

**Fair Political Practices Commission
Filing Schedule for
Committees Primarily Formed to Support/Oppose State Measures
Listed on the November 6, 2018 Ballot**

Deadline	Period	Form	Notes
Jan 31, 2018 <i>Semi-Annual</i>	* – 12/31/17	460	<ul style="list-style-type: none"> All committees must file this report
Within 10 Business Days <i>\$5,000 Report</i>	Ongoing – file anytime other than the 90-day election cycle	497	<p>Only e-filers file this report:</p> <ul style="list-style-type: none"> File if a contribution of \$5,000 or more is received from a single source. No paper copy is required.
Apr 30, 2018 <i>Quarterly</i>	1/1/18 – 3/31/18	460	<ul style="list-style-type: none"> Committees formed for a measure being voted upon November 6, 2018 must file quarterly reports until the pre-election period begins for that election, regardless of activity.
Within 3 Business Days <i>Top Ten Contributor List</i>	Ongoing	T-10	<ul style="list-style-type: none"> Committees primarily formed to support or oppose a state ballot measure that raise \$1,000,000 or more and have received contributions of \$10,000 or more from a single source must file a list of their top ten contributors on Form T-10 with the FPPC. If the requirement is triggered within 16 days before the election, the Form T-10 must be filed within 2 business days.
Jul 31, 2018 <i>Semi-Annual</i>	* – 6/30/18	460	<ul style="list-style-type: none"> All committees must file this report. The period covered is 4/1/18 – 6/30/18 if a quarterly report was filed.
Within 24 Hours <i>Election Cycle Reports</i>	8/8/18 – 11/6/18	496 497	<ul style="list-style-type: none"> File if a contribution of \$1,000 or more in the aggregate is received from a single source. File if a contribution of \$1,000 or more in the aggregate is made in connection with a candidate or another ballot measure being voted on the November 6 ballot or made to a political party committee. E-File only—no paper copy is required.
Sep 27, 2018 <i>1st Pre-Election</i>	7/1/18 – 9/22/18	460	<ul style="list-style-type: none"> All committees must file this report.
Oct 25, 2018 <i>2nd Pre-Election</i>	9/23/18 – 10/20/18	460	<ul style="list-style-type: none"> All committees must file this report. Paper copies must be filed by personal overnight delivery or guaranteed overnight service only.
Jan 31, 2019 <i>Semi-Annual</i>	10/21/18 – 12/31/18	460	<ul style="list-style-type: none"> All committees must file this report.

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Within 10 Business Days <i>Paid Spokesperson Report</i>	Ongoing	511	<ul style="list-style-type: none">▪ File if either of the following expenditures are made 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). E-filers also file online.
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Additional Reports

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

- **Independent Expenditure Reports.** Committees making independent expenditures totaling \$1,000 or more in the aggregate to support or oppose other ballot measures or candidates file:
 - **Form 462:** A verification form must be e-mailed to the FPPC within 10 days.
 - **Form 496:** This form must be filed within 24 hours if made in the 90-day, 24-hour reporting period of the measure's or candidate's election. Refer to the applicable filing schedule. Form 496 is filed with the filing officer in the jurisdiction of the affected measure or candidate.
- **Payments Related to a *Different State Ballot Measure (E-Filers only)*:** File Form 496 (24-hour Independent Expenditure Report) or Form 497 (24-hour Contribution Report) within 10 business days of making payments totaling \$5,000 or more in connection with a *different* state ballot measure. No paper copy is required.
- [Form E-530](#): File within 48 hours of making a payment of \$50,000 or more during the 45 days prior to an election for a communication that identifies a state candidate being voted upon in the election but does not expressly advocate the election or defeat of the candidate. No paper copy is required.

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.
- **E-File:** A state committee that has received contributions or made expenditures totaling \$25,000 or more.
- **Form 460:** All state committees, including e-filers, must also file paper reports. Paper filings may be filed by first class mail unless otherwise noted.
- **Forms 496 and 497:** All reports filed online only.
- **Where to File:** State committees file reports with the Secretary of State.

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- **Deadline Extensions:** Deadlines are extended when they fall on a Saturday, Sunday, or an official state holiday. This extension does not apply to any 24-hour independent expenditure reports (Form 496) or to 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 and are subject to a \$10 per day late fine.
- **Penalties:** Failure to file a statement on time subjects a committee to a fine of \$10 per day on both the paper and the e-filed version (e.g., \$20 per day for a late e-filed Form 460). Failure to file a statement could result in an enforcement penalty of \$5,000 per violation.
- **State Contribution Limits:** Refer to the [contribution limits chart](#) on the FPPC website.
- **Public Documents:** All forms are public documents. Campaign manuals and instructional materials are available at www.fppc.ca.gov. Click on Learn, then Campaign Rules.
- **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 3, Chapter 13](#), for complete instructions.