

Fair Political Practices Commission
State and County General Purpose Recipient Committees
State and County Major Donor and Independent Expenditure Committees
Making Contributions or Independent Expenditures in Connection With a November 5, 2013 Local Election

Deadline	Period	Form	Notes
			<ul style="list-style-type: none"> ▪ Contributions of \$1,000 or more: A state or county committee that makes a contribution of \$1,000 or more, 90 days before the local election, must file Form 497. File with the committee’s regular filing officer. ▪ Independent Expenditures of \$1,000 or more: A state or county committee that makes an independent expenditure of \$1,000 or more, 90 days before the local election, must file Form 496 and Form 465 with the city’s filing official, and Form 462 with the FPPC. ▪ State and county committees making contributions in connection with a city election are not required to file pre-election reports on September 26, 2013 and October 24, 2013. As noted below, certain reports are due on these dates if a committee makes contributions of \$10,000 or more (Form 495) or independent expenditures of \$1,000 or more.
Within 24 Hours <i>Contribution/Independent Expenditure Reports</i>	8/7/13 – 11/4/13	462 & 496 497	<ul style="list-style-type: none"> ▪ 462: File if independent expenditures (“IEs”) of \$1,000 or more are made. File this form with the FPPC. ▪ 496: File if independent expenditures of \$1,000 or more are made. A Form 465 is required on January 31, 2014, if IEs of \$1,000 or more are made between October 20, 2013 and December 31, 2013 to support or oppose a candidate or a ballot measure being voted upon in the November 5, 2013, election. ▪ 497: File if contributions of \$1,000 or more are made during the period in connection with a candidate or measure. ▪ Deadlines: File Forms 496 and 497 within 24 hours (see note on page 2). File Form 462 within 10 days of making an IE.
Sep 26, 2013 <i>Special Report</i>	7/1/13 – 9/21/13	465	<ul style="list-style-type: none"> ▪ Supplemental Independent Expenditure Report: File if the committee makes independent expenditures totaling \$1,000 or more during the period covered by the statement to support or oppose a candidate or a ballot measure being voted upon in the November 5, 2013, election.
Oct 24, 2013 <i>Special Reports</i>	9/22/13 – 10/19/13 thru – 10/19/13	465 495/460	<ul style="list-style-type: none"> ▪ Supplemental Independent Expenditure Report: File Form 465 if the committee makes independent expenditures totaling \$1,000 or more during the period covered by the statement to support or oppose a candidate or a ballot measure being voted upon in the November 5, 2013, election. ▪ Supplemental Pre-Election Report: Recipient committees file Forms 495/460 if contributions totaling \$10,000 or more are made in connection with the November 5, 2013, election. ▪ File personal delivery or guaranteed overnight service or electronically with the committee’s regular filing officer.

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Additional Election Report

Depending on committee activity, the following report may also be required:

- **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.
- **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) or to those 24-hour contribution reports (Form 497) that are due the weekend before the election. 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 are to be filed by personal delivery or first class mail unless otherwise noted.
- **Committee Status:** A county or state committee may make contributions and independent expenditures in connection with other elections. See FPPC regulation [18227.5](#) to determine whether your committee is a city, county or state committee. A “city” or “county” committee is one that spends 70% of its funds in connection with elections in one city or one county, respectively. All other committees are “state” committees, spending on state elections and in multiple jurisdictions throughout the state.
- A committee that makes payments in connection with elections held on a date other than November 5, 2013 must consult the appropriate filing schedule.
- **Public Documents:** All forms are public documents. Campaign manuals and instructional materials available at www.fppc.ca.gov, click on the [Campaign](#) link.
- **Effective January 1, 2013, the following legislation took effect. Check the FPPC website for updates:**
 - 24-hour contribution/independent expenditure reports must be filed during the 90 day period before an election. Form 462 affirming the independent nature of the expenditure is required. (AB 481)
 - Local agencies may require electronic filings. (AB 2452)