified by any California law, is eligible to be a candidate for a hospital board office. [EC 10508].

## **INYO-MONO RESOURCE CONSERVATION DISTRICT**

Any person, who is a registered voter within the district and is either a landowner in the district or the legal representative of a landowner in the district, is eligible to be a candidate for the Inyo-Mono Resource Conservation District.

## **SPECIAL DISTRICTS**

Any person, who is a registered voter within the district, is eligible to be a candidate.

# LOCAL CANDIDATES' FILING DATES

Filing Period or Deadline	Document	Applicable to
July 15 – August 9, 2024	Declaration of Candidacy / Nomination Papers	All candidates
August 10 – 14, 2024	Candidacy/Nomination Extension Period	Any candidates other than incumbent
When Declaration of Candidacy is filed	Candidate's Statement of Qualifications ( <i>Fee applies</i> )	Optional
When Declaration of Candidacy is filed	Code of Fair Campaign Practices	Optional
When Declaration of Candidacy is filed	FPPC Form 700 - Statement of Economic Interests*	All Candidates (Excludes Federal Candidates)
Before soliciting or receiving any funds, including personal funds	FPPC Form 501 – Candidate Intention	All candidates
See FPPC website for information	FPPC Form 470	All candidates who will raise or spend <b>less</b> than \$2,000
See FPPC website for information	FPPC Forms 410, 460	All candidates who will raise or spend <b>more</b> than \$2,000

\* If a candidate already has filed the FPPC Form 700 in the last 60 days prior to filing for candidacy, an additional Form 700 is not required.

# LOCAL CANDIDATES' FILING FEES

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THERE ARE NO LOCAL CANDIDATES' FILING FEES FOR THE NOVEMBER 5, 2024 GENERAL ELECTION.

- *Town of Mammoth Lakes candidates for Town Council are not required to pay a filing fee.*
- *No filing fee is required from any candidate for an office for which no fixed compensation is payable, or for which the annual salary is two thousand five hundred dollars (\$2,500) or less.*



# BECOMING A CANDIDATE FOR OFFICE

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## SIGNATURES IN LIEU OF FILING FEE

A candidate may submit a petition containing signatures of registered voters in lieu of paying the filing fee to run for office. The signatures submitted may cover all or a portion of the filing fee.

➤ ***Obtaining Signatures In-Lieu-Of-Filing Fee Petitions:*** [EC §8105, 8106]

THERE ARE NO LOCAL CANDIDATES' FILING FEES FOR THE NOVEMBER 5, 2024 GENERAL ELECTION. THERE WILL BE NO SIGNATURES IN LIEU OF FILING FEE PETITIONS.

## DECLARATION OF CANDIDACY [EC §8002.5, 8020, 8023, 8028, 8101, 8105, 8121]

The Declaration of Candidacy is the official nomination document, wherein the candidate indicates how his / her / their name and ballot designation is to appear on the ballot. Additionally, the candidate declares that the statutory and/or constitutional qualifications for the office sought are met, and that if nominated, the candidate will accept the nomination and not withdraw.

No candidate's name shall be printed upon the primary ballot unless the candidate files a Declaration of Candidacy in the office of the County Clerk, Elections Department between the dates of **July 15, 2024 and August 9, 2024**, by 5:00 p.m. At the time of filing, the candidate must state the office for which the candidate is running and must pay the applicable filing fee by check payable to the Mono County Clerk. Filing fees are not refundable in the event that the candidate fails to qualify as a candidate. Only forms issued by the County Clerk, elections department may be used.

➤ ***Obtaining the Declaration of Candidacy:***

A Declaration of Candidacy form can be filed with the Elections Department beginning on **July 15, 2024 through August 9, 2024**, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday (excluding holidays). The form will be issued directly to the candidate or to someone bearing written authorization from the candidate.

Candidates wishing to run for Mammoth Lakes Town Council must speak with the Town Clerk at 760-965-3602, or via email at [jgray@townofmammothlakes.ca.gov](mailto:jgray@townofmammothlakes.ca.gov).

➤ ***Deadlines***

**5:00 p.m., August 9, 2024** – All candidates

**5:00 p.m., August 14, 2024** – Extended filing period if any incumbent does not file.

**NOMINATION PAPERS** [EC §8020, 8041, 8062-8070]

Nomination Papers must be signed by voters residing within the district in order to be counted. The required number of signatures (not less than 20 but no more than 30) on the Nomination Papers are to be obtained by either the candidate or appointed circulators of the candidate. If an office is not listed below, then there are no nomination signatures required for that office.

Office name	Nomination Signatures Required
Voter-Nominated offices	Visit the California Secretary of State's website: <a href="http://www.sos.ca.gov/elections/">http://www.sos.ca.gov/elections/</a>
Town of Mammoth Lakes – Town Council Members	20 to 30

➤ ***Obtaining the Nomination Papers***

After a candidate files the Declaration of Candidacy, the corresponding County or Town Elections Official will issue Nomination Papers, if Nomination Papers are required for the office\*.

\* Candidates for Special Districts and School Districts are not required to obtain nomination signatures [EC §15000, 10603].

➤ ***Petition Circulator Information:*** [EC §106]

A candidate for any office may circulate petitions in order to obtain signatures, and may sign his / her / their own Nomination Petition. The candidate's signature will have the same effect as that of any other qualified signer. Either the candidate, or someone to whom the candidate gives permission, may circulate petitions. Circulators of Nomination Papers must be 18 years of age. The notary section must be completed by a California notary or by an elections official. If the circulated documents are being returned by the original circulator, no notary is required. If the circulated documents are being returned by someone other than the original circulator, the notary section must be completed. This applies to each nomination document. [EC 104].

➤ ***Qualified Signers:*** [EC §100]

A person who is a registered voter at the time the Nomination or Signatures In-Lieu of Filing Fee Petitions are signed by that voter is entitled to sign it. At the time of signing the petition or paper, each voter shall personally sign, and print his / her / their name and place of residence (P.O. Boxes are not allowed). The residence must indicate the street and number, and if no street or number exists, then a description of the place of residence (i.e. cross streets).

A qualified signer may only sign one candidate's Nomination or Signatures In-Lieu of Filing Fee Petition per office, unless the race has more than one open seat to be filled.

➤ **Validation of Signatures:**

The following guidelines will be used when validating signatures on Nomination or Signatures In-Lieu of Filing Fee Petitions.

A signature is **INVALID** if the signer:

- Is not a registered voter;
- Provides a signature on the petition that does not match the signature on the voter's affidavit of registration;
- Uses a P.O. Box number for residence;
- Uses a mail drop number for residence;
- Provides an address that is different from the voter's residence address on the affidavit of registration on record;
- Does not reside in the appropriate district;
- Signs a Nomination Paper for a party-nominated office and is not registered with the same political party as the candidate seeking party-nominated office or those parties allowing cross-over voting;
- Prints his/her/their name for the signature, unless registered as such;
- Does not provide full name (first and last); and / or
- Uses ditto marks for an address.

➤ **Deadlines**

**5:00 p.m., August 9, 2024** – All candidates

**5:00 p.m., August 14, 2024** – Extended filing period if any incumbent does not file.

## **BALLOT DESIGNATIONS** [EC §13107 & CCR §20710 et seq.]

The candidate may request a ballot designation to appear under the candidate's name on the ballot, but is not required to, and may leave the space for such designation blank. In order to notify the Elections Official of the candidate's intention to forego a designation, the word "none" must be written on the application in the appropriate space. "None" will not appear on the ballot. A Ballot Designation worksheet will be provided by the Elections Official at the time Nomination Papers are requested. Additional information about Ballot Designations can be obtained on the Secretary of State's web page by visiting:

<http://www.sos.ca.gov/administration/regulations/current-regulations/elections/ballot-designations/>

Candidates who wish to have a ballot designation appear under the candidate's name may choose only ONE of the following:

### **BALLOT DESIGNATION GUIDE**

<b>Office Title</b>	
Words designating the elective city, county, district, state or federal office which the candidate holds at the time of filing the Nomination Papers to which he or she was elected by vote of the people, or to which he or she was appointed, in the case of a Superior Court Judge.	<i>Examples:</i> Representative in Congress, 19 <sup>th</sup> District  Member of the Board of Supervisors
<b>Superior Court Judge [EC 13107]</b>	
A candidate for superior court judge who is an active member of the State Bar and practices law as one of his or her principal professions shall use of the following examples as his or her ballot designation: (see examples) The designations "Attorney" and "Lawyer" may be used in combination with one other current principal profession, vocation, or occupation of the candidate during the calendar year immediately preceding the filing of nomination documents.	<i>Examples:</i> Attorney Attorney at Law Lawyer Counselor at Law
<b>Incumbent</b>	
The word "incumbent" if the candidate is a candidate for the same office which he or she holds at the time of filing the nomination papers, and was elected to that office by a vote of the people.	<i>Example:</i> Incumbent
<b>Appointed Incumbent</b>	
The phrase "appointed incumbent" if the candidate holds an office other than a judicial office by virtue of appointment, and the candidate is a candidate for election to the same office, or, if the candidate is a candidate for election to the same office or to some other office, the word "appointed" and the title of the office. In either instance, the candidate may not use the unmodified word "incumbent" or any words designating the office unmodified by the word "appointed".	<i>Examples:</i> Appointed Incumbent Appointed Governing Board Member Appointed City Council Member

<b>Principal Occupation, Vocation, or Profession in 3 Words or Less</b>	
<p>The candidate may use a generic form of their principal profession, vocation, or occupation in <u>no more than three words</u>. Note: California geographical names will be considered one word.</p> <p>See the following for <b>Restrictions on Occupational Designations</b>.</p>	<p><i>Examples of <b>acceptable</b> designations:</i> Farmer, school teacher, small business owner, legislator</p> <p><i>Examples of <b>acceptable</b> designations denoting a vocation:</i> <i>Housewife, homemaker, parent, mother, father</i></p> <p><i>Examples of <b>unacceptable</b> designations:</i> Sunkist Farmer, Owner of McDonald's</p>
<p><b>NO MISLEADING DESIGNATIONS:</b> The designation must not mislead the voter. No acronyms.</p>	<p><i>Example:</i> You cannot use "teacher" if you volunteer as a teacher at Sunday School and are not a credentialed teacher</p>
<p><b>NO STATUSES:</b> The designation must be the candidate's principal occupation or vocation and cannot be a status.</p>	<p><i>Example of <b>unacceptable</b> designations:</i> Activist, taxpayer, patriot, concerned citizen, husband, wife, or veteran</p>
<p><b>NO ABBREVIATION OF THE WORD "RETIRED"</b> No abbreviation of the word "retired" may be used and "retired" may not be placed following any word or words it modifies.</p>	<p><i>Examples of <b>acceptable</b> designations:</i> Retired Police Officer</p> <p><i>Examples of <b>unacceptable</b> designations:</i> Ret. Police Officer Police Officer, Retired</p>
<p><b>NO PREFIXES:</b> No prefix that indicates prior status may be used, except for the word "retired" (see above).</p>	<p><i>Examples of <b>unacceptable</b> designations:</i> Former Surgeon Ex-School Principal</p>
<p><b>NO POLITICAL PARTY:</b> The name of a political party may not be used, whether or not it has been qualified for the ballot. Note: Central Committee candidates are the exception to this rule.</p>	<p><i>Examples of <b>unacceptable</b> designations:</i> Republican Legislator Democratic Congressman</p>
<p><b>NO UNLAWFUL ACTIVITIES:</b> No references related to any activity, which is prohibited by law, may be used.</p>	<p><i>Examples of <b>unacceptable</b> designations:</i> Drug Dealer</p>
<p><b>NO RACIAL, RELIGIOUS, OR ETHNIC GROUP:</b> No words may be used that refer to a racial, religious, or ethnic group.</p>	<p><i>Examples of <b>acceptable</b> designation:</i> <i>Priest</i></p> <p><i>Examples of <b>unacceptable</b> designation:</i> <i>Catholic Priest</i></p>

## **CANDIDATES' STATEMENT OF QUALIFICATIONS** [EC §13307 – 13308]

The optional Candidate's Statement shall be filed in the office of the County Clerk when the candidate's Nomination Papers are returned for filing no later than **5:00 p.m., August 9, 2024**.

The County Clerk shall send to each voter, together with the sample ballot, a voter's pamphlet which contains the written statements of each candidate that is prepared. The statement of each candidate shall be printed in type of uniform size and darkness, and with uniform spacing.

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 voter's pamphlet.

### ➤ ***Time for Filing:***

The Candidate's Statement of Qualifications **must be filed on a form provided by the County Clerk, Elections Department at the time of filing Nomination Papers.**

The Candidate's Statement of Qualifications is optional and may be withdrawn, but not changed, during the period for filing Nomination Papers and until 5:00 P.M. of the next working day after the close of the nomination period [EC 13307].

### ➤ ***Cost of Statement:***

All costs in the handling of the Candidate's Statement of Qualifications must be paid by each candidate at the time of filing.

### ➤ ***Schedule of Costs – Estimate:***

Printing of Candidate's Statement of Qualifications in sample ballot: English \$250.00; Spanish \$250.00. This amount is due no later than the candidate filing deadline. The Candidate must inform the Elections Department whether or not they wish to have a Spanish translation at the time of filing, translation costs will be billed to the candidate after the election.

***These costs are only estimated costs. Actual charges may be more or less depending on actual printing charges, translation costs, number of pamphlets required and number of candidates using the service and appearing on the same ballot pamphlet. The County Clerk will bill you any difference after the election.***

### ➤ ***Guidelines Regarding Statements:***

Each candidate for elective office in any local agency, city, county, or district may prepare a candidate's statement. Such statement may include the name, age, occupation of the candidate, and brief description of no more than 200 words of the candidate's education and qualifications expressed by the candidate himself or herself. Such statement shall not include the party affiliation of the candidate, nor membership or activity in partisan political organizations.

If you choose to submit a Statement of Qualifications, you must adhere to the following instructions:

- This statement may contain your name, age, occupation, and a brief description of no more than **200 words** of your education and qualifications.
- Statements shall be in upper and lower case. Capitalization is only allowed at the beginning of a sentence or for proper nouns. No **bold type**, underlines, or *italics* may be used. The statement must

be in block paragraph - no bullets, stars or asterisks are allowed. Tables or lists of items or phrases should not be vertical or indented, but must be strung together in paragraph format.

- Statements must be **TYPED** on the form provided, or printed separately and adhered to the form for filing.
- An **ELECTRONIC COPY** of your statement is also required.
- Your statement will be printed EXACTLY as submitted, and in the format prescribed by Elections Code 13307; therefore, all statements should be carefully checked for content, spelling, punctuation and grammar before submission.
- Statements that are not in compliance with the format as described in the Candidates' Guide will be reformatted and set in uniform type by the elections official.

### **CODE OF FAIR CAMPAIGN PRACTICES** [EC §20400, 20440]

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

The purpose in creating the Code of Fair Campaign Practices is to give voters guidelines in determining fair play and to encourage candidates to discuss issues instead of untruths or distortions [EC §20400].

At the time an individual files his or her Declaration of Candidacy, Nomination Papers, or any other paper evidencing an intention to be a candidate for public office, the Clerk shall give the individual a blank form of the Code of Fair Campaign Practices and a copy of this chapter. The Clerk shall inform each candidate for public office that subscription to the code is voluntary [EC §20440].

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

# REGULATIONS CONCERNING POLITICAL CAMPAIGNS

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## POLITICAL ADVERTISEMENT REQUIREMENT

Any paid political advertisement which refers to an election or to any candidate for state or local elective office and which 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 REQUIREMENT

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:

<p style="text-align: center;">Notice to Voter (Required by Law)</p> <p>"This is not an official ballot or an official sample ballot prepared by the county elections official or the Secretary of State.</p> <p>"This is an unofficial, marked ballot prepared by (insert name and address of the person or organization responsible for preparation thereof)."</p>
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Such notice is not required in any editorial or other statement appearing in a regularly published newspaper or magazine other than a paid political advertisement [EC §20009].

No such simulated ballot or simulated sample ballot shall bear any official seal or the insignia of any public entity, nor shall any such seal or the insignia appear upon the envelope in which it is mailed or otherwise delivered [EC §20009].

b) 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].



## **MASS MAILING AT PUBLIC EXPENSE**

No campaign newsletter or other mass mailing shall be sent at public expense [*Government Code §89001*].

## **REQUIREMENTS FOR MASS MAILING** [*Government Code §84305; EC §18303*]

A candidate, candidate-controlled committee established for an elective office for the controlling candidate, or political party committee shall not 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 that is in a color or print that 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 candidate's, candidate-controlled committee established for an elective office for the controlling candidate's, or political party committee's address is a matter of public record with the Secretary of State.

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.

A candidate, candidate-controlled committee established for an elective office for the controlling candidate, or political party committee shall not send a mass electronic mailing unless the name of the candidate or committee is shown in the electronic mailing preceded by the words "Paid for by" in at least the same size font as a majority of the text in the electronic mailing.

For purposes of this section, the following terms have the following meaning:

"Mass electronic mailing" means sending more than 200 substantially similar pieces of electronic mail within a calendar month.

To "pay for" a share of the cost of a mass mailing means to make, to promise to make, or to incur an obligation to make, any payment to any person for the design, printing, postage, materials, or other costs of the mailing, including salaries, fees, or commissions, or as a fee or other consideration for an endorsement or, in the case of a ballot measure, support or opposition, in the mailing.

## **PRINT ADVERTISEMENTS**

"Advertisement" means any general or public communication that is authorized and paid for by a committee for the purpose of supporting or opposing a candidate or candidates for elective office or a ballot measure or ballot measures.

Any advertisement paid for by a committee that is a political party committee or a candidate-controlled committee established for an elective office of the controlling candidate shall include the words "Paid for by" followed by the name of the committee as it appears on the most recent Statement of Organization [*Government Code §84504.5*].

## **VIDEOS**

A video advertisement, including television and videos disseminated over the Internet, shall include the required disclosures in writing at the beginning or end of the advertisement in a text that is of sufficient size to be readily legible to an average viewer and in a color that has a reasonable degree of contrast with the background of the advertisement for at least four seconds. The required disclosure must also

be spoken during the advertisement if the written disclosure appears for less than five seconds of a broadcast of 30 seconds or less or for less than 10 seconds of a broadcast of 60 seconds or more [Government Code §84504.5].

## **TELEPHONE CALLS**

This section does not apply to telephone calls made by the candidate, the campaign manager, or individuals who are volunteers

A candidate, candidate-controlled committee established for an elective office for the controlling candidate, political party committee, or slate-mailer organization shall not expend campaign funds, directly or indirectly, to pay for telephone calls that are similar in nature and aggregate 500 or more in number, made by an individual, or individuals, or by electronic means and that advocate support of, or opposition to, a candidate, ballot measure, or both, unless during the course of each call the name of the candidate, candidate controlled committee established for an elective office for the controlling candidate, political party committee, or slate mailer organization that authorized or paid for the call is disclosed to the recipient of the call. Unless the organization that authorized the call and in whose name it is placed has filing obligations under this title, and the name announced in the call either is the full name by which the organization or individual is identified in any statement or report required to be filed under this title or is the name by which the organization or individual is commonly known, the candidate, candidate controlled committee established for an elective office for the controlling candidate, political party committee, or slate-mailer organization that paid for the call shall be disclosed.

A candidate, committee, or slate-mailer organization that pays for telephone calls shall maintain a record of the script of the call for the period of time set forth in Government Code Section 84104. If any of the calls qualifying under subdivision (a) were recorded messages, a copy of the recording shall be maintained for that period [Government Code §84310].

## **DISTRIBUTION OF PRECINCT POLLING PLACE INFORMATION**

Every person is guilty of a misdemeanor who knowingly causes to be mailed or distributed, or knowingly mails or distributes literature to any voter which includes a designation of the voter's precinct polling place other than a precinct polling place listed for that voter in an official precinct polling list that constituted the latest official precinct polling list at some time not more than 30 days prior to the mailing or distribution [EC §18302].

## **ELECTIONEERING NEAR POLLING PLACE** [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 polling place or an election official's office:

- a) Circulate an initiative, referendum, recall, nomination petition or any other petition.
- b) Solicit a vote or speak to a voter on the subject of marking the voter's ballot.
- c) Place a sign relating to voters' qualifications or speak to a voter on the subject of the voter's qualifications except as provided in EC §14240.
- d) Do any electioneering [EC §319.5].

As used in this section "100 feet of a polling place or an election official's office" means a distance 100 feet from the room or rooms in which voters are signing the roster and casting ballots.

Any person who violates any of these provisions is guilty of a misdemeanor.

## **POLITICAL SIGNS**

The placement of political signs may be regulated by the state, county, or city, depending upon the location of such signs:

### **State of California:**

Under provisions of the State Outdoor Advertising Act, signs may not be placed within the rights-of-way of any public road or highway or adjacent to a landscaped freeway: and signs may not be placed adjacent to a Federal-aid or Primary or an Interstate highway unless they are in compliance with the controls set forth in detail in the Act. Before signs are placed in unincorporated areas within 660 feet of the right-of-way of a Federal-aid or Primary or an Interstate highway, a **Statement of Responsibility must be completed and returned to the Department of Transportation district office. This statement is available online at:** <https://dot.ca.gov/programs/traffic-operations/oda/political-signs>

The Department of Transportation district office is prepared to answer any questions candidates may have about the state law regulating campaign signs. Candidates may write to: Department of Transportation, Encroachments & Permits, 500 South Main Street, Bishop, CA., 93514. The telephone number is (760) 872-0674, and the fax number is (760) 872-5215.

### **Mono County:**

Political signs cannot be placed within a county right-of-way [*County Code Sec 13.04.020.3*]. If you have questions about whether or not an area is within a county right-of-way, contact the Mono County Public Works Department at (760) 932-5440. Additional restrictions regarding the placement of signs may also apply. Please contact Mono County Community Development at (760) 924-1800.

### **Town of Mammoth Lakes:**

Political signs shall not exceed six square feet and shall not be located within any State or Town right-of-way or on public property. A campaign sign may be displayed on a wooden post or wire frame, shall be no taller than four feet, and shall be removed within five days following the election. Political signs within 660 feet of a State highway shall comply with the Outdoor Advertising Act.

For more information please contact the Town of Mammoth Lakes at (760) 965-3602.

# CAMPAIGN DISCLOSURE REQUIREMENTS

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

The statutory requirements of the Political Reform Act are now contained in Sections 81000 through 91014 of the California Government Code. Information and assistance relating to campaign reporting obligations under the Act may be obtained from your local elections official or from the Technical Assistance Division of the Fair Political Practices Commission (FPPC):

**E-Mail:** [advice@fppc.ca.gov](mailto:advice@fppc.ca.gov)

**Toll Free Helpline:** 1-866-ASK-FPPC

**Telephone Hours:** Monday – Thursday, 9:00 am-11:30 am

**Website:** <http://www.fppc.ca.gov/>

**Filing is the responsibility of the candidate or committee.** It is the responsibility of the candidates and/or committees to be aware of and to file the required campaign disclosure statements in a correct and timely manner. Late statements are subject to a \$10 per day late filing fee.

Below is a list of filing forms that a candidate may be required to file. Please contact the FPPC with any questions regarding the proper completion of the forms. It is the candidate's responsibility to file the proper forms in a timely manner.

**Form 501 - Candidate Intention Statement**

**Form 470 – Officeholder/Candidate Campaign Statement – Short Form**

**Form 410 - Statement of Organization**

**Form 460 – Consolidated Campaign Disclosure Form**

**Form 497 - 24 Hour Contribution Report**

**Form 700 – Statement of Economic Interest**

## Fair Political Practices Commission Filing Calendar

<b>Filing Deadline</b>	<b>Type of Statement</b>	<b>Period Covered by Statement</b>	<b>Method of Delivery</b>
July 31, 2024	Semi-Annual	1/1/24 – 6/30/24	Personal Delivery First Class Mail
Within 24 Hours	<p>Contribution Reports</p> <p>File if you receive \$1,000 or more from a single source or if you give \$1,000 or more to another candidate.</p> <p>If you receive a non-monetary contribution of \$1,000 or more, file Form 497 within 48 hours.</p>	8/7/24 – 11/5/24	<p>Personal Delivery</p> <p>Guaranteed Overnight Service</p> <p>Fax</p>
September 26, 2024	1 <sup>st</sup> Pre-Election	7/1/24 – 9/21/24	Personal Delivery First Class Mail
October 24, 2024	2 <sup>nd</sup> Pre-Election	9/22/24 – 10/19/24	Personal Delivery Guaranteed Overnight Service
January 31, 2025	Semi-Annual	10/20/24 – 12/31/24	Personal Delivery First Class Mail

Please see the FPPC Filing Calendar for more information.

<http://www.fppc.ca.gov/learn/campaign-rules/where-and-when-to-file-campaign-statements/when-to-file-campaign-statements-state-local-filing-schedules.html>

# REQUESTING VOTER INFORMATION

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Voter registration information is available to persons or groups for political purposes. If you would like to request voter registration information from the Mono County Registrar of Voter's office, you will need to complete an application and pay a fee. The application form and fee schedule are available on the Mono County Elections website: <http://monocounty.ca.gov/elections/page/voter-registration-information-request-form> [EC § 2188, 2189].

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