

**Fair Political Practices Commission
Filing Schedule for
Candidates and Controlled Committees for Local Office
Being Voted on March 7, 2017**

Deadline	Period	Form	Notes
Within 24 Hours <i>Contribution Reports</i>	12/7/16 – 3/7/17	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 <i>another</i> candidate or measure being voted upon March 7, 2017. ▪ The recipient of a non-monetary contribution of \$1,000 or more must file a Form 497 within 48 hours from the time the contribution is received. ▪ File by personal delivery, e-mail, guaranteed overnight service, fax or online, if available.
Jan 31, 2017 <i>Semi-Annual</i>	*– 12/31/16	460 or 470	<ul style="list-style-type: none"> ▪ 460: All committees must file Form 460. ▪ 470: If a candidate raised or spent less than \$2,000 during 2016, file Form 470.
Jan 26, 2017 <i>1st Pre-Election</i>	1/1/17 – 1/21/17	460 or 470	<ul style="list-style-type: none"> ▪ Each candidate listed on the ballot must file Form 460 or Form 470 (see below).
Feb 23, 2017 <i>2nd Pre-Election</i>	1/22/17 – 2/18/17	460	<ul style="list-style-type: none"> ▪ All committees must file Form 460. ▪ File by personal delivery, guaranteed overnight service or online, if available.
July 31, 2017 <i>Semi-Annual</i>	2/19/17 – 6/30/17	460	<ul style="list-style-type: none"> ▪ All committees must file unless the committee filed termination Forms 410 and 460 before June 30, 2017.

Additional Notes:

- **Local Ordinance:** Always check on whether additional local rules apply.
- ***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 report for calendar year 2017 is earlier than the semi-annual report for calendar year 2016. A candidate/committee active in both calendar years may file the 2016 report on January 26, 2017.
- **Deadline Extensions:** Deadlines are extended when they fall on a Saturday, Sunday, or an official state holiday. This extension does not apply to the deadline for a Form 497 due the weekend before the election. Such reports must be filed within 24 hours regardless of the day of the week. Statements filed after the deadline are subject to a \$10 per day late fine.
- **Method of Delivery:** All paper filings are filed by personal delivery or first class mail unless otherwise noted. A paper copy of a report may not be required if a local agency requires online filing pursuant to a local ordinance.
- **Form 501:** All candidates must file Form 501 (Candidate Intention Statement) before soliciting/receiving contributions.

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- **Form 460:** Candidates who have raised or spent \$2,000 or more file the Form 460. The Form 410 (Statement of Organization) must also be filed once \$2,000 or more has been raised or spent.
- **Form 470 (2016):** Non-incumbent candidates who raised or spent less than \$2,000 during 2016 and did not have an open committee must file Form 470 by January 31, 2017.
- **Form 470 (2017):** Candidates who do not raise or spend \$2,000 or more (or anticipate raising or spending \$2,000 or more) in 2017 and do not have an open committee may file Form 470 on or before January 26, 2017. If, later during the calendar year, a campaign committee must be opened, a Form 470 Supplement and a Form 410 must be filed.
- **Public Documents:** All forms are public documents. Campaign manuals and instructional materials are available at www.fppc.ca.gov. Click on Learn, then Campaign Rules.
- **After the Election:** Reporting requirements will depend on whether the candidate is successful and whether a campaign committee is open. See [Campaign Disclosure Manual 2](#) for additional information.
- **Independent Expenditures:** Committees making independent expenditures to support or oppose candidates or ballot measures also file:
 - [462](#): A verification form must be e-mailed to the FPPC within 10 days of an independent expenditure of \$1,000 or more.
 - [496](#): This form is due within 24 hours when made in a 90-day period of the election. Refer to the candidate or ballot measure election filing schedule.
- Click [here](#) to view a video on basic information for candidates and committees.