#### **Fair Political Practices Commission**

# Filing Schedule for Political Party Committees January through December 2024 State Primary and General Elections March 5 and November 5, 2024

**Note:** Political party committees must file pre-election statements in connection with <u>any</u> state election, including a state special election, if the committee receives contributions of \$1,000 or more, or makes contributions or independent expenditures of \$500 or more in connection with a state election. This may be true even if the committee does not make a payment in connection with the particular election by virtue of receiving contributions during the applicable reporting period. This includes state elections held in both even and odd numbered years.

# **Semi-Annual and Pre-Election Deadlines**

Deadline	Period	Form	Notes: Please read notes carefully.			
Jan 31, 2024** Semi-Annual	* – 12/31/23	450 <b>or</b> 460	<ul> <li>All committees must file Form 450 or Form 460.</li> <li>May be filed on January 25, 2024.</li> </ul>			
Jan 25, 2024 1st Pre-Election (March 5 Primary)	1/1/24 – 1/20/24	450 <b>or</b> 460	• File if contributions totaling \$1,000 or more were <i>received</i> or if independent expenditures or contribution totaling \$500 or more were <i>made</i> in connection with the March 5, 2024, election.			
Feb 22, 2024 2 <sup>nd</sup> Pre-Election (March 5 Primary)	1/21/24 – 2/17/24	450 or 460	• File if contributions totaling \$1,000 or more were <i>received</i> or if independent expenditures or contributions totaling \$500 or more were <i>made</i> in connection with the March 5, 2024, election.			
July 31, 2024 Semi-Annual	2/18/24 – 6/30/24	450 or 460	• All committees must file Form 450 or Form 460.			
Sep 26, 2024 1st Pre-Election (Nov 5 General)	7/1/24 – 9/21/24	450 or 460	• File if contributions totaling \$1,000 or more were <i>received</i> or if independent expenditures or contributions totaling \$500 or more were <i>made</i> in connection with the November 5, 2024, election.			
Oct 24, 2024 2 <sup>nd</sup> Pre-Election (Nov 5 General)	9/22/24 – 10/19/24	450 <b>or</b> 460	• File if contributions totaling \$1,000 or more were <i>received</i> or if independent expenditures or contribution totaling \$500 or more were <i>made</i> in connection with the November 5, 2024, election.			
Jan 31, 2025 Semi-Annual	* – 12/31/24	450 <b>or</b> 460	All committees must file Form 450 or Form 460.			

## See next pages for additional reporting information.

www.fppc.ca.gov	Email Advice: advice@fppc.ca.gov	Phone Advice: 1-866-ASK-FPPC	Campaign Filing Schedule	04 State PP 2024 042723	Page 1 of <b>3</b>
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### **Fair Political Practices Commission**

## **Additional Reports**

Deadline	Period	Form	Notes			
Within 24 Hours Election Cycle Reports	12/6/23 – 3/5/24 (Mar 5 Primary) 8/7/24 – 11/5/24 (Nov 5 General)	<u>496</u> <u>497</u>	<ul> <li>496: File if an independent expenditure of \$1,000 or more in the aggregate is <i>made</i> in connection with a candidate or ballot measure listed on the March 5, 2024, ballot, or November 5, 2024, ballot.</li> <li>497: File if a contribution of \$1,000 or more in the aggregate is <i>received</i> from a single source.</li> <li>497: File if a contribution of \$1,000 or more in the aggregate is <i>made</i> to or in connection with a candidate or ballot measure being listed on the March 5, 2024, ballot, or November 5, 2024, ballot or to another political party committee.</li> <li>E-file only. No paper copy is required.</li> </ul>			
Within 10 Days Independent Expenditure Verification	Ongoing	<u>462</u>	<ul> <li>Committees making independent expenditures must file this form with the FPPC by e-mail only. No copy is required.</li> <li>Committees file only one Form 462 per election for each candidate or measure supported or oppose an independent expenditure.</li> </ul>			
Within 10 Business Days \$5,000 Report State Ballot Measure Payments	Ongoing	<u>496</u> <u>497</u>	<ul> <li>496: Report each independent expenditure totaling \$5,000 or more to support or oppose the qualification or passage of a single state ballot measure.</li> <li>497: Report each contribution totaling \$5,000 or more to support or oppose the qualification or passage of a single state ballot measure.</li> <li>Contributions Received: List all new contributions of \$100 or more received by the committee that have not been previously reported up through the date of the \$5,000 or more payment.</li> </ul>			
Within 10 Days Paid Spokesperson Report	Ongoing	<u>511</u>	• File if either of the following expenditures related to an advertisement to support or oppose a ballot measure is made: 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 (e.g., nurse, doctor, firefighter). E-filers must also file a paper copy.***			
Within 48 Hours Issue Advocacy Report	1/20/24 – 3/5/24 (Mar 5 Primary) 9/21/24 – 11/5/24 (Nov 5 General)	<u>E-530</u>	<ul> <li>File if a payment or promise of a payment of \$50,000 or more is made during the 45 days prior to an election for a communication that identifies a state candidate listed on the ballot but does not expressly advocate the election or defeat of the candidate. No paper copy is required.</li> <li>E-file only. No paper copy is required.</li> </ul>			

#### **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.
- \*\*Deadlines: Due to the election being held early in the year, the deadline for the first pre-election statement for calendar year 2024 is earlier than the semi-annual statement for calendar year 2023. A committee active in both calendar years may file the 2023 semi-annual statement on January 25, 2024.

www.fppc.ca.gov	Email Advice: advice@fppc.ca.gov	Phone Advice: 1-866-ASK-FPPC	Campaign Filing Schedule	04 State PP 2024 042723	Page 2 of <b>3</b>
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#### **Fair Political Practices Commission**

- \*\*\*Paper Filings: All paper filings may be filed by first-class mail or by email with a verified digital signature unless otherwise noted. Persons required to file a report or statement by paper with the Secretary of State's Office may instead file by email (<a href="digitalfiling@sos.ca.gov">digitalfiling@sos.ca.gov</a>) with a verified digital signature or other digital means as prescribed by the Secretary of State's Office. Please visit the Secretary of State's <a href="mailto:website">website</a> for more information on how to file with a digital signature. Refer to the filing with a digital signature fact sheet for assistance in creating your digital ID.
- **Deadline Extensions:** Deadlines are extended when they fall on a Saturday, Sunday, or an official state holiday. This extension does not apply to a 24-Hour/10-Day Contribution Report (Form 497) that is due the weekend before an election, and this extension never applies to any 24-Hour/10-Day Independent Expenditure Report (Form 496). Such reports must be filed within 24 hours regardless of the day of the week.
- E-filer: A state committee that has received contributions or made expenditures totaling \$25,000 or more.
- Forms 450 and 460: All state committees, including e-filers, must also file paper statements.\*\*\*
- Forms 496 and 497: Payments for member communications are reportable within 24 hours if the member communication would otherwise be considered a contribution or independent expenditure, and the payments are made during the election cycle.
- State Contribution Limits: Refer to the contribution limits chart on the FPPC website.
- **Penalties:** Late statements and reports are subject 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 or report could result in an enforcement penalty of \$5,000 per violation.
- Public Documents: All statements and reports are public documents.
- **Resources:** Campaign manuals and other instructional materials are available on the <u>Campaign Rules</u> page. Or, visit <u>www.fppc.ca.gov</u> > Learn > Campaign Rules.