

Fair Political Practices Commission
Filing Schedule for
Committees Primarily Formed to Support/Oppose Candidates for State Office
Assembly District 31 Special Primary and Special General Elections
Being Voted on April 5, 2016 and June 7, 2016 Ballot

Deadline	Period	Form	Notes
Feb 1, 2016 <i>Semi-Annual</i>	* – 12/31/15	460	<ul style="list-style-type: none"> All committees must file this report. The January 31 deadline falls on a Sunday, so the deadline is extended to the next business day.
Within 24 Hours <i>Election Cycle Reports</i>	1/6/16 – 4/5/16		<ul style="list-style-type: none"> E-file only – no paper copy is required. 496: File if an independent expenditure of \$1,000 or more in the aggregate is made in connection with a state candidate. 497: File if a contribution totaling \$1,000 or more in the aggregate is received from a single source. 497: File if a contribution totaling \$1,000 or more in the aggregate is made to a candidate being voted upon in the April 5 or June 7 election, or to a political party committee. The recipient of an in-kind or non-monetary contribution must file a Form 497 within 48 hours from the time the in-kind or non-monetary contribution is <i>received</i>.
	4/6/16 – 6/7/16		
Within 3 Business Days <i>Top Ten Contributor List</i>	Ongoing <i>Except during the 16 days before the election – see notes</i>	T-10	<ul style="list-style-type: none"> Committees primarily formed to support or oppose a state candidate 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 within two business days if meeting the threshold within 16 days before the election.
Within 10 Days <i>Independent Expenditure Verification</i>	Ongoing	462	<ul style="list-style-type: none"> Committees making independent expenditures must file this form with the FPPC by e-mail only. No paper copy is required. Committees file only one Form 462 per election for each candidate supported or opposed by an independent expenditure.
Feb 25, 2016 <i>1st Pre-Election (Primary)</i>	1/1/16 – 2/20/16	460	<ul style="list-style-type: none"> All committees must file this report.
Mar 24, 2016 <i>2nd Pre-Election (Primary)</i>	2/21/16 – 3/19/16	460	<ul style="list-style-type: none"> All committees must file this report. Paper copies must be filed by personal delivery or guaranteed overnight service only.
Apr 28, 2016 <i>1st Pre-Election (General)</i>	3/20/16 – 4/23/16	460	<ul style="list-style-type: none"> Committees formed to support or oppose candidates who were unsuccessful in the April 5 election are not required to file this report.

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May 26, 2016
2nd Pre-Election
(General)

4/24/16 – 5/21/16 [460](#)

- Committees formed to support or oppose candidates who were unsuccessful in the April 5 election are not required to file this report.
- Paper copies must be filed by personal delivery or guaranteed overnight service only.

Aug 1, 2016
Semi-Annual

* - 6/30/16 [460](#)

- All committees must file this report unless the committee filed termination Forms 410 and 460 on or before June 30, 2016.
- The July 31 deadline falls on a Sunday, so the deadline is extended to the next business day.

Additional Reports

- **E-Filers only:** Payments of \$5,000 or more in connection with a state ballot measure will require filing the Form 496 or Form 497 within 10 business days. Payments may change the nature of a primarily formed candidate committee.
- **Form 511:** File within 10 days of making either of the following expenditures 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 (e.g., nurse, doctor, firefighter). E-filers also file online.
- **Form E-530:** Committees that make 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 file within 48 hours. No paper copy is required.

- **This filing schedule is prepared for the special election only. Committees making payments in connection with other elections may trigger other reporting deadlines.**
- *** 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:** All paper filings may be filed by first class mail unless otherwise noted.
- **Forms 496 and 497:** All reports filed online only.

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- **Where to File:** State committees file reports with the Secretary of State.
- **Filing Deadlines:** 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.
- **Contribution Limits:** Refer to the contribution limits chart on the FPPC website.
- **Public Documents:** All statements are public documents. Campaign manuals and instructional materials are available at www.fppc.ca.gov, click on the [Learn](#) link.
- **Multi-Purpose Organizations (including non-profits):** Effective July 1, 2014, multi-purpose organizations making political contributions or expenditures are subject to new campaign disclosure rules. In general, an organization that uses its general dues account to make contributions or expenditures may qualify as a major donor or independent expenditure committee and 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. Some organizations will not need to file the year-end semi-annual report. See the [FPPC Campaign Manual 4—Chapter 15](#) for instructions.