

**Fair Political Practices Commission**  
**Filing Schedule for**  
**Local Candidates and Officeholders (Including Superior Court Judges)**  
**Not Being Voted Upon in 2016**

<b>Deadline</b>	<b>Period</b>	<b>Form</b>	<b>Notes</b>
<b>Feb 1, 2016</b> <i>Semi-Annual</i>	* – 12/31/15	460	<ul style="list-style-type: none"> <li>▪ All committees must file this report.</li> <li>▪ The January 31 deadline falls on Sunday, so the deadline is extended to the next business day.</li> <li>▪ <b>Note:</b> Officeholders whose salaries are less than \$200/month and judges do not have to file the semi-annual statement if no contributions were received or expenditures were made during the period.</li> </ul>
<b>Aug 1, 2016</b> <i>Semi-Annual</i>	1/1/16 – 6/30/16	460 470	<ul style="list-style-type: none"> <li>▪ Form 460: All committees must file Form 460.</li> <li>▪ Form 470: See note below.</li> <li>▪ The July 31 deadline falls on a Sunday, so the deadline is extended to the next business day.</li> <li>▪ <b>Note:</b> Officeholders whose salaries are less than \$200/month and judges do not have to file the semi-annual statement if no contributions were received or expenditures were made during the period.</li> </ul>
<b>Jan 31, 2017</b> <i>Semi-Annual</i>	7/1/16 – 12/31/16	460	<ul style="list-style-type: none"> <li>▪ All committees must file this report.</li> <li>▪ <b>Note:</b> Officeholders whose salaries are less than \$200/month and judges do not have to file the semi-annual statement if no contributions were received or expenditures were made during the period.</li> </ul>

**Contribution Reports**

<b>Within 24 Hours</b> <i>Contribution Reports</i>	<b>90 days prior to any election</b>	497	<ul style="list-style-type: none"> <li>▪ File if a contribution of \$1,000 or more is made in the aggregate to <i>another</i> candidate or a measure being voted on in an election or made to a political party committee prior to the state primary and general elections.</li> <li>▪ File by personal delivery, e-mail, guaranteed overnight service, fax or online, if available.</li> </ul>
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- **Local Ordinance:** If making payments in connection with an election, check the appropriate filing schedule and local ordinance, if any.
- **\* 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 an 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 may not be required if a local agency requires online filing pursuant to a local ordinance.

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- **Form 470:** Candidates/officeholders who do not have a committee and do not raise/spend \$2,000 in 2016 may file an annual Form 470 on or before July 31, 2016. No additional filings are required in 2016.
- **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.
  - **496:** This form is due within 24 hours when made in the 90-day period before an election. Refer to the applicable election filing schedule.