

**Fair Political Practices Commission  
Filing Schedule for  
City and County General Purpose Recipient Committees  
Making Contributions or Independent Expenditures in Connection with the November 6, 2018 Election**

<b>Deadline</b>	<b>Period</b>	<b>Form</b>	<b>Notes</b>
<b>Jul 31, 2018</b> <i>Semi-Annual</i>	*– 6/30/18	<a href="#">450</a> or <a href="#">460</a>	<ul style="list-style-type: none"> <li>All committees must file Form 450 or Form 460.</li> </ul>
<b>Within 10 Days</b> <i>Independent Expenditure Verification</i>	Ongoing	<a href="#">462</a>	<ul style="list-style-type: none"> <li>Committees making independent expenditures must file this form with the FPPC.</li> <li>Email only - no paper copy.</li> <li>Committees file only one Form 462 per election for each candidate or measure supported or opposed by an independent expenditure.</li> </ul>
<b>Within 10 Business Days</b> <i>\$5,000 Report (Local Ballot Measure Qualification Payments)</i>	Ongoing	<a href="#">496</a> <a href="#">497</a>	<ul style="list-style-type: none"> <li><b>496:</b> Report independent expenditures totaling \$5,000 or more to support or oppose the <b>qualification</b> of a single local ballot measure.</li> <li><b>497:</b> Report contributions totaling \$5,000 or more to support or oppose the <b>qualification</b> of a single local ballot measure.</li> <li><b>Contributions Received:</b> List all new contributions of \$100 or more received by the committee that have not been previously reported in connection with the qualification of the measure up through the date of the \$5,000 or more payment.</li> <li><b>Where to File:</b> File in the jurisdiction of the local measure and not necessarily where the committee files its regular campaign statements.</li> <li><b>Method of Filing:</b> File by personal delivery, e-mail, guaranteed overnight service, fax, or online, if available.</li> </ul>
<b>Within 24 Hours</b> <i>Election Cycle Reports</i>	8/8/18 – 11/6/18	<a href="#">496</a> <a href="#">497</a>	<ul style="list-style-type: none"> <li><b>496:</b> File if an independent expenditure of \$1,000 or more in the aggregate is made in connection with a candidate or measure being voted upon November 6, 2018.</li> <li><b>497:</b> File if a contribution of \$1,000 or more in the aggregate is made to a candidate or measure being voted upon November 6, 2018.</li> <li>File by personal delivery, e-mail, guaranteed overnight service, fax, or online, if available.</li> </ul>
<b>Sep 27, 2018</b> <i>1<sup>st</sup> Pre-Election</i>	7/1/18 – 9/22/18	<a href="#">450</a> or <a href="#">460</a>	<ul style="list-style-type: none"> <li>File if contributions or independent expenditures totaling \$500 or more are made.</li> </ul>
<b>Oct 25, 2018</b> <i>2<sup>nd</sup> Pre-Election</i>	9/23/18 – 10/20/18	<a href="#">450</a> or <a href="#">460</a>	<ul style="list-style-type: none"> <li>File if contributions or independent expenditures totaling \$500 or more are made.</li> </ul>
<b>Jan 31, 2019</b> <i>Semi-Annual</i>	10/21/18 – 12/31/18	<a href="#">450</a> or <a href="#">460</a>	<ul style="list-style-type: none"> <li>All committees must file Form 450 or Form 460.</li> </ul>

## Fair Political Practices Commission

### Additional Notes:

- **\* Period Covered:** The period covered by any statement begins on the day after the closing date of the last statement filed, or January 1, if no previous statement has been filed.
- **Local Ordinance:** Always check on whether additional local rules apply.
- **Deadline Extensions:** Deadlines are extended when they fall on a Saturday, Sunday, or an official state holiday. This extension does not apply to the deadline for a Form 497 due the weekend before the election, or to any Form 496. Such reports must be filed within 24 hours regardless of the day of the week. Statements filed after the deadline are subject to a \$10 per day late fine.
- **Method of Delivery:** All paper filings may be filed by first class mail unless otherwise noted. A paper copy of a report may not be required if a local agency requires online filing pursuant to a local ordinance.
- **Committee Status:** A city or county committee may make contributions or independent expenditures in connection with other elections. Generally, a city committee is one that spends more than 70% of its funds in connection with elections in one city, and a county committee is one that spends more than 70% of its funds in connection with elections in one county. See [FPPC Regulation 18227.5](#) to determine whether your committee is a city, county or state committee.
- **Public Documents:** All forms are public documents. Campaign manuals and instructional materials are available at [www.fppc.ca.gov](http://www.fppc.ca.gov). Click on Learn, then Campaign Rules.
- **Form 511 – Paid Spokesperson Report:** File within 10 days of making either of the following expenditures related to an advertisement to support or oppose a ballot measure: 1) A payment totaling \$5,000 or more to an individual to appear in an advertisement, or 2) A payment of any amount to an individual portraying a member of a licensed occupation (i.e., nurse, doctor, firefighter).
- **Multipurpose Organizations (including non-profits):** A multipurpose organization that uses its general dues account to make contributions or expenditures may qualify as a major donor or independent expenditure committee and may be required to report payments on Campaign Form 461. Such an organization will qualify as a recipient committee if expenditures exceed \$50,000 in a 12-month period or \$100,000 in four consecutive calendar years. An organization that qualifies as a recipient committee may need to file reports disclosing contributors. See the [Campaign Disclosure Manual 4, Chapter 15](#), for complete instructions.