

Fair Political Practices Commission
Filing Schedule for
Committees Primarily Formed to Support/Oppose State Measures on the November 8, 2016 Ballot
July through December 2016

Deadline	Period	Form	Notes
Aug 1, 2016 <i>Semi-Annual</i>	* – 6/30/16	460	<ul style="list-style-type: none"> All committees must file this report. The July 31 deadline falls on a Sunday, so the deadline is extended to the next business day.
Within 24 Hours <i>Election Cycle Reports</i>	8/10/16 – 11/8/16	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 to a candidate or <i>another</i> ballot measure being voted on the November 8 ballot or to a political party committee. E-file only – no paper copy is required.
Within 10 Business Days <i>\$5,000 Report</i>	Ongoing <i>File anytime other than the 90-day election cycle.</i>	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.
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 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 within two business days if meeting the threshold within 16 days before the election.
Sep 29, 2016 <i>1st Pre-Election</i>	7/1/16 – 9/24/16	460	<ul style="list-style-type: none"> All committees must file this report.
Oct 27, 2016 <i>2nd Pre-Election</i>	9/25/16 – 10/22/16	460	<ul style="list-style-type: none"> All committees must file this report. Paper copies must be sent by personal delivery or guaranteed overnight service only.
Jan 31, 2017 <i>Semi-Annual</i>	10/23/16 – 12/31/16	460	<ul style="list-style-type: none"> All committees must file this report unless the committee filed termination Forms 410 and 460 before December 31, 2016.
Within 10 Business Days <i>Paid Spokesperson Report</i>	Ongoing	511	<ul style="list-style-type: none"> 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.

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Additional Reports

- **E-filers only:** Payments of \$5,000 or more in connection with a different state ballot measure will require filing the 496 or 497.
 - Committees making independent expenditures in connection with a candidate or another measure must file:
 - **Form 462:** A verification form must be e-mailed to the FPPC within 10 days of an independent expenditure of \$1,000 or more.
 - **Form 496:** This form is due within 24 hours when made in the 90-day period before an election or on the date of the election. Refer to the candidate or ballot measure election filing schedule.
 - **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.
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- *** 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-filer:** 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.
 - **Forms 496 and 497:** These reports are filed online only.
 - **Paper Filings:** All paper filings may be filed by first class mail unless otherwise noted.
 - **Where to File:** State committees file reports with the Secretary of State. Only candidate controlled committees that are not e-filers file paper copies with the elections official at the candidate's county of domicile.
 - **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 the 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 limit charts](#) 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.

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- **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.