

**Fair Political Practices Commission
Filing Schedule for
City General Purpose Recipient Committees
Making Contributions or Independent Expenditures in Connection with the March 7, 2017 Election**

Deadline	Period	Form	Notes
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. ▪ Email only - no paper copy. ▪ Committees file only one Form 462 per election for each candidate or measure supported or opposed by an independent expenditure.
Within 24 Hours <i>Contribution/Independent Expenditure Reports</i>	12/7/16 – 3/7/17	496 497	<ul style="list-style-type: none"> ▪ 496: File if an independent expenditure of \$1,000 or more in the aggregate is made in connection with a candidate or measure being voted upon March 7, 2017. ▪ 497: File if a contribution of \$1,000 or more in the aggregate is made to a candidate or measure being voted upon March 7, 2017. ▪ File by personal delivery, e-mail, guaranteed overnight service, fax or online, if available.
Jan 31, 2017 <i>Semi-Annual</i>	*– 12/31/16	450 or 460	<ul style="list-style-type: none"> ▪ All committees must file Form 450 or Form 460.
Jan 26, 2017 <i>1st Pre-Election</i>	1/1/17 – 1/21/17	450 or 460	<ul style="list-style-type: none"> ▪ File if contributions or independent expenditures totaling \$500 or more are made.
Feb 23, 2017 <i>2nd Pre-Election</i>	1/22/17 – 2/18/17	450 or 460	<ul style="list-style-type: none"> ▪ File if contributions or independent expenditures totaling \$500 or more are made.
July 31, 2017 <i>Semi-Annual</i>	2/19/17 – 6/30/17	450 or 460	<ul style="list-style-type: none"> ▪ All committees must file Form 450 or Form 460.

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 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, or to any Form 496. 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.

Fair Political Practices Commission

- **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.
- **Committee Status:** A city committee may make contributions or independent expenditures in connections with other elections. Generally, a city committee is one that spends more than 70% of its funds in connection with elections in one city. See [FPPC Regulation 18227.5](#) to determine whether your committee is a city, county, or state committee.
- **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.
- **Form 511 (Paid Spokesperson Report):** 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).