

# INTRODUCTION

This manual provides important information for slate mailer organizations.

California's Political Reform Act ("Act") was adopted by voter initiative in 1974 and has been periodically amended by legislation and initiatives. The Act requires that campaign disclosure reports, as described in this manual, provide the public with the identity of slate mailer organizations and the amounts they spend and receive to produce slate mailers.

Provisions of the Act do not apply to elections for federal office, including the Office of the President and Vice President, or to seats in the U.S. House of Representatives or U.S. Senate. Candidates for federal office and committees that participate in federal campaigns are subject to federal disclosure requirements. Assistance for federal candidates and committees may be obtained from the Federal Election Commission (FEC).

## Terminology

It may be helpful to review the definitions contained in Chapter 1 first to become familiar with the different terms used throughout this manual.

## How to Use this Manual

The Act requires receipts and expenditures in election campaigns to be fully and truthfully disclosed. This manual has been prepared to assist slate mailer organizations to comply with the Act's numerous and often detailed rules. The manual is written in a "user friendly" format to promote a functional resource guide. It is organized by subject matter and addresses the most common issues of disclosure for slate mailer organizations.

In addition, federal and state tax laws and other rules are applicable to California campaign committees. Telephone numbers and website addresses for the Federal Election Commission, Internal Revenue Service, California Franchise Tax Board, and the Federal Communications Commission are listed in the Appendix.

## Controlling Law

This manual summarizes key campaign disclosure laws and regulations and draws from years of FPPC staff advice on complying with the provisions of the Act's campaign disclosure laws. Each slate mailer organization's activity is different, however, and may raise issues not discussed in this manual. If there are any discrepancies between the manual and the Act or its corresponding regulations, the Act and its regulations will control.

## Need Help?

If you need assistance, the Fair Political Practices Commission (FPPC) provides advice by email and by a toll-free telephone advice line. The FPPC does not provide third party advice or advice on past conduct. In addition, the FPPC website ([www.fppc.ca.gov](http://www.fppc.ca.gov)) contains forms, manuals, and a wealth of other helpful information.

Email Advice	Telephone Advice
<a href="mailto:advice@fppc.ca.gov">advice@fppc.ca.gov</a>	1-866-ASK FPPC (1-866-275-3772)