

**Fair Political Practices Commission  
Candidates for Local Office  
Committees Primarily Formed to Support/Oppose Local Candidates  
Committees Primarily Formed to Support/Oppose Local Measures  
Being Voted on March 5, 2013**

<b>Deadline</b>	<b>Period</b>	<b>Form</b>	<b>Notes</b>
<b>Within 24 Hours</b> <i>Contribution/ Independent Expenditure Reports</i>	<b>1/1/13 – 3/4/13</b>	<a href="#">462</a> & <a href="#">496</a> <a href="#">497</a>	<ul style="list-style-type: none"> <li>▪ <b>462:</b> Primarily formed committees making independent expenditures (“IEs”) must file this form with the FPPC within 10 days of making an IE.</li> <li>▪ <b>496:</b> File if independent expenditures of \$1,000 or more are made. <b>Candidates and primarily formed ballot measure committees: Do not file for expenditures made on your own committee’s behalf.</b></li> <li>▪ <b>497:</b> File if a contribution of \$1,000 or more is received.</li> <li>▪ <b>497:</b> File if a contribution of \$1,000 or more is made to <i>another</i> candidate or <i>another</i> measure being voted upon March 5, 2013.</li> <li>▪ <b>Deadlines:</b> File within 24 hours (see note on pg. 2).</li> <li>▪ The recipient of a non-monetary contribution of \$1,000 or more must file a Form 497 report within 48 hours from the time the contribution is received.</li> <li>▪ File personal delivery, guaranteed overnight service, or fax.</li> </ul>
<b>Jan 31, 2013</b> <i>Semi-Annual</i>	<b>thru – 12/31/12</b>	<a href="#">460</a> <a href="#">470</a>	<ul style="list-style-type: none"> <li>▪ <b>Incumbents:</b> File Form 460 if you had an open campaign committee in 2012. If you did not have an open committee and filed the Form 470 on or before July 31, 2012, this semi-annual statement is not required.</li> <li>▪ <b>Candidates:</b> An individual who filed candidacy papers in 2012 must file Form 460 or Form 470 to disclose activity for that year. <b>Ballot Measure Committees:</b> A committee formed in 2012 for a ballot measure voted on March 5, 2013, must file Form 460.</li> </ul>
<b>Jan 24, 2013</b> <i>Pre-Election</i>	<b>1/1/13 – 1/19/13</b>	<a href="#">460</a> <a href="#">470</a>	<ul style="list-style-type: none"> <li>▪ Ballot measure committees must file Form 460.</li> <li>▪ Each candidate listed on the ballot must file Form 460 or Form 470 (see pg. 2).</li> </ul>
<b>Feb 21, 2013</b> <i>Pre-Election</i>	<b>1/20/13 – 2/16/13</b>	<a href="#">460</a>	<ul style="list-style-type: none"> <li>▪ Candidate and ballot measure committees must file Form 460.</li> <li>▪ File by personal delivery or guaranteed overnight service only.</li> </ul>
<b>Jul 31, 2013</b> <i>Semi-Annual</i>	<b>2/17/13 – 6/30/13</b>	<a href="#">460</a>	<ul style="list-style-type: none"> <li>▪ Candidate and ballot measure committees must file Form 460.</li> </ul>
<b>Jan 31, 2014</b> <i>Semi-Annual</i>	<b>7/1/13 – 12/31/13</b>	<a href="#">460</a>	<ul style="list-style-type: none"> <li>▪ Candidate and ballot measure committees must file Form 460 unless the committee filed termination Forms 410 and 460 before December 31, 2013.</li> </ul>

## Fair Political Practices Commission

Depending on committee activity, one or all of the following reports may also be required:

- **460 - Ballot Measure Quarterly Report:** Prior to the semi-annual period in which the measure(s) supported or opposed is being voted upon, primarily formed ballot measure committees must file quarterly campaign statements in addition to semi-annual statements. Following the election, quarterly statements may also be required.
- **465 - Supplemental Independent Expenditure Report:** Committees that make independent expenditures of \$1,000 or more to another candidate or measure file this report. Candidates see prohibition below.
- **511 - Paid Spokesperson Report:** File within 10 days of making an expenditure totaling \$5,000 or more to an individual to appear in an advertisement to support or oppose a ballot measure.

- **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.
- **Method of Delivery:** All paper filings are filed by personal delivery or first class mail unless otherwise noted.
- **Filing Deadlines:** Deadlines are extended when they fall on a Saturday, Sunday, or an official state holiday. This extension does not apply to 24-hour independent expenditure reports (Form 496) and the deadline for the Form 497 that is due the weekend before the election. Such reports must be filed within 24 hours regardless of the day of the week. Late statements are subject to a \$10 per day late fine.
- **Candidate - Form 460 or 470:** Use Form 470-if less than \$1,000 is raised/spent in 2013. Use Form 460 if \$1,000 or more is raised/spent in 2013 and also file Form 410, Statement of Organization. Note: All candidates must file Form 501 before soliciting contributions.
- **Form 470:** Candidates who do not have a committee and do not raise/spend \$1,000 in 2013 may file Form 470 once a year on or before January 24, 2013. If, later during the calendar year, a campaign committee must be opened, a Form 470 Supplement must be filed.
- **Unpaid Officeholders/Judges:** Elected officers whose salaries are less than \$200 per month and judges who are not listed on a ballot are not required to file the semi-annual statement due January 31, 2013 if no contributions were received or expenditures made from July 1 through December 31.
- **Candidates:** After an election, reporting requirements will depend on whether the candidate is successful and whether a campaign committee is open.
- **Prohibition on Candidate Independent Expenditures:** A candidate controlled committee may not make independent expenditures to support or oppose candidates and may not contribute to another committee for the purpose of making independent expenditures to support or oppose other candidates.
- **Local Ordinance:** Always check if additional local rules apply.
- **Public Documents:** All forms are public documents. Campaign manuals and instructional materials available at [www.fppc.ca.gov](http://www.fppc.ca.gov), click on the [Campaign](#) link.
- **Effective January 1, 2013, the following legislation takes effect. Check the FPPC website for updates:**
  - 24-hour contribution/independent expenditure reports must be filed during the 90 day period before an election. An additional form affirming the independent nature of the expenditure will be required. (AB 481)
  - Local agencies may require electronic filings. (AB 2452)
  - All committees required to file Form 410 must pay a \$50 annual fee to the Secretary of State to fund improvements in the electronic filing system. (SB 1001)