

**Fair Political Practices Commission  
Filing Schedule for  
Candidates and Controlled Committees for Local Office  
Being Voted on November 3, 2015**

<b>Deadline</b>	<b>Period</b>	<b>Form</b>	<b>Notes</b>
<b>Jul 31, 2015</b> <i>Semi-Annual</i>	<b>1/1/15 – 6/30/15</b>	<a href="#">460</a> <a href="#">470</a>	<ul style="list-style-type: none"> <li>Form 460: All committees must file Form 460.</li> <li>Form 470: Candidates who filed candidacy papers on or before June 30, who do not have open committees, and who will not raise or spend \$1,000 or more in 2015, file Form 470.</li> </ul>
<b>Within 24 Hours</b> <i>Contribution Reports</i>	<b>8/5/15 – 11/2/15</b>	<a href="#">497</a>	<ul style="list-style-type: none"> <li>File if a contribution of \$1,000 or more in the aggregate is received from a single source.</li> <li>File if a contribution of \$1,000 or more is made in the aggregate to <i>another</i> candidate or measure being voted upon November 3, 2015.</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, e-mail, guaranteed overnight service, fax or online.</li> </ul>
<b>Sep 24, 2015</b> <i>Pre-Election</i>	<b>7/1/15 – 9/19/15</b>	<a href="#">460</a> <a href="#">470</a>	<ul style="list-style-type: none"> <li>Each candidate listed on the ballot must file Form 460 or Form 470 (see below).</li> </ul>
<b>Oct 22, 2015</b> <i>Pre-Election</i>	<b>9/20/15 – 10/17/15</b>	<a href="#">460</a>	<ul style="list-style-type: none"> <li>All committees must file Form 460.</li> <li>File by personal delivery, guaranteed overnight service or online.</li> </ul>
<b>Feb 1, 2016</b> <i>Semi-Annual</i>	<b>thru – 12/31/15</b>	<a href="#">460</a>	<ul style="list-style-type: none"> <li>All committees must file unless the committee filed termination Forms 410 and 460 before December 31, 2015.</li> <li>The January 31, 2016, deadline falls on Sunday, so the deadline is extended to the next business day.</li> </ul>

- **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) 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. Statements filed after the deadline are subject to a \$10 per day late fine.
- **Method of Delivery:** All paper filings are filed by personal delivery or first class mail unless otherwise noted. A paper copy of a report is not required if a local agency requires online filing pursuant to a local ordinance.
- **Form 501:** All candidates must file Form 501 (Candidate Intention Statement) before soliciting/receiving contributions.
- **Form 460:** Candidates who have raised/spent \$1,000 or more file the Form 460. The Form 410 (Statement of Organization) must also be filed once \$1,000 or more has been raised/spent.
- **Form 470:** Candidates who do not have an open committee and do not raise or spend \$1,000 in 2015 may file Form 470. This report is not required if a Form 470 was filed by July 31. If, later during the calendar year, a campaign committee must be opened, a Form 470 Supplement and a Form 410 must be filed.

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- **Candidates:** After an election, reporting requirements will depend on whether the candidate is successful and whether a campaign committee is open.
- **Form 497 – 24-Hour Contribution Report:** File if a contribution of \$1,000 or more is made in connection with a candidate or measure being voted upon in another city, county or state special election, or **made to a political party committee** 90 days before a state special election in 2015.
- **Local Ordinance:** Always check on whether additional local rules apply.
- **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 the [Campaign](#) link.
- Committees making independent expenditures to support or oppose other candidates or ballot measures also file:
  - **462:** A verification form must be e-mailed to the FPPC within 10 days of an independent expenditure of \$1,000 or more.
  - **465:** This form is due on applicable pre-election /semi-annual deadlines in connection with the candidate or ballot measure election.
  - **496:** This form is due within 24 hours when made in a 90-day period of the election. Refer to the candidate or ballot measure election filing schedule.
- As of August 2014, legislation is pending that may change the filing schedule.