

State of California



Fair Political Practices Commission

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Technical Assistance •• Administration •• Executive/Legal •• Enforcement
(916) 322-5662 322-5660 322-3901 322-6441

July 17, 1985

Alice Reimche, City Clerk
City Hall
221 W. Pine St.
Lodi, CA 95240

Re: Filing Officer's Duties to
Provide Campaign Disclosure
Forms and Information Manuals
to Filers
FPPC Advice No. A-85-158

Dear Alice:

You recently asked whether city filing officers are required to provide campaign disclosure statements and informational manuals to persons who are not required to file campaign statements with the city. We have recently been asked the same question by a number of city clerks who indicate that it is a considerable strain on their city's budget to provide copies of these materials to everyone who requests them. The problem most frequently arises because candidates for county offices or for local district offices and committee treasurers find it more convenient to obtain the needed materials from the city clerk, rather than traveling to another location or requesting the materials by mail from their own filing officer.

Gov. Code Section 81010 provides that:

With respect to reports and statements filed
with him pursuant to this title, the filing officer
shall:

(a) Supply the necessary forms and manuals
prescribed by the Commission;

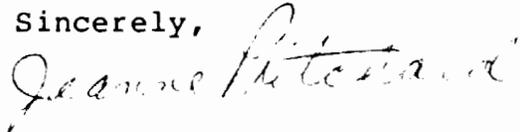
. . . .

This provision means that a city clerk is required to supply forms and informational materials to candidates and committee treasurers who are required to file their campaign statements with the city clerk. There is no requirement in the Political Reform Act that filing officers provide forms and manuals to candidates and treasurers who are not required to file with the filing officer.

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Therefore, it is permissible to advise candidates and treasurers who are not required to file with the city to obtain the forms and informational materials from their own filing officer.

Sincerely,

A handwritten signature in cursive script that reads "Jeanne Pritchard". The signature is written in dark ink and is positioned to the right of the word "Sincerely,".

Jeanne Pritchard
Political Reform Consultant